

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
December 13, 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. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1.) Minutes: 11-8-17; 11-28-17
 - 2.) Consideration and Possible Action regarding Utica Fire Department Events for 2018
 - 3.) Consideration and Possible Action regarding Utica Business Association Events for 2018
 - 4.) Discussion and Possible Action regarding Utica Business Association conducting their 50/50 Raffles in the Village of North Utica during 2018.
 - 5.) Consideration and Possible Action regarding the 2018 Village Meeting Date Schedule
 - a) Planning Commission Meeting
 - b) Village Board Meeting
 - c) Committee of the Whole Meeting

- V. Village Clerk

- VI. Village Treasurer
 - 1.) Consideration and Possible Action to approve an Ordinance regarding the 2017 Tax Levy

- VII. Finance Liaison

- VIII. Governmental Affairs Liaison:
 - 1.) General updates on UBA

- 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 – Sewer Lagoon Project schedule
 - a) Consideration and Possible Action to approve an additional cost for the vacuum system for the sewer lagoon project in an amount not to exceed \$64,000
 - 3.) Consideration and Possible Action regarding authorization for the Village President to approve all purchases and repair costs in the Maintenance Department not to exceed \$2,000

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XV. Village Engineer

- 1.) Update – Ongoing projects in the Village
- 2.) Update - Status of IL River Bridge Project
- 3.) Update - Status of Temporary Traffic Signals being installed at the intersection of Rt. 6 & Rt. 178
- 4.) Update – Florence Dr. project
 - a) Consideration and Possible Action to approve the expense to make necessary repairs to the storm water system located along Florence Dr. not to exceed \$10,800

XVI. Village President

- 1.) Consideration and Possible Action regarding a Resolution in Support of Illinois Bicentennial Celebrations in 2018. R17-06

XVII. Attorney's Report

- 1.) Consideration and Possible Action to approve an Ordinance for Responsible Bidders for projects up to a certain threshold
- 2.) Consideration and Possible Action to approve an Ordinance for the purchase of property located at Lot 2875 parcel # 19-08-213-003 in Seneca Manor Subdivision.
- 3.) Consideration and Possible Action to approve an Ordinance granting an Easement to the Village from property located on Lincoln St. known as parcel # 19-08-402-020
- 4.) Consideration and Possible Action to approve amending the Liquor Ordinance.
- 5.) Consideration and Possible Action amending the Contract between the Village of North Utica and Republic Services for the elimination of the annual clean-up day for trash services; and adopting a 'bulk item pick up' every other week for all Village residents.

XVIII. Public Comment

XIX. Committees / Trustees

- 1.) Update on Committee Assignments
- 2.) Trustee Reports

XX. Executive Session

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

XXI. 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

XXII. Adjournment

Posted 12-11-17

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MINUTES

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

It was motioned by Trustee Krizel, seconded by Trustee Schweickert to appoint Treasurer Jamie Turczyn as Clerk Pro-Tem for the meeting in the absence of Village Clerk Laurie Gbur.

6 Yes

Motion carried

It was motioned by Trustee M. Pawlak, seconded by Trustee Schrader to approve the Consent Agenda as follows:

- 1.) Minutes: 11-8-17; 11-28-17
- 2.) Consideration and Possible Action regarding Utica Fire Department Events for 2018
- 3.) Consideration and Possible Action regarding Utica Business Association Events for 2018
- 4.) Discussion and Possible Action regarding Utica Business Association conducting their 50/50 Raffles in the Village of North Utica during 2018.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve Ordinance 2017-32 setting the meeting date schedule for 2018. Note: All Village meetings will now be scheduled as follows:

- a) Planning Commission Meeting – 1st Thursday of each month
- b) Village Board Meeting – 2nd Thursday of each month
- c) Committee of the Whole Meeting – 4th Thursday of each month

6 Yes

Motion Carried

Village Clerk: Absent

Village Treasurer: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to approve the 2017 Tax Levy. Ordinance 2017-33

Tax Rate: 0.13721

Levy Amount: \$57,205

6 Yes

Motion Carried

Finance Liaison: NONE

Governmental Affairs Liaison: Trustee Krizel provided a brief update on the Christmas in the Village event that was held in November. Discussion had been held after the event and the group thought that it would be beneficial to consider adding more to the activities on Saturday. The UBA also discussed an idea to consider selling Christmas Trees and / or having ice skating in the community next year.

Park & Recreation Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Police Department Liaison: Chief Damron stated that the traffic signals are installed at the intersection of Rt. 6 and Rt. 178. and traffic flow and times are being monitored at the intersection.

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Water / Sewer Liaison: NONE

Building/Zoning Enforcement: NONE

Maintenance Department: Public Works Director Curt Spayer provided an update about the ongoing projects in the Village. Sewer Lagoon Project – Stewart Spreading encountered problems with their pump due to the heavy material found in Cell 1. They had to rebuild / replace the pump system before they could continue to pump out the Cells. The additional cost to the project will be \$64,000 for a vacuum system that will be able to effectively pump out the lagoon. It was motioned by Trustee Schrader, seconded by Trustee R. Pawlak to approve the additional project cost to Stewart Spreading in an amount not to exceed \$64,000.

6 Yes

Motion Carried

Regular repairs and emergency maintenance in the Village was then discussed. Sometimes, due to regular maintenance of equipment or emergency situations, there are costs that arise in the department that require immediate action. Currently the Village President is authorized to expend up to \$500 at one time in the Village, however, in the Maintenance Department, it would be beneficial to slightly increase that amount to address emergencies and regular maintenance needs. The Board agreed and it was then motioned by Trustee Schrader, seconded by Trustee Schweickert to authorize the Village President to approve up to \$2,000 when necessary in the Maintenance Department.

6 Yes

Motion Carried

Florence Dr. Project – Repairs to Florence Dr. drainage were discussed. The cost for repairs to the storm water system would be approx. \$10,800. It was motioned by Trustee Schrader, seconded by Trustee Schweickert to approve the repairs at a cost not to exceed \$10,800. Spayer also stated that due to the winter weather, the project would not be completed until Spring.

6 Yes

Motion Carried

Engineer's Report: Village Engineer Kevin Heitz provided an update to the Board about the ongoing projects in the Village. Traffic Signals at the intersection of Rt. 6 & Rt. 178 - Heitz urged everyone to be cautious at the intersection while everyone gets used to the traffic lights and the traffic flow through the intersection.

IL. River Bridge – The project has been moving along however, the coming colder weather could impact and slow down or stop the project for the winter.

President's Report: Illinois is recognizing its Bicentennial Year in 2018. Mayor Stewart asked the Board of Trustees to adopt a Resolution to recognize the Illinois Bicentennial and the Flag that will remain in the Village Hall. It was motioned by Trustee Krizel, seconded by Trustee R. Pawlak to approve Resolution R17-06 recognizing the Illinois Bicentennial.

6 Yes

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Attorney's Report:

Discussion was held about the Responsible Bidder Ordinance that was being considered. A threshold amount was discussed as well as proposed additional language regarding the exclusion of regular maintenance projects, specialty projects and landscaping. A threshold amount of \$25,000 was generally discussed and would require all projects over that amount to be put out to bid. A 2/3 vote by the Village Board can over ride the threshold amount on a certain project. After much discussion it was decided that the item should be tabled until the next Committee of the Whole meeting. Motion was made by Trustee M. Pawlak, seconded by Trustee Schrader.

6 Yes

Motion Carried

It was then motioned by Trustee Schrader, seconded by Trustee R. Pawlak to approve Ordinance 2017-34 for the purchase of property located at Lot 2875 parcel # 19-08-213-003 in Seneca Manor Subdivision.

6 Yes

Motion Carried

It was motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to approve Ordinance 2017-35 granting an Easement to the Village for property located on Lincoln St. known as parcel # 19-08-402-020

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to amend the Liquor Ordinance regarding fees / fines for annual renewal applications not received by June 1st each year. The fine assessed would be \$100 daily if all paperwork is not received. (Certificate proof of insurance, copy of State of Illinois Liquor License and a completed application requesting renewal of the license along with payment for such) Ordinance 2017-36

6 Yes

Motion Carried

It was then motioned by Trustee Bernardoni, seconded by Trustee Krizel to amend the Trash / Recycle Contract to remove the Annual Clean Up Day and add a bulk item pick up every other week.

6 Yes

Motion Carried

Public Comment: NONE

Committee / Trustee Reports:

Trustee M. Pawlak stated that planning for the Pork Fest being held on August 11 & 12, 2018 is going well. Another committee meeting will be held in January.

Trustee R. Pawlak stated that the Village has had issues with Business License Applications being turned in as well. We may need to consider doing something so that people will submit the paperwork on time.

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Also discussed was the committee meeting schedule for December. It was motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to approve rescheduling the Committee of the Whole meeting to December 28th at 7pm.

6 Yes

Motion Carried

Executive Session: NONE

With no additional business, the meeting was adjourned at 7:40 pm. Motioned by Trustee Schrader, seconded by Trustee Bernardoni.

All in favor

Motion Carried

Respectfully submitted for Clerk Pro-Tem Jamie Turczyn,

Laurie A. Gbur
Village Clerk