

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
July 12, 2017
www.utica-il.gov

AGENDA

- I. 7:00 p.m. - Call to Order Regular Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call

- IV. Appearance Request: Hopkins and Associates re: presentation of a report for the Annual Audit - Fiscal Yr. ending 3-31-17
 - I. Finance Liaison
 - 1.) Consideration and Possible Action to accept the Annual Audit for Fiscal Yr. ending 3-31-17 as presented

 - II. Appearance Request: Ms. Joni Hunt, IVAC regarding updates from the Illinois Valley Area Chamber

 - III. Attorney's Report:
 - 1.) Summary of the Planning Commission meeting held on 7-12-17 regarding the Petition of Developer, Tom Burgess; seeking consideration and approval of the final Plat for Ridgeview Estates Subdivision No. 2 – Phase 4
 - 2.) Consideration and Possible Action on an Ordinance Accepting the Donation of property located on Burgess Dr.; Ridgeview Estates Subdivision, for the purpose of establishing a neighborhood park.
 - 3.) Consideration and Possible Action on an Ordinance Accepting the Donation of property located at 2868 E. 777nd Rd., Utica, IL
 - 4.) Consideration and Possible on an Ordinance Amending the Liquor Ordinance to establish that the BYOB Liquor License (with an annual fee in the amount of \$350) as payable annually.

 - IV. Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1.) Minutes: 06-14-17; 06-27-17
 - 2.) June 2017 Financial Stmt's / Summary / Revenue Reports
 - 3.) June 2017 Prepaids
 - 4.) June 2017 A/P Bills
 - 5.) Payment in the amount of \$4,000 to R & R Landscaping for repairs done to Carey Memorial Park ball field
 - 6.) Payment in the amount of \$13,760 to Mason Equipment Service, Inc. for repairs to the Florence Dr. Storm Sewer
 - 7.) Purchase of Equipment for Village Parks (Neighbor's) in the amount of \$5,597 plus S/H
 - 8.) Amendment to the 2017 Payroll Schedule

- V. Donations & Advertising Requests
 - 1.) Consideration and Possible Action of Donation and Advertising requests as follows:
 - a.) \$500 toward expenses for the 10-07-17 Car Show, sponsored by Utica Fire Department and the Village of North Utica

- VI. Village Clerk
- VII. Village Treasurer

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- VIII. Governmental Affairs Liaison
- IX. Park & Recreation Liaison
- X. Streets, Lights & Alleys Liaison
- XI. Police Department Liaison
- XII. Water / Sewer Liaison
- XIII. Building / Zoning Enforcement Officer
- XIV. Maintenance Department/ Public Works Director
 - 1.) Update - Ongoing projects in the Village
 - 2.) Update – Drainage issues on Wright Dr.
 - 3.) Update – Drainage issues on Johnson St.
 - 4.) Update – Lincoln St. Drainage
 - 5.) Update – Status of Sewer Lagoon Testing
 - 6.) Consideration and Possible Action re: Estimates on replacement of a roof on a shelter at Carey Memorial Park
- XV. Village Engineer
 - 1.) Update – Ongoing projects in the Village
 - 2.) Update - Draft of a Village Action Plan for potential flooding
 - 3.) Update - IL River Bridge Project
- XVI. Village President
- XVII. Public Comment
- XVIII. Committee / Trustee Reports
- XIX. Executive Session
 - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
 - 2.) Pending Litigation
 - 3.) Purchase/Sale/Lease of Real Property
- XX. Possible Action regarding Executive Session items
 - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
 - 2.) Pending Litigation
 - 3.) Purchase/Sale/Lease of Real Property
- XXI. Adjournment

Posted 07-10-17

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MINUTES

At 7:07 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Village Clerk Laurie Gbur took meeting attendance. Present at the meeting were Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Joe Bernardoni and Ron Pawlak. Also present at the meeting was Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Appearance Request: Hopkins and Associates, Kim Bird - Ms. Bird presented the annual Audit for Fiscal year ending 3-31-17. She spoke about annual revenues, expenditures, capital expenses and each of the Village's funds. There were no findings noted for the Audit for Fiscal year ending 3-31-17.

Finance Liaison: It was motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to approve and accept the Audit for Fiscal year ending 3-31-17.

6 Yes

Motion carried

Appearance Request: Ms. Joni Hunt, IVAC – Ms. Hunt presented an update on the ongoing projects that IVAC is working on. IVAC and the Regional Economic Development Group serve three counties and they are able to reach 365 businesses and 45,000 customers. They are working on marketing the Illinois Valley area and trying to attract developers to the area. They are also focused on their new website, Facebook and other social media, and they have realized a 60% increase in people using these resources in the past year. Ms. Hunt also stated that there have been several ribbon cuttings in the community, welcoming new businesses. There are currently 18 Utica businesses that are IVAC members. Membership in IVAC has increased from 290 members to 365 members.

Attorney's Report: Attorney Klein presented a summary on the Planning Commission meeting held earlier in the evening regarding the Petition of Developer, Tom Burgess; seeking consideration and approval of the final Plat for Ridgeview Estates Subdivision No. 2 – Phase 4.

The Plat indicates larger lots (1-3 acres each), Village water and private septic systems and a detention pond south of the development. The Burgess family would also like to donate Lots 20 & 21 to the Village for the purpose of establishing the property as a public park. The Planning Commission recommended unanimously to approve the Plat and to accept the donation of property and establish a park.

It was then motioned by Trustee M. Pawlak, seconded by Trustee Krizel to approve the Final Plat for Ridgeview Estates Subdivision No. 2 – Phase 4. Ordinance 2017-17

6 Yes

Motion carried

It was then motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to acquire property located in Ridgeview Estates Subdivision, Lots 20 & 21, for the purpose of establishing a public park. Ordinance 2017-18

6 Yes

Motion carried

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Amendment to Liquor Ordinance - It was then motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to approve amending the BYOB Ordinance to establish the fee as payable on an annual basis in the amount of \$350. Ordinance 2017- 19

6 Yes
Motion carried

Donation of Property – It was motioned by Trustee Bernardoni, seconded by Trustee Schrader to accept the donation of property located at 2868 E. 777th Rd., Utica. Ordinance 2017-20

6 Yes
Motion carried

Consent Agenda: It was motioned by Trustee Schrader, seconded by Trustee Schweickert to approve the Consent Agenda ---- amended as follows: Item #5 payment to R & R Landscaping in the amount of \$6,000

- 1.) Minutes: 06-14-17; 06-27-17
- 2.) June 2017 Financial Stmt's / Summary / Revenue Reports
- 3.) June 2017 Prepaids
- 4.) June 2017 A/P Bills
- 5.) Payment in the amount of \$4,000 to R & R Landscaping for repairs done to Carey Memorial Park ball field
- 6.) Payment in the amount of \$13,760 to Mason Equipment Service, Inc. for repairs to the Florence Dr. Storm Sewer
- 7.) Purchase of Equipment for Village Parks (Neighbor's) in the amount of \$5,597 plus S/H
- 8.) Amendment to the 2017 Payroll Schedule

6 Yes
Motion Carried

Donation & Advertising Requests: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to approve \$500 toward the Car Show being sponsored by the Village and UFPD on 10-7-17.

6 Yes
Motion Carried

Village Clerk: NONE
Village Treasurer: NONE

Governmental Affairs Liaison: NONE
Park & Recreation Liaison: Trustee M. Pawlak stated that the equipment had been ordered for Neighbor's Park.

Streets, Lights & Alleys Liaison: NONE

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Police Department Liaison: Trustee Bernardoni stated that the Ford Explorer Squad was cleaned and put back in service. He also stated that Chief Damron is working on some communication issues with the current radio system.

Water/Sewer Liaison: NONE

Building / Zoning Enforcement: Zoning Officer Spayer stated that there is a new home being built in Senica Manor.

Maintenance Dept.: Public Works Director Curt Spayer provided an update of ongoing projects in the Village. Wright Dr. – They will be reviewing the issue with the property owner within the next week.

Johnson St. and Lincoln St. will be moving forward in August.

Sewer Lagoon – Stewart Spreading is reviewing the information. They will attend the July Committee meeting to discuss our options.

Roof Shelter at Carey Memorial Park – Preliminary cost to replace the roof is from \$6,200 - \$7,729 however, Curt needs to review the estimates.

Spayer also stated that he will provide some information for the Board to review and consider at the next meeting regarding the purchase of a Vactor Truck and possible replacement of the Street Sweeper.

Engineer's Report: Engineer Kevin Heitz provided an update of ongoing projects in the Village.

IL. River Bridge – IDOT submitted the first invoice for review. They will begin invoicing the Village based on the percentage of the job that they have completed.

Flood Plan – Engineer Heitz will begin reviewing this information again. Trustee Bernardoni asked if recent rains in the Chicago area would affect the Village. Eng. Heitz stated that he didn't think it would affect the Village, however anything could change so we are watching it.

President's Report: Mayor Stewart thanked everyone for their help with the Fireworks this year. It was a great event and it was attended by a lot of people.

Public Comment: Mr. Keith Arwood, representing Utica Business Association, thanked the Village for allowing them to sell their 50/50 tickets. They will need letter authorizing the UBA to hold another raffle in 2018.

Committee / Trustee Reports:

Trustee Krizel – A Vendor was set up on Mill St. selling ice cream on the day of the Village's Fireworks Event. There is another ice cream business on that street. They were very upset that the ice cream truck was allowed to be on Mill St.

Mayor Stewart explained that the Vendor, which has come to the event for several years, had a permit from the Village. They were driving through on Mill St. when kids came up to the ice cream truck to obtain candy and gum from the machine on the outside. The ice cream truck pulled over to allow the kids to get their candy. When they were finished, the truck moved on and off of Mill St.

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Executive Session: At 8:25 pm, it was motioned by Trustee Schweickert, seconded by Trustee Schrader to enter into Executive Session for the purpose of:

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

All in Favor
Motion Carried

Reconvene: At 8:40 pm, it was motioned by Trustee Schrader, seconded by Trustee Schweickert to reconvene the meeting.

All in Favor
Motion Carried

With no additional business, at 8:40 pm, it was motioned by Trustee Krizel, seconded by Trustee Bernardoni to adjourn the meeting.

All in favor
Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk