

VILLAGE OF NORTH UTICA
North Utica, IL 61373
Meeting of the Board of Trustees
February 11, 2021
www.utica-il.gov

AGENDA

- I. **7:00 p.m.** - Call to Order 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: 01-14-2021; 01-28-2021
 - 2.) January 2021 Financial Stmts. / Summary / Revenue Reports
 - 3.) January 2021 Prepaids
 - 4.) January 2021 A/P Bills

- V. Village Clerk

- VI. Director of Village Affairs:
 - 1.) Update on upcoming Village Events & Affairs
 - 2.) Consideration and Possible Action to approve Minutes from the January 28, 2021 Public Hearing regarding the Community Development Block Grant (CDBG) Downstate Small Business Stabilization (DSBS) Grants funded through the Illinois Department of Commerce and Economic Opportunity to address the needs of businesses located in the Village of North Utica due to the COVID-19 emergency.
 - 3.) Consideration and possible Action regarding the annual renewal of email / office server licenses through Planet Technologies for the Village of North Utica computer network system at a cost not to exceed \$1533.24

- VII. Village Treasurer

- VIII. Finance Liaison

- IX. Donations Requests: Consideration and Possible Action regarding a donation to Utica Fire Department in the amount of \$1,000

- X. Police Department Liaison

- XI. Water / Sewer Liaison

- XII. Governmental Affairs Liaison:
 - 1.) General updates on Utica Business Association

- XIII. Park & Recreation Liaison

- XIV. Streets, Lights & Alleys Liaison

- XV. Building / Zoning Enforcement

- XVI. Maintenance Department
 - 1.) Updates on any ongoing / upcoming projects in the Village
 - 2.) Consideration and Possible Action re: Purchase of additional road Salt as needed

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XVII. Village Engineer:

- 1.) Updates on any ongoing / upcoming projects in the Village
- 2.) Update - Rt. 6 & Rt. 178 Intersection project regarding Utility Relocation schedule, easements, permits and estimated project cost.

XVIII. Village Attorney:

- 1.) Summary of the Public Hearing held on October 29, 2020 re: The Petition of David Johnson, DND Property Solutions, LLC, seeking a Special Use under the Village of North Utica Zoning Ordinance Section 10-8B-3 to operate a bar with video gaming devices on his property, located at 325 Clark St., Utica, IL. The Property is zoned C-2.
 - a) Consideration and Possible Action re: An Ordinance granting a Special Use to operate a bar with video gaming on the premises.
- 2.) Summary of the Public Hearing held on January 28, 2021 re: The Petition of Matt Cetwinski, Jen Cetwinski and ROC Developers, Inc, owner(s) of property located at 166 Mill Street, Utica, IL., seeking a Special Use under the Village of North Utica Zoning Ordinance Section 10-8B-3 to operate a bar in conjunction with a specialty food sales / retail store. The property is zoned C-1.
 - a) Consideration and Possible Action re: An Ordinance granting a Special Use to operate a bar in conjunction with specialty food sales and / or retail store on the premises.
- 3.) Consideration and Possible Action on an Ordinance regarding amending the Village of North Utica Liquor Ordinance related to Liquor Licenses
- 4.) Consideration and Possible Action on an Ordinance Approving an Intergovernmental Agreement between the Village of North Utica and Waltham School District No. 185 regarding the use of Village Facilities

XIX. Village President:

- 1.) Discussion and Consideration and Possible Action regarding the schedule for 2021 Seasonal Outdoor Dining

XX. Committees / Trustees

- 1.) Trustee Reports

XXI. Public Comment

XXII. Executive Session

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

XXIII. 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

XXIV. Adjournment

REVISED: 02-09-2021

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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 R. Pawlak 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 Director of Village Affairs Jamie Turczyn, Village Treasurer Jill Margis, Public Works Director Curt Spayer, Police Chief Rodney Damron, Village Attorney Herb Klein and Village Engineer Kevin Heitz.

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

- 1.) Minutes: 01-14-2021; 01-28-2021
- 2.) January 2021 Financial Stmts. / Summary / Revenue Reports
- 3.) January 2021 Prepays
- 4.) January 2021 A/P Bills

6 Yes

Motion Carried

Village Clerk: NONE

Director of Village Affairs: Director Jamie Turczyn provided an update on Village Affairs.

Public Hearing Minutes – 01-28-2021: It was motioned by Trustee Krizel, seconded by Trustee Holland to approve the Minutes from the January 28, 2021 Public Hearing regarding the close-out of the Community Development Block Grant (CDBG) Downstate Small Business Stabilization (DSBS) Grants funded through the Illinois Department of Commerce and Economic Opportunity awarded to address the needs of businesses located in the Village of North Utica due to the COVID-19 emergency.

6 Yes

Motion Carried

Email / office server licenses: It was motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to approve the annual renewal of email / office server licenses through Planet Technologies for the Village of North Utica computer network system, at a cost not to exceed \$1,533.24.

6 Yes

Motion Carried

Village Treasurer: NONE

Finance Liaison: NONE

Donation Requests: It was motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to approve a donation to Utica Fire Department in the amount of \$1,000.

6 Yes

Motion Carried

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Police Department Liaison: NONE

Water / Sewer Liaison: NONE

Governmental Affairs Liaison: NONE

Park & Recreation Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Building / Zoning Enforcement: NONE

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

Additional Road Salt: It was motioned by Trustee R. Pawlak, seconded by Trustee Schrader to approve the purchase of additional road salt for the remainder of the 2021 Winter season in an amount not to exceed \$10,000. The Village Board agreed that the Maintenance Department has been doing a great job on plowing and salting the roads.

6 Yes

Motion Carried

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

Update - Rt. 6 & Rt. 178 Intersection project regarding Utility Relocation schedule, easements, permits and estimated project cost: Engineer Heitz stated that the plans have been completed and the permit has been submitted to IDOT. The IDOT contract states that Village utilities need to be relocated by May 15, 2021. Temporary traffic signals will be used throughout the construction of the roundabout. IDOT has set forth an aggressive schedule for the project; it will consist of 100 working days. The estimated cost to the Village for the utility relocation and other related expenses will be in excess of \$250,000 and Engineer Heitz noted that some costs will be reimbursable. It was then motioned by Trustee Holland, seconded by Trustee Schweickert to authorize the Village Engineer to seek bids, on behalf of the Village of North Utica, for the utility relocation project. The bids will be due on March 11, 2021, and a Contract will be awarded at the Board Meeting that evening.

Update – Village MFT Road Project: Due to the winter weather, it has been difficult to assess the condition of Village streets. Engineer Heitz hopes to complete an assessment and present the information at a future committee meeting.

Village Attorney: Village Attorney Herb Klein provided a brief summary of the Public Hearing held on October 29, 2020 regarding the Petition of David Johnson, DND Property Solutions, LLC, seeking a Special Use under the Village of North Utica Zoning Ordinance Section 10-8B-3 to operate a bar with video gaming devices on his property located at 325 Clark St., Utica, IL. The Property is zoned C-2. There were no objectors at the Public Hearing.

Trustee Schweickert thanked Mr. Johnson for his patience while his Petition had been reviewed by the Board during several ongoing discussions.

Trustee Krizel stated that she has concerns as to whether the business would be a good fit for the community. She also stated that there are two separate commercial districts located in downtown Utica; does the Village have a goal or plan for the businesses coming in to the south end of the Village, in the C-2 District?

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Trustee Schweickert made a motion to grant a Special Use for the operation of a bar with video gaming devices on property located at 325 Clark St., Utica, non-transferrable and with an expiration of September 1, 2022. The Special Use can be renewed by the Village Board prior to that expiration. The Motion was seconded by Trustee Schrader.

ORD 2021-03

3 Yes (Trustees Schweickert, M. Pawlak & Schrader)

3 No (Trustees Holland, Krizel, & R. Pawlak)

Mayor Stewart voted Yes to break the tie vote by the Village Board of Trustees

Motion Carried

Attorney Klein then provided a brief summary on the Petition of Matt Cetwinski, Jen Cetwinski and ROC Developers, Inc., owners of property located at 166 Mill St., Utica, IL, seeking a Special Use under the Village of North Utica Zoning Ordinance Section 10-8B-3 to operate a bar in conjunction with a specialty food sales / retail store. The property is zoned C-1. The business will offer coffee, kahlua, beer, wine and deli food. There will also be two rental units and one permanent residence located upstairs. There were no objectors at the Public Hearing.

Attorney Klein also noted that the Planning Commission also reviewed the design plans for the property.

It was then motioned by Trustee Schweickert, seconded by Trustee Holland to grant a Special Use for the operation of a bar in conjunction with a specialty food sales / retail store. ORD 2021-04

5 Yes (Trustees Schweickert, Holland, Krizel, M. Pawlak & Schrader)

1 No (Trustee R. Pawlak)

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Schrader to approve the amendment to the Liquor Ordinance related to liquor licenses. The number of Class A Liquor Licenses was increased to (11) eleven. ORD 2021-05

4 Yes (Trustees Schweickert, Holland, M. Pawlak & Schrader)

2 No (Trustees R. Pawlak & Krizel)

Motion Carried

It was then motioned by Trustee Schrader, seconded by Trustee R. Pawlak to approve an Intergovernmental Agreement between the Village of North Utica and Waltham School District No. 185 regarding the use of Village Facilities. The agreement allows for Waltham School to utilize the gymnasium at the former school building, being purchased by the Village, for a 5-year term. ORD 2021-06

6 Yes

Motion Carried

Village President: Mayor Stewart provided an update on the purchase of the former Waltham School Building and property, located at 248 Canal St., Utica. Village Engineer Heitz is working on a design for the future Village Hall and the plans should be ready for display at an Open House to be held at the end of March.

2021 Outdoor Dining Season: Mayor Stewart met with several business owners on Mill St. to discuss the upcoming outdoor dining season. Those that were unable to attend, provided comments via email.

Guidelines for Outdoor Dining on Mill St.:

The back alley needs to be used for customer parking only; Employees should not be parking in the alley.

Sidewalks will need to remain clear to walking traffic; no tables or planters will be allowed.

Spacing for those wishing to participate in outdoor dining will be in front of their respective businesses; everyone will need to work with their neighbors. Requests for additional space must be submitted to the Village in writing.

Boarders being used to separate businesses should be a defined space that looks nice, creative and unique.

Hours for the outdoor dining will be from 6 am – 11 pm.

No tents will be allowed. If umbrellas will be used, they must have a very strong and sturdy base to hold them.

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No bars or grills will be allowed.

There must be a remaining fire lane.

Insurance must be provided.

Tentative Dates: May 3, 2021 to close the road; May 5, 2021 for the businesses to set up their outdoor dining areas; May 7, 2021 outdoor dining will begin; October 24, 2021 outdoor dining will end.

Being discussed: Timeline for outdoor dining. Should it be approved seasonally or for 3 or 5 years at a time?

It was then motioned by Trustee Holland, seconded by Trustee Schweickert to approve closing the road for outdoor dining for 3 years; 2021, 2022 and 2023, between May 3rd through October 24th each year.

6 Yes

Motion Carried

It was noted that an Outdoor Dining Ordinance containing guidelines for such, would be considered at the March Board Meeting.

Committee / Trustee Reports:

Trustee Krizel – Mrs. Rona Burrows asked about installing a ‘no parking’ sign on Donaldson St. on the south side of the road due to the soft shoulder.

Public Comment: Luke Goucher, Lodi Tap House said Thank You to the Board for considering approval of another season of outdoor dining on Mill St.

Executive Session: NONE

With no additional business, the meeting was adjourned at 8:06 pm. Motioned by Trustee Schweickert, seconded by Trustee Holland.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk