

**VILLAGE OF NORTH UTICA**  
**801 S. Clark St.**  
**North Utica, IL 61373**  
**Meeting of the Board of Trustees**  
**September 10, 2020**  
[www.utica-il.gov](http://www.utica-il.gov)

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**AGENDA**

- I. **7:00 p.m.** - Call to Order Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call
  
- IV. Appearance Request: Hopkins & Associates presenting the Village of North Utica annual Audit for Fiscal Yr. ending 3-31-20
  - 1.) Consideration and Possible Action to Accept the Village of North Utica annual Audit for Fiscal Yr. ending 3-31-20
  
- V. Village Attorney:
  - 1.) Summary of the Public Hearing(s) held on 8-27-2020
  - 2.) Consideration and Possible Action regarding the Petition of Jason and Aron Galvan, owners of property currently zoned R-1, located at 312 Towpath Road, Utica, IL, seeking a Zoning and map amendment.
    - a. Petitioner is seeking to amend the zoning of such property to A-1 (Agriculture district; Section 10- 6-1) (Agricultural District; Section 10-6-1)
    - b. Such other relief that is necessary to allow Petitioner's intended use of the property.
  - 3.) Consideration and Possible Action regarding the Petition of Christopher and Heather Davis, owners of property currently zoned R-1, located at 2 Bridget Terrace, Utica, IL seeking a Variance to the Village of North Utica Zoning Ordinance provisions regarding construction of an accessory building for pool use and storage purposes.
    - a. Variance from Section 10.7A et. seq. to allow a necessary structure of up to 360 sq. ft.;
    - b. Variance to allow the ground floor area of all garages and accessory structures to exceed 1,200 sq. ft. in area and 25% of the rear yard;
    - c. Such other relief that is necessary to allow Petitioner's intended use.
  - 4.) Consideration and Possible Action on an Ordinance approving a Certification Agreement establishing requirements and funding available to the Village of North Utica from participating in the Local CURE Program; local funding from the federal CARES Act for eligible expenses from COVID-19.
  - 5.) Consideration and Possible Action re: amendment to the 2020-2021 Snow Removal Contract between the Village of North Utica and Utica Township.
  
- VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
  - 1.) Minutes: 02-27-2020; 08-13-2020; 08-27-2020
  - 2.) Aug 2020 Financial Stmts. / Summary / Revenue Reports
  - 3.) Aug 2020 Prepaids
  - 4.) Aug 2020 A/P Bills
  - 5.) Approval of the annual Knights of Columbus Tootsie Roll Drive being held on Mill St. and at Carey Memorial Park on September 19 & 20, 2020.
  - 6.) Approval of the purchase of a new pump for the Grand Bear Lift Station in the amount of \$19,643.
  - 7.) Authorization of the Village Engineer to seek bids on resurfacing the basketball courts at Carey Memorial Park and paving at Magnsuon Park.
  - 8.) Authorization of the Village President to seek bids for the sale of Village owned properties located on Mill St., Utica, IL (Lots 3, 4, 5 & 11)

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- VII. Village Clerk
- VIII. Director of Village Affairs:
  - 1.) Update on upcoming Village Events & Affairs
- IX. Village Treasurer:
  - 1.) Consideration and Possible Action re: Annual Treasurer's Report Fiscal Yr. ending 3-31-20
- X. Finance Liaison
- XI. Donations & Advertising Requests
- XII. Police Department Liaison
- XIII. Water / Sewer Liaison
- XIV. Governmental Affairs Liaison:
  - 1.) General updates on Utica Business Association
- XV. Park & Recreation Liaison
- XVI. Streets, Lights & Alleys Liaison
- XVII. Building / Zoning Enforcement
- XVIII. Maintenance Department
  - 1.) Updates on any ongoing / upcoming projects in the Village
- XIX. Village Engineer:
  - 1.) Updates on any ongoing / upcoming projects in the Village
- XX. Village President
- XXI. Committees / Trustees
  - 1.) Trustee Reports
- XXII. Public Comment
- XXIII. Executive Session
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
- XXIV. 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
- XXV. Adjournment

REVISED: 09-08-2020

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MINUTES

At 7:00 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance.

Village Clerk Laurie Gbur was absent from the meeting. A motion was made by Trustee Schrader seconded by Trustee Schweickert to appoint Jamie Turczyn as Clerk Pro-Tem for the meeting.

6 Yes

Motion Carried

Meeting attendance was recorded. Present for the meeting were Trustees John Schweickert, Nate Holland, Ron Pawlak, Debbie Krizel, Mary Pawlak and Jim Schrader. Also present were Village Attorney Herb Klein, Director of Village Affairs Jamie Turczyn and Village Treasurer Jill Margis, Public Works Director Curt Spayer and Village Engineer Kevin Heitz.

Appearance Request: Kim Bird, Hopkins & Associates, presented an overview and summary of the revenue and expenses for the annual Audit for Fiscal year ending 3-31-2020. It was noted that the General Fund had increased slightly while TIF funds remained approximately the same from the preceding year. The Water / Sewer Fund had also increased due to additional funds resulting from the Village beginning to read residential meters during the Fiscal year.

After the presentation, it was motioned by Trustee R. Pawlak, seconded by Trustee M. Pawlak to accept the annual audit for Fiscal Yr. ending 3-31-20.

6 Yes

Motion Carried

Village Attorney: Attorney Klein provided a brief summary regarding the Petition of Jason and Aron Galvan, owners of property currently zoned R-1, located at 312 Towpath Road, Utica, IL, seeking a Zoning and map amendment.

The Petitioners are seeking to amend the zoning of such property from R-1 to A-1 to allow them to return the property to use for farming and agriculture. The property is approx. 14 acres and there are no immediate neighbors. There was no one present at the Public Hearing to speak in opposition of the Petition. After closing the Hearing, the Planning Commission made the recommendation to rezone the property to A-1.

It was then motioned by Trustee Krizel, seconded by Trustee M. Pawlak to approve the rezoning of property located at 312 Towpath Road, Utica, IL to A-1 (Agriculture Zoning). ORD 2020-21

6 Yes

Motion Carried

Attorney Klein then provided a brief summary regarding the Petition of Christopher and Heather Davis, owners of property currently zoned R-1, located at 2 Bridget Terrace, Utica, IL seeking a Variance to the Village of North Utica Zoning Ordinance provisions regarding construction of an accessory building for pool use and storage purposes.

The Petitioners are seeking a Variance from Section 10.7A et. seq. to allow a necessary structure of up to 360 sq. ft.; and a Variance to allow the ground floor area of all garages and accessory structures to exceed 1,200 sq. ft. in area and 25% of the rear yard. They would like to construct a pool house / storage accessory building in the rear yard which will be approx. 480 sq. ft. There was no one present at the Public Hearing to speak in opposition of the Petition. After closing the Hearing, the Planning Commission made the recommendation to allow the Variances for the property.

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to grant approval of a Variance for property located at 2 Bridget Terrace, Utica, IL to allow for the construction of an accessory structure of up to 480 sq. ft.

ORD 2020-22

6 Yes

Motion Carried

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MINUTES

The Planning Commission also Tabled the item regarding potential amendments to the Village of North Utica Zoning Ordinance (Title 10 et.al.), including, but not limited to, provisions within Definitions Section (Section 10-2-1 et.al.) and in regard to consideration of whether, in what circumstances, and/or in which zoning districts, cannabis dispensary business establishments, cannabis growth and/or manufacturing businesses, and cannabis social areas may be allowed, including, but not being limited to, consideration of allowances as defined within provisions of the recently enacted State of Illinois Cannabis Regulation and Tax Act and any and all other matters related in any matter to the growth, manufacturing, sale and/or use of cannabis within the corporate limits of the Village of North Utica and matters related thereto. Since the Planning Commission had not been meeting for several months, due to Covid-19, the Village will re-publish this item for further discussion and consideration at a future Public Hearing of the Planning Commission. Currently, there have been no applications related to cannabis growth or manufacturing businesses in the Village of North Utica, however, the Planning Commission will discuss the item and make their recommendations to the Board regarding such.

The Village will be seeking funding reimbursement from DCEO; Local Coronavirus Urgent Remediation Emergency Funding. The Village has been allotted up to \$55,774 in eligible reimbursement funds. It was then motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to approve an Ordinance authorizing the Village to seek Funding from the Local Cures DECO Grant for reimbursement of expenses due to Covid-19. ORD 2020-23

6 Yes

Motion Carried

The annual Snow Removal Contract between the Village of North Utica and Utica Township / Road Commissioner was then discussed. The agreement has been in place since 2012 however, a new agreement is being considered. The new agreement, beginning October 1, 2020 and ending on September 30, 2021, will be executed by the Village President. The cost of services for the term of the 1-year contract will be \$10,000 and this will be the final year of the contract for snow removal. It was then motioned by Trustee Schrader, seconded by Trustee M. Pawlak to authorize the Village President to execute the agreement between the Village of North Utica and Utica Township / Road Commissioner for one year, from October 1, 2020 through September 30, 2021 in the amount of \$10,000. ORD 2020-24

6 Yes

Motion Carried

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

- 1.) Minutes: 02-27-2020; 08-13-2020; 08-27-2020
- 2.) Aug 2020 Financial Stmts. / Summary / Revenue Reports
- 3.) Aug 2020 Prepaids
- 4.) Aug 2020 A/P Bills
- 5.) Approval of the annual Knights of Columbus Tootsie Roll Drive being held on Mill St. and at Carey Memorial Park on September 19 & 20, 2020.
- 6.) Approval of the purchase of a new pump for the Grand Bear Lift Station in the amount of \$19,643.
- 7.) Authorization of the Village Engineer to seek bids on resurfacing the basketball courts at Carey Memorial Park and paving at Magnsuo Park.
- 8.) Authorization of the Village President to seek bids for the sale of Village owned properties located on Mill St., Utica, IL (Lots 3, 4, 5 & 11)

6 Yes

Motion Carried

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MINUTES

Village Clerk: NONE

Director of Village Affairs: Director Jamie Turczyn provided an update on the upcoming events in the Village.  
Crosley Car Show – being held on September 13, 2020 at Carey Memorial Park.  
Vintage Illinois Wine Fest – being held on September 19 & 20, 2020 at Carey Memorial Park.

Village Treasurer: The Board was provided copies of the annual Treasurer’s Report for Fiscal year ending 3-31-20. A brief discussion was held regarding the revenue and expenses for the year. The Village Clerk will file the report with LaSalle County and publish the report in the News Tribune by the end of September, as required. It was then motioned by Trustee M. Pawlak, seconded by Trustee Schrader to approve the Treasurer’s Report for Fiscal year ending 3-31-20 as presented.

6 Yes

Motion Carried

Finance Liaison: NONE

Donations & Advertising Requests: NONE

Police Department Liaison: NONE

Water / Sewer Liaison: NONE

Governmental Affairs Liaison: NONE

Park & Recreation Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Building / Zoning Enforcement: Zoning Enforcement Office Spayer stated that there are a couple of new homes that will be built in the community.

Maintenance Department: Public Works Director Spayer provided an update on the ongoing projects in the Village. Rough-cut mower- Spayer stated that the department needs to purchase a rough-cut mower to help with mowing the ditches near the Rt. 6 Tower and the Ridgeview out-lots. The cost of a 2-year old used rough-cut mower is approx. \$8,500. It was motioned by Trustee R. Pawlak, seconded by Trustee M. Pawlak to approve the purchase of the rough-cut mower in an amount not to exceed \$8,500.

6 Yes

Motion Carried

Village Engineer: Engineer Kevin Heitz provided an update on the ongoing projects in the Village.

IL River Bridge – Engineer Heitz stated that the bridge is really moving along; the bike path is going to be very nice for the Village.

Downtown Development – There is upcoming development in the downtown area of Mill St. where the empty lots are. Heitz has a crew out to do survey work in the area to look at extending the streetscape.

Rt6 / Rt 178 Intersection – Engineer Heitz will be working on the plan for relocation of some of the Villages’ utilities.  
Paving estimates – Engineer Heitz is seeking estimates on the resurfacing of the basketball courts at Carey Memorial Park as well as some paving at Magnuson Park.

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Village President: There were some complaints about noise over the weekend from the event at Jamie's Outpost. The event was approved through 11 pm however, we didn't realize it would be as loud as it was.

Committee / Trustee Reports:

Trustee Krizel asked about the burn ban. Mayor Stewart stated that the burn ban had already ended.

Trustee M. Pawlak asked when the Outdoor Dining will end so that Mill St. will open. Mayor Stewart stated that the closure for Outdoor Dining currently goes through October 4, 2020.

Trustee Schrader asked about the annual Veterans Parade. Mayor Stewart stated that the American Legion has not had any meeting due to Covid-19 therefore the annual Veterans Parade will not be held this year.

Public Comment: NONE

Executive Session: At 7:43 pm. it was motioned by Trustee Schrader, seconded by Trustee R. Pawlak to enter into Executive Session for the purpose of:

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

All in Favor

Motion Carried

At 8:24 pm it was motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to reconvene the meeting.

All in Favor

Motion Carried

With no additional business, it was motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to adjourn the meeting at 8:25 pm.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk