



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

Village of Downs Board of Trustees Regular Meeting August 5, 2021, 7 pm @ Village Hall & via ZOOM

1. Mayor Mike James called the Village of Downs Board of Trustees Regular Meeting to order on August 5, 2021, at 7:03pm.
2. Roll Call was taken. Trustees present were Maureen Roach, Anna Milliken, Peggy Keylin, Sarah Gassaway (via zoom), Brian Warfel, and Toby Twyford. Also present were Clerk Julie James, Treasurer Julie Bakewell, and Village Attorney Dawn Wall. There was a quorum to do business.
3. The Pledge of Allegiance was recited.
4. A Motion to Approve Agenda and Order was made by Roach and seconded by Keylin. Approved 6-0
Discussion –
 - Resolution 2021-R_ Authorizing and Approving the Easement Agreement Between Woodworkers Shop LLC and the Village of Downs moved to Old Business.
 - Resolution 2021-R__ Authorizing and Approving and Electric Service Agreement with Illinois Power Marketing D/B/A Homefield Energy and the Village of Downs was moved to New Business.
5. Engineer & Development Report
 1. Down Water Plant Improvements
 - Updates to the WTP Design/Loan from Mike Buzicky:
 - Worked with Dawn Wall on revised Construction Engineering Agreement.
 - Near completion on Village Financial Packet. I will send back through the mayor and Julie Bakewell for review asap, before sending on to IEPA.
 - Coordinated with Jim Brown on Downs Crossing needs at WTP control panel and generator.
 - MSA lump sum payment covers all construction related services but didn't cover the engineering services after. The amendment is so that we can have engineering on site when we need it
 - We found out we are on the list for IEPA funding.
 2. Downtown Streetscape and Parking Lots design – no discussion
 3. Other Engineering or Development Updates
 - **Water main extension at Downs Crossing** - Agreed to a spot for the water tower east and little north by electric tower
 - James said they are working on details for boring under RT 150 to Freedom Oil. We will use remaining REDLG funds for part of this.
 - We will bring sewer to Freedom Oil at the same time.
6. Mayoral Report
 - James said the State of IL is looking to eliminate the Municipal Push Tax for video gaming. If we choose to adopt this, it wouldn't be taken away from us if it is eliminated.

- James entered Keylin's email about IEPA questions into public record. See Exhibit A

7. Trustee Reports

1. Building Report

- Gassaway said we had one building permit came in this month

2. Water and Sewer Report

- The average iron concentration for the finished water was .66 ppm.
- Monthly bacteriological testing on the raw, finished and distribution samples were all satisfactory, fluoride concentration was .7ppm.
- The volume of water pumped for the month was 2.533 million gallons averaging 81,716 gallons a day.
- The sewer lift station pumped 5.85 million gallons for the month averaging 188,838 gallons per day.
- 0 service leaks
- 2 residential leaks

3. Police Report

- Roach and Dingler met over the what the expectation is of the police department is going forward with cleaning up Anytime Towing Company and the removal of concrete at Misch Excavating.
- Roach asked trustees to contact her first if there a concern about weeds. Please contact Dingler second.
- Dingler and Hempstead have been working on the new police building.
- Roach would like to form a subcommittee for police funding for new building.
- She reminded everyone that complaints on Facebook is not considered a formal complaint. A formal complaint form can be found at the hall and on the website.
- Chapter 7 is very outdated and Roach and Dingler are looking at bringing it up to date.
- The county helped us with 4 assists.
- The department has stepped up traffic enforcement on Huff Rd and have written 7 tickets.

4. Streets Report

- James is going to start working with Warfel to get him up to speed.
- Mike talked about needing to consider a new used dump truck.
- Offer to buy an old dump truck of Tony Ales was not a good deal, too old and needs works so we are passing.
- Childers is about finished with the door work, but also still have trim and caulking to do.

5. Parks, Community Center and Food Pantry Report

- The committee is reviewing the Corn Belt Park maintenance manual to determine personnel and budget needs for the project.
- Peggy will be putting monthly Parks Meetings Notes on the village website.
- Les Fitzwater and crew finished removing downed trees in Dooley and McManus Parks reseeding both areas. Parks will focus on Dooley and McManus Parks for tree removals. Because of budget constraints, we can only remove a couple of trees a

year at most. We're targeting dead and dying trees that pose the most threat to people and property.

- Kickapoo Park has many trees, both on the ground and standing, that need to be removed. Parks is seeking advice on best practices for removal and funding from McLean County Soil and Water and from a 2021 Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) Program Webinar Series.
- We received an estimate of \$11,930 from Masters Brothers Electric to install 4 LED lights on the basketball courts. If Heartland Electric comes in near that amount, we'll rethink doing all four lights at once and try to do two this year.
- Thanks to Streets Department, two loads of playground mulch were delivered and are being spread by the committee and village volunteers.
- We plan to remove wet drywall from the west side of the pavilion replacing it with a wood strip to avoid further damage should the building flood again.
- Unfortunately, the sanitizing station near the playground was destroyed. The broken pieces have been removed and the committee has decided to make a wooden box to restore the ability for offering sanitizer for the playground.
- We got a \$300-\$400 estimate on fixing the Dooley Park sign on the Washington Street entrance.
- Holly-rae Van Hoof thinks two, unisex bathrooms are a good solution to adding a public restroom in Dooley Park. We will seek estimates for that plan.
- The committee will work on cleaning up flooding debris in Kickapoo Park, replacing a trash bin near Huff Street and repairing the fence by the parking lot.
- Lindsey hopes to offer games in Dooley Park on August 11th, which is Teacher Day at Tri-Valley.
- State Farm will be announcing the top 200 ideas in their \$25,000 Grant program on August 9th. If we make that list, the committee will have a flyer to distribute at the Teacher Day activity event. We will contact Tri-Valley Schools to see if they would distribute information to their families about joining the call-in voting process. We'll promote it on our Facebook page and put as many details as we can into the August Newsletter.
- The Food Pantry plans to distribute 25 boxes this month. People's gardens and farmers' markets are in high season, so numbers are down on produce days.

6. Finance and Services Report

- Milliken is working on assigning cyber security trainings for everyone.
- She hosted Tuesday with a Trustee this past Tuesday at The Union. She got really good feedback and had good attendance.
- Bakewell with over the BTP
 - **General fund** - Last property tax payment for the police building
 - **Water fund** – bill for GA Rich and Sons, WPC bills -last purchase for our DCEO grant
 - **Streets fund** - One Energy Way is now paid in full and a new spinner assembly for the F450
- The audit will be 8/20-8/25 at the hall.

8. Discussion

1. Other – Ron Slagel, from Homefield Energy

- Natural energy has spiked.
- He suggested Community Solar as an option.
- There are two solar vendors
- Ameren is charging 5.5 cents, the village would get a 20% discount
- Natural Gas is going up as well. Slagel can contract this out also.
- Trustees decided to choose solar.
- A Letter of Intent was signed by James and when the finalized numbers come in the Resolution will be authorized by a consent resolution.

9. Public Comment – There were a few members of the public on Zoom.

- Jeff Misch spoke. He said the mayor has been monitoring the concrete pile.
- Since he has only received \$20,000 of the TIF money he can't build his parking lot.
- But if he could have more time to move the concrete, he can afford to pay for the parking lot. He would have it all removed by fall or 12/1/21.
- If he can't have more time, he would like to amend the agreement. He would like the remaining \$20,000 and he will have it out in 60 days.
- Straw poll from trustees
 - Keylin - a hard solid date at the end of the year
 - Milliken – until 12/1
 - Roach – end of the year
 - Warfel – end of year
 - Twyford – end of year
 - Gassaway – until 12/1
- Misch also said he recommends we spend the extra money for engineering for the water plant.

10. A Motion to Approve Items Contained within the Consent Agenda was made by Roach and seconded by Warfel. Approved 6-0

Discussion - Resolution 2021-R20 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 was taken out of Consent Agenda.

11. A Motion to Approve Consent Agenda was made by Roach and seconded Milliken 6-0.

1. Motions
 - a. Motion to Approve the July 1 continued to July 8, 2021, Village Board of Trustees Regular Meeting Minutes
 - b. Motion to Approve the July 8, 2021, Village Board of Trustees Executive Meeting Minutes
 - c. Motion to Approve Reappointment of Julie Bakewell as the Treasurer, Budget Officer and TIF Administrator in the Village of Downs at \$29.50/ hr. for Term to Expire August 2022
2. Ordinances (13)
3. Resolutions (20)

12. New Business

1. Motions
 - a. Motion to Reconvene the Village of Downs Regular Board of Trustees Meeting on _____ at the Village Hall – No action taken.
2. Ordinances

- a. A motion to approve Ordinance 2021-13 Pertaining to Amusement Taxes for the Village of Downs, IL was made by Keylin and seconded by Warfel.
A motion to table was made by Milliken and seconded by Roach. Approved 5-1 (Gassaway)
Discussion – Trustees decided they didn’t know enough about the Push Tax to decide so the Ordinance was tabled.

3. Resolutions

- a. A motion to approve Resolution 2021-R20 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 was made by Roach and seconded by Warfel. Approved 6-0
- b. A motion to approve Resolution 2021-R21 Authorizing and Approving the Amended Engineering Agreement Between the Village of Downs and MSA Professional Services, Inc. for Construction Services on the Village of Downs Water Plant Improvements was made by Roach and seconded by Milliken. Approved 6-0
- c. 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 taken.
- d. Resolution 2021-R__ Authorizing and Approving and Electric Service Agreement with Illinois Power Marketing D/B/A Homefield Energy and the Village of Downs – No action taken.

13. Old Business – No action was taken in Old Business.

1. Motions

- a. Motion to Approve the Final Plat for the Corn Belt Energy Park

2. Resolutions

- a. 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
- b. Resolution 2021-R__ Accepting the Offer of Irrevocable Dedication of Certain Improvements in the Beecher Trails Subdivision - First Addition
- 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 - **Tabled on 6/3/2021**
- d. Resolution 2021-R_ Authorizing and Approving the Easement Agreement Between Woodworkers Shop LLC and the Village of Downs

3. Ordinances

- a. Ordinance 2021-__ Adopting and Approving a Use of Force Standard for the Village of Downs Police Department
- b. Ordinance 2021-__ Approving and Adopting Amendments to Chapter 8 - Traffic, Streets and Parking of the Village of Downs Municipal Code
- c. Ordinance 2021-__ Approving and Adopting Amendments to Chapter 11 - Building of the Village of Downs Municipal Code

14. A Motion to Approve Payment of Bills was made by Roach and seconded by Warfel. Approved 6-0
15. A Motion to Enter Executive Session at 9:46pm for contract negotiations was made by Keylin and seconded by Twyford. Approved 6-0

Mayor Mike James called the Village of Downs Board of Trustees Regular Meeting back to order on August 5, 2021, at 10:33pm.

Roll call was taken. Trustees present were Maureen Roach, Anna Milliken, Peggy Keylin, Sarah Gassaway (via zoom), Brian Warfel, and Toby Twyford. Also present were Clerk Julie James, Treasurer Julie Bakewell, and Village Attorney Dawn Wall. There was a quorum to do business.

16. Action on Executive Session Items – No action taken.
17. There was no other business
18. A Motion to Adjourn at 10:34pm was made by Roach and seconded by Twyford. Approved 6-0



Julie James
Village of Downs Clerk