

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
June 10, 2021
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. Consideration and Possible Action for the Approval of a Consent Agenda including the following items
 - 1.) Minutes: 05-13-2021; 05-26-2021
 - 2.) May 2021 Financial Stmts / Summary / Revenue Reports
 - 3.) May 2021 Prepays
 - 4.) May 2021 A/P Bills
- V. Village Clerk
- VI. Director of Village Affairs:
 - 1.) Consideration and Possible Action on an Ordinance approving an Agreement between the Village of North Utica and Canal Corridor Association for a Bike Share Program (I & M Canal)
- VII. Village Treasurer
- VIII. Police Department – Chief Damron
- IX. Building / Zoning Enforcement Officer
- X. Maintenance Department / Public Works Director
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – 2021 Project List
- XI. Village Engineer
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – regarding the Florence Dr. Project
 - 3.) Update – regarding the Johnson St. Drainage Project
 - 4.) Update – regarding the 2021 MFT Road Project – Village Street Assessment
 - 5.) Update – regarding Storm Water Drainage along E. 752nd Rd in Senica Manor Subdivision
 - 6.) Update --New Village Hall Administrative Building
 - a) Consideration and Possible Action on Estimates for Renovations to the Property located at 248 W. Canal St., Utica, IL.
 - a.) Flooring - Carpet Weavers Flooring Not to Exceed \$60,000
 - b.) Painting – Gary Hopps Painting Not to Exceed \$25,000
 - 7.) Update – IDOT Rt. 6 & Rt. 178 Intersection project regarding Utility Relocation
 - 8.) Rt. 6 & Rt. 178 Traffic Signals:
 - a) Consideration and Possible Action on the renewal of an Intergovernmental Agreement between the Village of North Utica and IDOT regarding Maintenance of Temporary Traffic Signals located at the Intersection of Rt. 6 & Rt. 178

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XII. Village Attorney:

- 1.) Consideration and Possible Action on an Ordinance amending the Liquor Ordinance regarding the Class E Retail (Beer Garden) Liquor License and Fees

XIII. Village President:

- 1.) Appointment of Committees: Consideration and Possible Action regarding the Appointment of Committees as follows:

- a) Village of North Utica Governmental Affairs Committee
- b) Village of North Utica Fire & School Liaison Committee
- c) Village of North Utica Zoning Ordinance Review Committee

- 2.) Appointment of Special Counsel: Consideration and Possible Action regarding the Appointment of Special Counsel regarding Licensing Ordinance Matters

XIV. Public Comment

XV. Committee / Trustee Reports

XVI. Executive Session

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

XVII. 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

XVIII. Adjournment

Posted 06-08-2021

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MINUTES

At 7:02 pm, the Meeting of the Board of Trustees 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 at the Meeting were Board Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Nate Holland, and Ron Pawlak. Also present at the Meeting were Village Attorney Herb Klein, Village Engineer Kevin Heitz, Police Chief Rodney Damron, Director of Village Affairs Jamie Turczyn, Village Treasurer Jill Margis and Public Works Director / Zoning Enforcement Officer Curt Spayer.

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

- 1.) Minutes: 05-13-2021; 05-26-2021
- 2.) May 2021 Financial Stmts / Summary / Revenue Reports
- 3.) May 2021 Prepaids
- 4.) May 2021 A/P Bills

6 Yes

Motion Carried

Village Clerk: Village Clerk Gbur spoke to the Board about moving forward with the process of getting approval from the Local Records Commission for the disposal of old Village Records prior to the move to the new administrative building. Most Records are archived in the Villages' Computer Accounting System and Meeting Minutes are available in electronic format on the Village website. Clerk Gbur will work with the Local Records Commission to determine which Records will be eligible for disposal and provide an update at a future meeting.

Director of Village Affairs: Director Turczyn provided an update on the upcoming events happening in the Village.

The annual 4th of July Fireworks event will be held at Carey Memorial Park on Friday, July 2, 2021. Volunteers are needed to help with grilling and handing out food and drinks. There will be bounce houses and face painting for the kids as well as a couple of food vendors.

Director Turczyn then spoke about Canal Corridor Association. Ana Koval would like the Village to participate in having a bike rental station in the Village near the I & M Canal. The cost for such would be up to \$10,000 and the Utica Business Association may share in the cost. There will be five bikes placed in Utica. It was then motioned by Trustee Krizel, seconded by Trustee Schweickert to approve an Ordinance authorizing the Village President to execute an Agreement between the Village of North Utica and Canal Corridor Association for a bike rental station with five bikes to be placed near the I & M Canal, at a cost not to exceed \$10,000. ORD 2021-19

6 Yes

Motion Carried

Village Treasurer: NONE

Police Department – Chief Damron informed the Board that the Department was able to provide help to Illinois Valley Animal Rescue to locate a lost dog. The animal ran off following an accident near Rt. 178 and 28 hours later, the dog was located and returned to the owner.

Building / Zoning Enforcement Officer: NONE

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

Public Works Director Spayer stated that the Maintenance Department had been continuing to work on the 2021 Project List.

Village Engineer: Village Engineer Kevin Heitz provided an update on the ongoing projects in the Village.
IL River Bridge – The final light was installed on the bridge and people seem to be enjoying the bike path.
Florence Drive Project – Engineer Heitz and Public Works Director Spayer are working on the preliminary part of the project, and the utility located has already been done. The road will need to be repaved with concrete.
Johnson St. Drainage Project – Engineer Heitz and Public Works Director Spayer are reviewing the area and the proposed drainage project.

2021 MFT Road Project – Engineer Heitz will begin assessing the Village streets for the 2021 MFT Project. An update will be provided at the next meeting.

Storm Drainage Project in Senica Manor Subdivision – Engineer Heitz has not been able to assess the area yet as he has been working with the contractor doing the Rt. 6 & Rt. 178 Intersection Project.

Rt. 6 & Rt. 178 Intersection Project – There are a lot of existing utilities in the intersection, and the project is moving forward. The water service to Gregg's Automotive was installed behind the former Amoco property. A new water service needs to be installed from Rt. 178 at a cost of approx. \$2,800 to bore under the road. It was motioned by Trustee Schweickert, seconded by Trustee Schrader to recommend approval of boring under Rt. 178 to install a new water service to Gregg's Automotive, 2955 IL Rt. 178, Utica, IL 61373 as a cost not to exceed \$3,500.

6 Yes

Motion Carried

**The Motion to approve this item will be listed on the Special Board Meeting Agenda on June 17, 2021.

New Village Hall & Administrative Building; 248 W. Canal St., Utica, IL– Director Turczyn has been working with contractors to get estimates on flooring and painting for the building.

It was motioned by Trustee Schrader, seconded by Trustee Holland to approve Carpet Weavers Flooring to install the new flooring in the building at a cost not to exceed \$60,000.

6 Yes

Motion Carried

It was then motioned by Trustee Holland, seconded by Trustee M. Pawlak to approve Gary Hopps Painting to do all of the painting in the new building at a cost not to exceed \$25,000.

6 Yes

Motion Carried

Farmer's Market – The Farmer's Market being constructed on Water St. is moving forward. They may replace the sidewalk along Rt. 178 when then construct the new steps. Currently the sidewalk is only 4 ft. wide and the new sidewalk will be 5 ft wide.

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Rt. 6 & Rt. 178 Traffic Signals – It was motioned by Trustee Holland, seconded by Trustee Schweickert to approve an Ordinance authorizing the Village President to execute an Agreement between the Village of North Utica and IDOT regarding traffic signal maintenance and reimbursement. This is a 10-year agreement however, it can be terminated within 30 days after receiving a letter requesting such termination from the Village. ORD 2021-20

6 Yes

Motion Carried

Village Attorney: The annual Class J (Seasonal) Liquor License fee is \$400 however the Class E (Retail Beer Garden) Liquor License is \$50. The Board agreed that the fee for both licenses should be the same since they are both considered to be a seasonal license. It was motioned by Trustee Schweickert, seconded by Trustee Holland to amend the Liquor Ordinance to increase the Class E (Retail Beer Garden) Liquor License to \$400 annually. ORD 2021-21

6 Yes

Motion Carried

Village President: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to approve the appointment of a Governmental Affairs Committee. (Trustees: Krizel, Schweickert and Schrader)

6 Yes

Motion Carried

It was motioned by Trustee Krizel, seconded by Trustee Schweickert to approve the appointment of a Fire Department and School Liaison Committee. (Trustees: Holland, Schweickert and M. Pawlak)

6 Yes

Motion Carried

It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve the appointment of a Zoning Ordinance Review Committee. (Trustees: Krizel, Schrader and R. Pawlak)

6 Yes

Motion Carried

It was then motioned by Trustee R. Pawlak, seconded by Trustee Schrader to approve the appointment of a Special Counsel; Attorney Tom McClintok for Village License Hearings. Attorney McClintok would represent any license violations and Attorney Klein would represent the Village Board.

Public Comment: Jamie Turczyn stated that the new sign for Ridgeview Estates Subdivision had been installed. Neighbor's Community Park - Ax Church will be volunteering in the Village to work on a project at Neighbor's Community Park. She then stated that Mr. and Mrs. Ron Renz made a donation of another piece of playground equipment to the Village.

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Committee Trustee Reports:

Trustee R. Pawlak asked if the playground equipment would remain at the new Village Administrative Building. Mayor Stewart answered, “Yes, and the fencing will remain as well.”

Trustee Krizel stated that she had received some comments that Mayor Stewart and the Village Board have been doing a great job. She also mentioned that there are several sandwich-board (A-Frame) signs and chairs on the sidewalk along Mill St. and she asked if there is a concern regarding ADA regulations. Mayor Stewart stated that the businesses have been given permission to place a small hostess stand and sign outside their business, but he will have the Police Department look at the area and see if there is still enough room for people to get through easily.

With no additional business, the meeting was adjourned at 7:45 pm. Motioned by Trustee M. Pawlak, seconded by Trustee Krizel.

All in Favor

Motion Carried

Respectfully submitted

Laurie A. Gbur
Village Clerk