

**VILLAGE OF NORTH UTICA**  
**801 South Clark St.**  
**North Utica, IL 61373**  
**Committee of the Whole Meeting**  
**November 22, 2016**

AGENDA

- I. 7:00 p.m. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
  
- IV. Village Clerk
  
- V. Village Treasurer
  - 1.) Update – Christmas in the Village
  - 2.) Consideration and Possible Recommendation re: Upcoming Advertising
  
- VI. Finance Liaison
  - 1.) Consideration and Possible Recommendation re: 2016 Tax Levy
  
- VII. Donation & Advertising Requests:
  - 1.) St. Margaret’s Hospital Foundation Annual Fund Drive
  - 2.) Music Suite 408 – TubaChristmas
  
- VIII. Park & Recreation Liaison
  - 1.) Update- Carey Memorial Park / Status of Field
  
- IX. Water / Sewer Liaison
  - 1.) Discussion and Possible Recommendation re: Invoice submitted by Troy Skoog; Mr. Rooter Plumbing for clean out of a sewer line on Grove St. \$305
  
- X. Streets, Lights & Alleys Liaison
  
- XI. Governmental Affairs Liaison:
  - 1.) Consideration and Possible Recommendation regarding Utica Business Association Events for 2017
  - 2.) Consideration and Possible Recommendation regarding an Annual Donation to Utica Business Association toward expenses associated with their 2017 Events
  - 3.) Discussion and Possible Recommendation regarding Utica Business Association conducting a 50/50 raffle in the Village of North Utica during 2017.
  - 4.) Consideration and Possible Recommendation regarding Utica Fire Department Events for 2017
  
- XII. Police Department Liaison

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XIII. Building/Zoning Officer

XIV. Maintenance Department

- 1.) Update – Ongoing Projects in the Village
- 2.) Update – Standing Water on Johnson St.
- 3.) Update – Drainage / Road issue Florence Dr.
- 4.) Update – Sewer / valve leaking on Grove St. near Well 2

XV. Engineer's Report

- 1.) Update – Ongoing projects in the Village
- 2.) Consideration and Possible Recommendation re: Final Pay Estimate for the 2016 Mill St. Streetscape Project
- 3.) Update - Aerial Topography and the creation of a Village Action Plan for potential flooding
- 4.) Update – IDOT Rt. 178 IL River Bridge Project
- 5.) Update – Status IEPA Water Permits

XVI. Attorney's Report

XVII. President's Report

- 1.) Discussion regarding Vendor / Transient Merchants
- 2.) Discussion regarding IL Rt. 178 / US Rt. 6

XVIII. Committee / Trustee Reports

XIX. Public Comment

XX. Executive Session

- 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees
- 2.) Pending/Imminent Litigation
- 3.) Purchase / Sale of Real Estate

XXI. Possible recommendations regarding Executive Session including:

- 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees
- 2.) Purchase / Sale of Real Estate

XXII. Adjournment

Posted: 11-18-16

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MINUTES

At 7:00 pm the meeting was called to Order by Village President Matt Jereb who then led the Pledge of Allegiance. Village Clerk Laurie Gbur took the meeting attendance. Present at the meeting were Trustees John Schweickert, Dave Stewart, Ron Pawlak, Joe Bernardoni, John Pappas and Kevin Stewart. Also present at the meeting was Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Village Clerk: NONE

Village Treasurer: Treasurer Jamie Turczyn provided an update regarding the upcoming Christmas in the Village event. She also spoke about advertising for the event as well as for the December 11<sup>th</sup> Christmas Walk being sponsored by the Utica Business Association. There will be a chili cook off, carriage rides and a Barbershop Quartet. It was motioned by Trustee Schweickert, seconded by Trustee Pappas to recommend approval of the advertising budget for the two Christmas events, not to exceed \$1,000.

6 Yes

Motion Carried

Finance Liaison: Trustee Schweickert briefly spoke about the 2016 Tax Levy. The Board agreed with his recommendation to approve a Levy in the amount of \$54,580 which is the 5% max allowed by law without having a Public Hearing; this would equal a tax rate of .15923% which remains the lowest in the area. Mayor Jereb stated that the Village needs to remain aware that there is a TIF expiring in a couple of years, and although the Village is hopeful that it could be renegotiated and considered for an extension, it's still a good idea to slightly increase the Levy up to the maximum amount.

6 Yes

Motion Carried

Donations & Advertising Request: Two requests were discussed and subsequently denied at this time.

St. Margaret's Hospital Foundation Annual Fund Drive

Music Suite 408 – TubaChristmas

The Board agreed that are both very worthy causes however at this time the Village has a lot of expenses coming up.

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Park & Recreation Liaison: The status of Carey Memorial Field was discussed by Engineer Heitz and Trustee D. Stewart. R & R Landscaping has donated some of their time to try to help determine as well as resolve the problems with the field. The area will require sod now once the area is leveled out correctly and then cleaned up. There is also a water sprinkler that the maintenance department will have to repair before the additional field work can take place. The cost to supply the materials for the project in approx. \$4,000. The Board agreed that the work needs to be done prior to the winter. It was then motioned by Trustee D. Stewart, seconded by Trustee Schweickert to recommend approval for R & R Landscaping to continue on the project and finish the work on the field in an amount not to exceed \$4,000 which will include finishing the area with sod. Mayor Jereb also thanked R & R for the donation of their labor and the efforts to remediate the issues on the field. I

6 Yes

Motion Carried

Water / Sewer Liaison: The invoice previously submitted by Mr. Rooter for clean out of a sewer drain on Grove St. was discussed again. Mayor Jereb spoke with Mr. Rooter and stated that in the future he should contact the Village prior to any work being completed to determine whose responsibility it would be. Everyone agreed. Mayor Jereb then stated that if the Village pays for the services in the amount of \$305, the Village can then forward the invoice to the property owner, where the drainage issues began, to obtain reimbursement, along with a letter from Attorney Klein stating that this area will be their responsibility in the future. It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to recommend approval of payment of the \$305 Invoice.

6 Yes

Motion Carried

Streets, Lights & Alleys Liaison: Trustee Bernardoni asked if we had enough salt to start the Winter season. Public Works Director Spayer answered yes.

Governmental Affairs Liaison: Trustee Pappas stated the upcoming events lists for 2017 were submitted for consideration by the Board.

Utica Business Association: It was motioned by Trustee Pappas, seconded by Trustee D. Stewart to recommend approval the UBA 2017 List of Events.

6 Yes

Motion Carried

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It was then motioned by Trustee Pappas, seconded by Trustee K. Stewart to recommend approval of a donation to the Utica Business Association in the amount of \$4,000 to be used toward 2017 event expenses.

6 Yes

Motion Carried

It was then motioned by Trustee Pappas, seconded by Trustee D. Stewart to recommend approval allowing the Utica Business Association to conduct a fundraising raffle in the Village in 2017.

6 Yes

Motion Carried

Utica Fire Protection District: It was motioned by Trustee Pappas, seconded by Trustee Schweickert to recommend approval the UFPD 2017 List of Events.

6 Yes

Motion Carried

Trustee Pappas also stated that the Utica Business Association may be considering a Beer Tasting Event as well. More information to come.

Police Department Liaison: NONE

Building / Zoning Enforcement Officer: NONE

Maintenance Department: Public Works Director Spayer provided an update of ongoing projects in the Village.

Johnson St. standing water issue- reviewing material list, hopes to be able to repair prior to bad weather.

Florence St – Will do a temporary patch repair for the remainder of this year and re-address the situation in spring 2017.

Grove St. water valve issue – Working with PQ to schedule a time in the next week to change out the valve. Barring any problems, it should be completed same day.

Sewer Pump – Repairs to existing sewer pump approx. \$2,670. It was motioned by Trustee Pappas, seconded by Trustee Schweickert to approve the repairs to the sewer pump, not to exceed \$2,570.

6 Yes

Motion Carried

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Spayer then stated that there is an issue with moisture getting in around the outlet boxes near the trees on Mill St. It will have to be address in spring. The holiday lights will be located on the poles instead of the trees for this season.

Trustee K. Stewart asked about any updates on the sewer Lagoon. Spayer stated that it will be discussed further in January at the Committee Meeting.

Engineer's Report: Engineer Heitz provided an update of ongoing projects in the Village. Mill St. Beautification - project is complete and a final pay estimate will be discussed and considered at the December Board meeting.

Aerial Topography - now that the Mill St. project has been completed, Heitz will be able to begin reviewing the aerial topography data.

IL River Bridge Project - Waiting for the final numbers after the bids are considered by IDOT. IEPA permits – operating permits that are outstanding are being applied for. Information has been sent in and we are awaiting approval.

IDOT Federal Aide Road Program – The Village receives approx. \$15,170 per year toward roads that are included in the program. The Village currently has approx. \$40,000 to utilize on an eligible project. If the money available to the Village would build up over a period of 10 years, a nice project could be done. Federal funding is at 80% of eligible costs and local share for the Village would be at 20%.

Attorney's Report: NONE

President's Report: Mayor Jereb asked that the Board give some thought to the increasing requests that the Village receives for use of the Rt. 6 / Rt 178 intersection for fundraising. A policy needs to be established before we get into the warmer weather again. Maybe limits can be considered via certain guidelines and criteria. Trustee Schweickert stated that he agrees; the intersections have become increasingly congested with traffic and new guidelines need to be considered.

Mayor Jereb also asked the committee that has been discussing the Vendor Permits to give some additional thoughts to the matter so that it can also be address early in the year before so many requests start coming in.

Public Comment: NONE

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**MINUTES**

Committee / Trustee Reports: Trustee Bernardoni asked about the Parade route for the Veterans Parade and if there is anything the Village can do so that Rt. 178 traffic can be halted during the parade. Mayor Jereb stated that the Village requested permission for exactly what the American Legion had requested. The permission was granted and then the American Legion requested an extension to the length of time the road could be closed and traffic could be stopped. IDOT denied the request. The American Legion was advised to contact State Officials to determine if anything additional can be done. The Village supports the parade and will continue to try to work with the American Legion for the benefit of the event and everyone who comes to enjoy it, however, Rt. 178 is the State's jurisdiction, therefore the Village can't close or detour around the route without permission.

With no additional business, the meeting was adjourned at 8:10 pm. Motioned by Trustee Schweickert, seconded by Trustee Pappas.

All in favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk