



Village Hall
211 S. Seminary St,
PO Box 18
Downs, IL 61736

Village of Downs Board of Trustees Regular Meeting July 1, 2021, 7 pm @ Village Hall & via ZOOM

1. Mayor Mike James called the Village of Downs Board of Trustees Regular Meeting to order on July 1, 2021, at 7:00pm.
2. Roll Call was taken. Trustees Maureen Roach, Peggy Keylin, Brian Warfel and Anna Milliken were all present. Toby Twyford was present via zoom. Sarah Gassaway joined at 7:05pm via zoom. Also, present were Clerk Julie James, Treasurer Julie Bakewell, and Village Attorney Dawn Wall.
3. The Pledge of Allegiance was recited.
4. A Motion to the Approve Agenda and Order was made by Keylin and seconded by Roach. Approved 6-0
Discussion - Motion to Rescind the Denial of all Solicitation Permits During Governors State of Emergency Order Action from 2020-08-06 was removed from consent agenda.
5. A Motion to Approve Items Contained within the Consent Agenda was made by Roach and seconded by Keylin. Approved 6-0
6. A Motion to Approve Consent Agenda was made by Roach and seconded by Keylin. Approved 4-2 (Keylin and Milliken – no)
 1. Motions
 - a. Motion to Approve the June 3, 2021, Village Board of Trustees Regular Meeting Minutes
 - b. Motion to Approve the Extension of Dooley Park Hours on 7/4/2021 until 11 pm
 - c. Motion to Approve Washington St Road Closure from Lincoln to Woodlawn on 7/4/2021 after the Parade.
 - d. Motion to Approve Dooley Park Road Closure from 7/3/2021 to 7/4/2021.
 - e. Motion to Approve Payment of Budgeted Expenses for July Events as Needed and Approved by Village Clerk, Finance Trustee, Treasurer and Mayor
 - f. Motion to Approve Parade Route and Road Closures Required During the Parade on 7/4/2021
 - g. Motion to Approve Grove St Closure from Lincoln to Cleveland on 7/3/2021
 - h. ~~Motion to Rescind the Denial of all Solicitation Permits During Governors State of Emergency Order Action from 2020-08-06~~ – scratched from consent agenda.
 2. Ordinances
 - a. Ordinance 2021-12 Approving Zoning Variance for Business Fence Height Between Residential and Commercial from 8' to 6'
Discussion –
 - Keylin asked if this should have gone through the zoning board.
 - She said it is not good policy to go against the zoning board.

- Wall said the homeowner is the only party that would come to a public hearing. The homeowner prefers the 6' fence. Both parties (Game Day and the homeowner) agree.
7. A Motion to Approve Payment of Bills was made by Roach and seconded by Milliken.
Approved 6-0
Discussion-
- Notable bills
- General - The 2nd half of our insurance payment and a bill for Knight Engineering are on the BTP.
 - Water – semiannual IEPA loan payment
 - Police – Limelight Graphics for truck wrap
 - Keylin noted that \$1700 is a lot of money to spend on wrapping the truck.
 - Events – Limelight graphics for shirts and grand marshal magnets
 - The Freedom Run raised \$1105 for the Welp family.
8. A Motion at 7:21pm to Reconvene the Village of Downs Regular Board of Trustees Meeting on July 8, 2021, 7 pm at the Village Hall was made by Roach and seconded by Warfel. Approved 6-0
- Mayor Mike James reconvened the meeting to order on July 8, 2021, at 7:01pm.
 - Roll call was taken trustees present were Maureen Roach via zoom, Anna Milliken, Peggy Keylin, Sarah Gassaway, and Brian Warfel. Toby Twyford was absent. Also, present were Clerk Julie James, Treasurer Julie Bakewell, and Village Attorney Dawn Wall.
9. Engineer & Development Report – Mike Buzicky
1. Down Water Plant Improvements
 - Buzicky has been doing a few loan documents with the Mayor and Wall.
 - Good news we were on the loan priority list. We weren't as high as what we would have liked. We will need to wait a bit longer. We are not likely to hear anything for at least 3 months. Buzicky was hopeful we would hear soon after that.
 2. Downtown Streetscape and Parking Lots design
 - Buzicky said we heard back in June that we were not selected for the ITEP grant.
 - 90% of the projects chosen were for bike paths.
 3. Other Engineering or Development Updates
Ron Slagel – Homefield/Prudent joined via zoom.
 - Ameren is starting to increase their rates.
 - Suppliers have been losing some margin of energy prices.
 - Homefield can still get rates lower than Ameren, but not to the extent that they were last year.
 - He recommends that we only lock in this rate in for 12 months. We will need to revisit this next year to see where rates are at.
 - 2020 savings were 16%.
 - Charitable donations went to Child Protection Network.
 - Green vs regular energy - It is more expensive to go green. It would be more than Ameren's rate if we chose to go green this year.

11. Mayoral Report

- Corn Belt Energy Park is going to be turned over to the village.
- Bakewell would like the village to go through cyber security training.
- James would like everyone to turn on the multi-factor authentication for your Gmail.
- Misch has until the end of July to remove his pile of concrete.
- James said he mis-read the zoning ordinance. The zoning ordinance allows for a 6ft fence for business. We really didn't need to pass that ordinance last month.
 - Keylin takes issue that the zoning board was not involved. They should have provided a recommendation.
 - Milliken said she sees where Keylin is coming from.
 - Gassaway stated she deals with variances in her job. When both parties are already in agreement you don't need to have a meeting.
 - Warfel said it would have been a waste of time to have a zoning meeting for this.
 - Roach said the ordinance was clear to her and doesn't feel like we needed the zoning board.
 - Gassaway asked Keylin why she doesn't trust Wall's opinion.
 - Keylin said she thinks Wall is wrong on this.

12. Trustee Reports

1. Building Report –
 - Gassaway said there was a pool permit and a deck permit. There is a question about re-grading a property in Indian Hills.
2. Water and Sewer Report –
 - The 3rd quarter IEPA of 2020-2021 arsenic sampling at Downs Crossing well was in compliance. IEPA should now grant the water main extension under Rt 150 to Freedom.
3. Police Report –
 - Roach said she has been playing phone tag with Animal Control. Last time we looked at doing a contract it was too expensive.
 - The 4th of July fireworks were fantastic.
 - Chief is researching radios for EMA.
 - The department had multiple county assists. They assisted us with a domestic.
 - 2 tickets were written in Bellflower.
 - 11 tickets were written in Downs.
 - There were no issues on 4th of July.
 - The police department has received many compliments on the graphics for the truck.
 - Progress is being made on the police station.
 - The record rain storms that came through put them in a state of high alert.
 - There were a couple of complaints from residents that they were unable to hear the siren. We may need to revisit getting another siren.
4. Streets Report –
 - A huge shout out to the township for chipping the streets before the 4th.
 - The spreader on our F450 went bad and we are waiting to get the replacement. New spreader will have larger motor.
5. Parks, Community Center and Food Pantry Report

- We posted new information on COVID-19 protocols for the pavilion and are continuing our sanitizing schedule.
- We received \$150 in donations and raised \$181 at our Donuts for Dooley fundraiser which, combined, will pay for another load of playground mulch.
- We applied weed killer in the playground area and spruced up McManus Park clearing out under the pine tree and laying down mulch.
- Karen Bair has graciously volunteered to refurbish the basketball court area installing new nets and repainting court lines.
- We are getting estimates on replacing the basketball court lights with LEDs.
- The water fountain has been turned on.
- We created a tree care list for Dooley Park so that we can prioritize the work to be done this summer.
- The pavilion rental agreement has been revised stating rentals occur during one calendar day.
- We emailed the brownie scout leader suggesting a fence cleaning service project for the group.
- We are contacting Holly Rae van Hoof to coordinate getting another estimate for installing a public restroom in Dooley Park.
- We'll know during the week of August 9th if we've made the top 200 in the State Farm Grant program. Then we'll have a frantic week of online voting with 40 winners announced September 29th.
- Two trees toppled in the recent windstorm, one in McManus Park and one in Dooley Park. Les says he hopes to have them removed in the next week.
- The Huff St. parking lot in Kickapoo Park sustained some damage from flooding during the recent heavy rain. There may be funding from the county that could help with repairs.

6. Finance and Services Report

- Reports are out on the Google Drive.
- Bakewell said she is working on transferring over information to ClerkBooks.
- Our audit will most likely be in August with Striegel Knobloch.
- Milliken will put out a friendly reminder about illegal dumping.
- We are supposed to be getting a letter from the insurance company about damage done to the well at Corn Belt. We received a claim check, but that has not been cashed yet.
- James asked everyone to document the time they spent on this flood for FEMA.
- There at least 42 residents with water damage claims in Downs.
- Agreement with Living Hope to upgrade their roadway.
 - We agreed to upgrade the pipe and drain.
 - McLean Co is going to go ahead and do the work the same time they are doing the roadway. It will be approximately \$9000.

12. Discussion

1. Other

Milliken asked about Facebook posts made by Mayor James and Clerk James.

- She wanted to know what the goal for this post was.

- James said they are personal statements and doesn't need to justified personal statement.
- Clerk James asked why should people who don't live in her taxing body think they should get to make decisions for her taxing body?
- Wall said we wear different hats (individual/board members)
- James said when you send a letter from your village email you represent the board. When you send it from your personal email it comes from you as an individual.
- Keylin said these words (from Facebook) were hurtful.
- James said village events and village business are to separate things, but we do listen. Just because you volunteer in Downs doesn't mean you can have a say how the village conducts taxpayer business or operates.

Keylin – communication with residents

- Keylin says the Open Meetings Act said a draft of the minutes should be out within a week. We need to be putting out a draft.
- Clerk James said that is what the meeting overview published in the flyer is.
- Keylin also says minutes used to be kept out on the website longer.
- Roach said we could stand on top of the water tower and shout it out, we added a second meeting and thinks we are doing the best we can do communicate.

Milliken – Roanoke Petition

- Milliken asked how Mayor James verified address on the petition. James said he used Truepeoplesearch.com.
- There was a lot of back and forth on what is a majority and how many people were in the silent majority.

Keylin's IEPA Referendum Petition

- Wall addressed Keylin's petition for the IEPA loan. She said this will defeat and derail what this board has been trying to do. If a petition is presented for a referendum, it would stop us from getting this loan and any loan forgiveness until after the 11/8/22 general election. We would have to start the process over.
- James told her the board (including her) voted in favor of the resolution last month. Her request for the petition should have come from her as an individual rather than as a trustee.
- Keylin had emailed the clerk to prepare a petition on 7/2/21 to allow for a referendum for the water treatment plant.
- Keylin feels that the citizens should have a voice.
- Gassaway said presenting a petition to the board by her would be fiscally irresponsible.
- Keylin said it was a moot point. The petition needed to be completed by 7/8/21 and she did not receive it from the clerk in time.
- Clerk James said she did not know how to prepare the legal document and had to consult with Wall. Wall prepared it as quick as she could and brought it tonight to the meeting (July 8, 2021).

- Roach asked why she didn't have a discussion on this petition. She feels like we are becoming segmented. She is concerned that we are not communicating well with each other. We need to work together as a team.

13. Public Comment

There was no public comment.

14. New Business

1. Motions
2. Ordinances
3. Resolutions
 - a. A motion to approve Resolution 2021-R18 Approving and Authorizing the Dedication and Naming of "Colleen Lane" from the Roadway Running Between the Village Property and South Lincoln Street in the Village of Downs, Illinois was made by Gassaway and seconded by Warfel. Approved 5-0
Discussion –
 - This was a request from Ken Hillard to rename Reeder Rd.
 - We will need to notify 911.
 - b. Resolution 2021-R__ Authorizing and Approving the Redevelopment Agreement Between the Village of Downs and Roanoke Concrete Products Inc for the Project Located at S. Lincoln and Colleen Lane in the Village of Downs, Illinois – No action was taken.

15. Old Business

1. Motions
 - a. Motion to Approve the Final Plat for the Corn Belt Energy Park – No action was taken.
2. Resolutions
 - a. Resolution 2021-R__ Authorizing and Approving the Redevelopment Agreement Between the Village of Downs and Freedom Oil Company Inc for the Project Located at 18928 US Highway 150 – No action was taken.
 - b. Resolution 2021-R__ Authorizing and Approving the Easement Agreement Between Woodworkers Shop LLC and the Village of Downs – No action was taken.
 - c. Resolution 2021-R__ Authorizing and Approving the Inspection and Construction Testing Services Road Improving Engineering Agreement Between the Village of Downs and SKS Engineers, LLC for the Colleen Court Project – No action was taken.
 - d. Resolution 2021-R__ Accepting the Offer of Irrevocable Dedication from Corn Belt Energy Corporation to the Village of Downs for Acceptance of the Completed Storm Water Management Improvements and Maintenance Agreement – No action was taken.
 - e. Resolution 2021-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Beecher Trails Subdivision - First Addition – No action was taken.
3. Ordinances
 - a. Ordinance 2021-__ Adopting and Approving a Use of Force Standard for the Village of Downs Police Department – No action was taken.

- b. Ordinance 2021-__ Approving and Adopting Amendments to Chapter 8 - Traffic, Streets and Parking of the Village of Downs Municipal Code – No action was taken.
 - c. Ordinance 2021-__ Approving and Adopting Amendments to Chapter 11 - Building of the Village of Downs Municipal Code – No action was taken.
16. A Motion was made by Milliken and seconded by Warfel at 9:34pm to Enter Executive Session for contract negotiations and potential litigation. Approved 5-0
- o Mayor Mike James reconvened the meeting to order on July 8, 2021, at 11:27pm.
 - o Roll call was taken. Trustees present were Maureen Roach via zoom, Anna Milliken, Peggy Keylin, Sarah Gassaway, and Brian Warfel. Toby Twyford was absent. Also, present were Clerk Julie James, Treasurer Julie Bakewell, and Village Attorney Dawn Wall.
17. No Action was taken on Executive Session Items.
18. No other business
19. A Motion to Adjourn at 11:28 pm was made by Keylin and seconded by Gassaway. Approved 5-0



Julie James
Village of Downs Clerk