

VILLAGE OF NORTH UTICA
801 S. Clark St.
North Utica, IL 61373
Special Meeting of the Village Board of Trustees
March 22, 2018 at 7:00 pm

AGENDA

- I. **7:00 p.m. Call to Order**
- II. Pledge of Allegiance
- III. Roll Call

- IV. Village Clerk
 - 1.) Consideration and Possible Action to Appoint Hopkins & Associates as the Auditing Firm for Fiscal yr. ending 3-31-18

- V. Village Treasurer

- VI. Governmental Affairs Liaison – Update on Utica Business Association

- VII. Park & Recreation Liaison
- VIII. Streets, Lights & Alleys Liaison

- IX. Finance Liaison
- X. Donation / Advertising Requests:
 - 1.) Consideration and Possible Action re: Advertising in the Regional Office of Education School Directory \$100

- XI. Police Department Liaison
- XII. Water / Sewer Liaison

- XIII. Building/Zoning Officer
- XIV. Maintenance Department
 - 1.) Update - Ongoing projects in the Village
 - 2.) Update – Schedule of the Sewer Lagoon Project
 - 3.) Update - Florence Dr. Drainage Project
 - 4.) Update – Lincoln St. Drainage Project

- XV. Engineer’s Report
 - 1.) Update – Ongoing projects in the Village
 - 2.) Update – Estimates for the John St. / Hitt St. Project

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XVI. President's Report:

- 1.) Consideration and Possible Action re: Initial payment for expenses for Ameren lighting to be installed in Ridgeview Subdivision Phase 4

XVII. Attorney's Report

- 1.) Consideration and Possible Action re: An Ordinance Allowing for the Direct Sale of certain goods baked in Home-based Kitchens
- 2.) Consideration and Possible Action to Approve an Intergovernmental Agreement between the Village of North Utica and Utica Fire Protection District regarding the Maintenance of a Traffic Light Pre-emptive Device
- 3.) Consideration and Possible Recommendation regarding Amending the Liquor Ordinance re: Defining a Class G License
- 4.) Consideration and Possible Action regarding an amendment of the Zoning Ordinance to further define the term 'bars and taverns' as contained therein.
- 5.) Consideration of Approval of Intergovernmental Agreement with Waltham School regarding Utica TIF 1 Extension
- 6.) Consideration and Possible Action regarding entering into Agreements between certain Utica Businesses, generally located on Mill St., and the Village of North Utica to authorize the Village to install brackets on the Buildings for the purpose of attaching Street Lighting.

XVIII. Committees / Trustees

- 1.) Update on Committee Assignments:
 - a) Emergency Action Plan
 - b) Pork Fest being held on 8-11-18 and 8-12-18
 - a. Consideration and Possible Action regarding expenses for the Pork Fest event being held on 8-11-18 and 8-12-18
- 2.) 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. Consideration and Possible Action regarding Executive Session items

XXII. Adjournment

POSTED 03-20-18

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MINUTES

At 7:02 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Present at the meeting were Village Clerk Laurie Gbur and Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Joe Bernardoni and Ron Pawlak. Also present were Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Village Clerk: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to approve the appointment of Hopkins & Associates as the Auditing Firm for Fiscal yr. ending March 31, 2018.

6 Yes

Motion Carried

Village Treasurer: Absent

Governmental Affairs Liaison: NONE

Park & Recreation Liaison: NONE

Streets, Alleys & Lights Liaison: NONE

Finance Liaison: NONE

Donations & Advertising Requests: It was motioned by Trustee Schweickert, seconded by Trustee Krizel to place an ad in the annual Regional Office of Education School Directory in the amount of \$100.

6 Yes

Motion Carried

Police Department Liaison: Chief Damron stated that the Police Departments updated Policy Manual has been completed and will be updated as things change.

Water / Sewer Liaison: NONE

Building / Zoning Enforcement: NONE

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

Lincoln St. Drainage Project – Tentatively scheduled for the middle of April depending on the weather.

Florence Dr. Drainage Project - Tentatively scheduled for the end of April or early in May depending on the weather.

Sewer Lagoon Project – Schedule for this project is being reviewed.

Spayer then stated that the sewer pump he had been considering is no longer available so he is purchasing another one at a lower cost of \$13,900. It should be delivered within a few days.

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

Casey's General Store – Tentatively opening on April 19, 2018.

Mill St. Lighting Project – A drone was used to establish elevations and building heights for the installation of Canopy Lighting on Mill St.

Ridgeview Estates Phase 4 – Watermain and Storm Sewer is being installed; roadways to follow.

John St. / Hitt St. Project – Heitz stated that he will provide estimates on the proposed project at the April Board Meeting.

President's Report: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to an Intergovernmental Agreement with Tom Burgess for the initial payment for expenses for Ameren lighting to be installed in Ridgeview Subdivision Phase 4.

6 Yes

Motion Carried

President Stewart then reminded everyone that the Annual Easter Egg Hunt will be taking place on Saturday, March 31st at 11:00 am in Carey Memorial Park.

Attorney's Report:

It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an Ordinance allowing for the Direct Sale of Home Baked Goods within the Village. ORD 2018-10

6 Yes

Motion Carried

It was then motioned by Trustee M. Pawlak, seconded by Trustee Schrader to Table the item regarding an Intergovernmental Agreement between the Village of North Utica and Utica Fire Protection District in relation to the maintenance on a traffic light device, pending further review.

6 Yes

Motion Carried

Discussion was held regarding the Class G Liquor License as it pertains to beer tasting. The Board decided to amend the license as follows: no beer taps will be allowed under the License and 4 oz. limit will be removed from the definition of this classification. Motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to establish this language.

6 Yes

Motion Carried

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However, after additional discussion, this item as well as the item (items 3 & 4 under “attorney’s report”) regarding amending the Zoning Ordinance to further define the term ‘bars and taverns’ as contained therein, were then tabled. Motioned by Trustee Schweickert, seconded by Trustee R. Pawlak. These items will be further discussed in Committee.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Schrader to approve an Ordinance amending the existing Intergovernmental Agreement between the Village of North Utica and Waltham School regarding Utica TIF 1 extension; subject to Waltham approving same. Ordinance 2018-11

6 Yes

Motion Carried

It was then motioned by Trustee Schrader, seconded by Trustee M. Pawlak to approve an Ordinance authorizing the Village President to enter into Agreements with property owners of certain buildings located on Mill St.; and to authorize the Village to contract for the installation of brackets on the buildings for the purpose of attaching street lighting. Ordinance 2018-12

6 Yes

Motion Carried

Committee / Trustee Reports:

Trustee M. Pawlak stated that she is receiving a great response to the upcoming Pork Fest Event.

Mayor Stewart stated that there is a lot to plan for this event, but we are moving forward pretty well. We have been meeting monthly but may need to increase that as we get closer.

Clerk Gbur then stated that she would like the item regarding approval of a budget for the upcoming event to be tabled until more estimates of cost can be gathered.

It was motioned by Trustee M. Pawlak, seconded by Trustee Schweickert to table the budget for the time being.

All in Favor

Motion Carried

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Public Comment: NONE

Executive Session: NONE

Adjournment: With no additional business, the meeting was adjourned at 7:46 pm.

Motioned by Trustee Schweickert, seconded by Trustee Schrader.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur

Village Clerk