

# VILLAGE OF NORTH UTICA

**248 W. Canal St.**

North Utica, IL 61373

Meeting of the Village Board of Trustees

And the Planning Commission

For a Joint Meeting

5:30 PM

March 30, 2021

[www.utica-il.gov](http://www.utica-il.gov)

## AGENDA

- I. **5:30 PM** Call to Order – 248 W. Canal St., Utica, IL
- II. Pledge of Allegiance
- III. Roll Call
  - 1.) Village Board of Trustees
  - 2.) Planning Commission
- IV. Public Community Open House Meeting for the discussion of a Design Review on Renovation Plans for Public Property located at 248 Canal St., Utica, IL (formerly Waltham Elementary School)
- V. Public Comment
- VI. Discussion and Possible Recommendations from the Planning Commission and Village Board
- VII. Adjournment

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## MINUTES

At 5:30 pm the Joint Meeting of the Village Board of Trustee and Planning Commission was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Meeting attendance was recorded by Village Clerk Laurie Gbur. 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, Police Chief Rodney Damron, Public Works Director Curt Spayer, Village Attorney Herb Klein and Village Engineer Kevin Heitz. Also present for the meeting were Planning Commission Members Doug Gift, Mike Brown, Roy Chapman and Chairman Tom Guttilla. Planning Commission Members Dennis Hamilton, Warren Munson and Bill Zens were absent from the meeting. Village Attorney Herb Klein, Village Engineer Kevin Heitz, Director of Village Affairs Jamie Turczyn and Public Works Director Curt Spayer also attended the meeting.

Mayor Stewart welcomed everyone to the Public Open House for the review of design plans for proposed renovations of the new building located at 248 W. Canal St. – formerly Waltham Elementary School. He stated that the new building – renamed the Village of North Utica Business and Community Center, will be the home of the Village Administrative Offices. It will also provide opportunities for residents and organizations to enjoy the gymnasium for indoor recreation, meetings and gatherings and there will be a space dedicated to being utilized as a business incubator to help local incoming businesses to get settled in the community while they look at options for a permanent location. The North Utica Police Department will remain in its' current location to provide them with an opportunity to grow into a much-needed larger space.

Village Engineer Heitz then provided a power point review of the proposed plans. The power point included the original footprint of the property as well as the new design concept. The new building will require renovations to construct offices, replace some of the existing interior materials and updating of the restrooms for ADA compliance. The Playground equipment will remain on the property for use by Village residents. The building is 10,910 sq. ft and the gymnasium is 5,070 sq. ft. There is also a shed that will remain on the property. The building was constructed in 1951 and there were two additions constructed; one in 1971 and one in 1994.

Additional discussion was held about the business incubator office, landscaping and the timeline for the renovations to be completed.

With no additional comments or questions Mayor Stewart invited everyone to tour the facility. Signs were located in each area outlining the future use and the design plans were displayed in the gymnasium.

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MINUTES

It was motioned by Trustee Schweickert, seconded by Trustee Holland to adjourn the meeting at 7:30 pm.

All in Favor

Motion Carried

It was then motioned by Planning Commission Member Gift, seconded by Member Chapman to adjourn the meeting at 7:30 pm.

All in Favor

Motion Carried

Respectfully submitted

Laurie A. Gbur

Village Clerk