

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
July 08, 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. Appearance Request: Hopkins & Associates presenting the Village of North Utica annual Audit for Fiscal Yr. ending 3-31-21
 - 1.) Consideration and Possible Action to Accept the Village of North Utica annual Audit for Fiscal Yr. ending 3-31-21
- V. Village Attorney:
 - 1.) Summary of the Petition of Paul Williams, as Petitioner and proposed Lessee of property and Owen R. Seibert and Patricia A. Seibert, Owners of property located at 615 S. Clark St., Utica, IL, 61373. The Petitioners are seeking an amendment to the Village of North Utica Zoning Code, adding as a Defined Business in the C-2 Zoning District, the Operation of an Animal Experience Attraction consisting of farm type animals, with temporary and portable enclosures, and for any other amendment to the Code necessary to allow the intended use. The Petitioners are also seeking a Special Use under Section 10-8B-3 to allow the Operation of an Animal Experience Attraction as the intended use on the property located at 615 S. Clark St., Utica, IL 61373. The Property is Zoned C-2
 - a) Consideration and Possible Action on an Ordinance approving an Amendment to the Village of North Utica Zoning Code, adding as a Defined Business in the C-2 Zoning District, the Operation of an Animal Experience Attraction, consisting of farm type animals, with temporary and portable enclosures and for any other amendment to the Code necessary to allow the intended use.
 - b) Consideration and Possible Action on an Ordinance granting a Special Use to allow the Operation of an Animal Experience Attraction, under Section 10-8B-3 upon such conditions as agreed on property located at 615 S. Clark St., Utica, IL 61373
 - 2.) Consideration and Possible Action on an Ordinance Providing for and Approving the Fourth Amendment to the Utica TIF District I Redevelopment Project Area, Plan and Projects
- VI. Consideration and Possible Action for the Approval of a Consent Agenda including the following items
 - 1.) Minutes: 06-10-2021; 06-17-2021
 - 2.) June 2021 Financial Stmts / Summary / Revenue Reports
 - 3.) June 2021 Prepaids
 - 4.) June 2021 A/P Bills
- VII. Village Clerk;
 - 1.) Consideration and Possible Action on the Purchase of replacement Street Lights at a cost not to exceed \$6,700
- VIII. Donations & Advertising Requests: Consideration and Possible Action on the following requests:
 - 1.) Lions of Illinois Foundation Golf Outing being held on Saturday August 7, 2021 \$ 50
 - 2.) LaSalle County 4-H Annual Donation Request \$100
 - 3.) Illinois Valley Pads Annual Donation Request \$500

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IX. Director of Village Affairs:

- 1.) Update on Utica Business Association
- 2.) Update on Upcoming Events in the Village

X. Village Treasurer

XI. Police Department – Chief Damron

XII. Building / Zoning Enforcement Officer

XIII. Maintenance Department / Public Works Director

- 1.) Update – Upcoming / Ongoing projects in the Village
- 2.) Update – 2021 Project List

XIV. 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.) Painting – Streater Decorators Not to Exceed \$25,000
- 7.) Update – IDOT Rt. 6 & Rt. 178 Intersection project regarding Utility Relocation

XV. Village President

XVI. Committee / Trustee Reports:

- 1.) Updates from Committees:
 - 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

XVII. Public Comment

XVIII. Executive Session

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

XIX. 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

XX. Adjournment

Posted 07-06-2021

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At 7:05 the Board meeting was called or Order by Village President David Stewart who then led the Pledge of Allegiance. Village Clerk Laurie Gbur recorded meeting attendance. Present at the meeting were Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Nate Holland and Ron Pawlak. Also present at the meeting were Village Engineer Kevin Heitz, Director of Village Affairs Jamie Turczyn, Public Works Director / Zoning Enforcement Officer Curt Spayer, Police Chief Rodney Damron and Village Treasurer Jill Margis. Attorney Colin Barry attended the meeting in the absence of Village Attorney Herb Klein.

Appearance Request: Ms. Kim Bird, representing Hopkins & Associates, attended the meeting to present the annual Audit for Fiscal Year ending 3-31-2021. She provided copies of the Audit to the Board as well as a brief summary of the revenues, expenditures and fund balances for the fiscal year. It was motioned by Trustee Krizel, seconded by Trustee Schweickert to accept the Village of North Utica Audit for Fiscal Yr ending 3-31-2021 as presented.

6 Yes

Motion Carried

Village Attorney: In the absence of Village Attorney Klein, Attorney Barry provided a brief summary regarding the Petition of Paul Williams, as Petitioner and proposed Lessee of property and Owen R. Seibert and Patricia A. Seibert, Owners of property located at 615 S. Clark St., Utica, IL, 61373. The Petitioners are seeking an amendment to the Village of North Utica Zoning Code, adding as a Defined Business in the C-2 Zoning District, the Operation of an Animal Experience Attraction consisting of farm type animals, with temporary and portable enclosures, and for any other amendment to the Code necessary to allow the intended use. The Petitioners are also seeking a Special Use under Section 10-8B-3 to allow the Operation of an Animal Experience Attraction as the intended use on the property located at 615 S. Clark St., Utica, IL 61373.

Attorney Barry stated that the Petitioners, who own and operate Cedar Creek Ranch in Cedar Point, IL, are seeking to operate an Animal Experience Attraction, ie., petting zoo, on the property. The property is located in the flood plain, therefore Mr. Williams indicated that he would like to utilize portable structures for the business at this time. Mr. Williams stated that there would be miniature farm animals, a bounce house, a small ring for pony rides and an information booth. He would bring in his own water tanks and would be managing all waste by utilizing a base of ag-lime rock to reduce odor. All feed and waste removal will be portable. The operation of the business would be 7 days per week from 10 am – 6 pm; weather permitting.

Trustee Schweickert stated that he thought that the business would be a great addition to the Village.

Trustee Krizel agreed and stated that this would be a great family friendly experience for people to enjoy in the Village.

Attorney Barry then stated that the first item to consider would be to amend the Zoning Ordinance to define an Animal Experience Attraction as a Special Use in the C-2 Zoning District. The Planning Commission voted unanimously to recommend approval of amending the Zoning Ordinance. It was then motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to approve an Ordinance amending the Zoning Ordinance to define an Animal Experience Attraction as a Special Use in the C-2 Zoning District. ORD 2021-24

6 Yes

Motion Carried

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Attorney Barry then stated that the next item to consider would be to grant a Special Use for property located at 615 S. Clark St, Utica, IL to allow for the operation of an Animal Experience Attraction. The Planning Commission voted unanimously to recommend approval of granting the Special Use. It was then motioned by Trustee Krizel, seconded by Trustee R. Pawlak to approve an Ordinance granting a Special Use for property located at 615 S. Clark St., Utica, IL for the operation of an Animal Experience Attraction. ORD 2021-25

6 Yes

Motion Carried

Attorney Barry then stated that the next item to consider would be an Ordinance Providing for and Approving the Fourth Amendment to the Utica TIF District I Redevelopment Project Area, Plan and Projects. There is a property located in Oak Bluff Estates Subdivision that has two parcels; one parcel is located in the TIF and the other parcel is not. The amendment to the Utica TIF District I Redevelopment Project Area, Plan and Projects would remove one parcel, number 19-08-303-029, from the TIF to be consistent with the other adjacent parcel. It was motioned by Trustee Schrader, seconded by Trustee Schweickert to approve the Fourth Amendment to the Utica TIF District I Redevelopment Project Area, Plan and Projects. ORD 2021-26

6 Yes

Motion Carried

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

- 1.) Minutes: 06-10-2021; 06-17-2021
- 2.) June 2021 Financial Stmtts / Summary / Revenue Reports
- 3.) June 2021 Prepaids
- 4.) June 2021 A/P Bills

6 Yes

Motion Carried

Village Clerk: Village Clerk Gbur spoke about the replacement of street lights in the Village. A street light located on Mill St. was damaged recently. Replacement cost of one street light would be approx. \$3,000. The Village can purchase three new street lights for approx. \$6,700 and the freight charged would be waived. Having additional street lights would provide the Maintenance Department with an extra in the event that another street light is damaged. It was motioned by Trustee Holland, seconded by Trustee Krizel to approve the purchase of three street lights in an amount not to exceed \$6,700.

6 Yes

Motion Carried

Donations & Advertising Requests:

Lions of Illinois Foundation - It was motioned by Trustee Schrader, seconded by Trustee Schweickert to approve a donation in the amount of \$50 to Lions of Illinois Foundation toward expenses for their golf outing.

6 Yes

Motion Carried

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LaSalle County 4-H – It was motioned by Trustee Holland, seconded by Trustee Krizel to approve a donation in the amount of \$100 to LaSalle County 4-H.

6 Yes

Motion Carried

Illinois Valley Pads – It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve a donation in the amount of \$500 to Illinois Valley Pads.

6 Yes

Motion Carried

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

Craft Beer Fest will be held on August 28, 2021

Vintage Illinois Wine Festival will be held on September 18 – 19, 2021

Burgoo Festival will be held on October 9 – 10, 2021

Jamie then thanked everyone who helped out at the annual Fireworks event at Carey Memorial Park this year. There was a great turn out and everyone really enjoyed the event.

Village Treasurer: NONE

Police Department – Chief Damron stated that everything went well at the Fireworks event and traffic cleared out very well after the event was over. The Board agreed and thanked the Police Department.

Chief Damron also informed the Board that he and Sgt. Stone would be attending the Senior Day at the Utica Twp. Building to speak the group about fraud and theft.

Building / Zoning Enforcement Officer: NONE

Maintenance Department / Public Works Director: Public Works Director Spayer provided a brief update on the upcoming and ongoing projects in the Village.

Spayer stated that the Maintenance Dept. has been working on the project list to keep it moving forward.

The Dept. is also working on cleaning out a drainage ditch on property south of Water St.

Mower Replacement – A mower will need to be replaced in the Maintenance Dept. The purchase of a new Kubota mower with a 72” deck will cost approx. \$14,000 after discounts. They will loan us a mower to use until the new one comes in. It was motioned by Trustee Holland, seconded by Trustee R. Pawlak to approve the purchase of a new Kubota mower at a cost not to exceed \$14,000.

6 Yes

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Village Engineer: Village Engineer Heitz provided a brief update on the upcoming and ongoing projects in the Village.

2856th Rd. Paved Ditch Repairs – There is a property located on 2856th Rd. that has a paved ditch that goes through a resident’s driveway. The pavement surrounding the ditch is in poor shape and needs repairs. The cost to repair the ditch will be approx. \$16,520. It was motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to repair the paved ditch on 2856th Rd. at a cost not to exceed \$16,520.

6 Yes

Motion Carried

Engineer Heitz then stated that new curb and sidewalk is needed along Water St. The new Farmers Market is being constructed and the Village will need to install curbing and sidewalk, overlay the road and install new inlets to manage drainage and to offer access along the parking area for the business. The estimated cost for the project is approx. \$56,000. This project will be on a future agenda for Board consideration along with the MFT road project.

Trustee R. Pawlak asked if Northwest St. would be included in the street assessment priority list for the MFT road project. Engineer Heitz stated that Northwest St. would be included and that he will begin the street assessment soon and provide a priority list for Board consideration at a future meeting. He also stated that he would be assessing the township roads to determine whether they will need to be added to the Village’s project as well.

Johnson St. Drainage Project – Engineer Heitz and Public Works Director Spayer are still in the process of reviewing the project.

Senica Manor Drainage Project - Engineer Heitz and Public Works Director Spayer are still in the process of speaking to the property owners and reviewing the project.

New Village Administrative Building – Engineer Heitz stated that Director of Village Affairs Jamie Turczyn has been doing a great job meeting with contractors and getting estimates to keep the project moving along. The Board previously approved Gary Hopps Painting to do the painting in the building, however he is no longer available, therefore Jamie met with another contractor, Streator Decorators, to get another estimate. Streator Decorators would be available to do the painting at a cost not to exceed \$25,000. It was motioned by Trustee Holland, seconded by Trustee Schweickert to rescind the previous motion from the June 2021 Board meeting and to approve the estimate from Streator Decorators to do the painting at a cost not to exceed \$25,000.

6 Yes

Motion Carried

IDOT Rt. 178 Intersection Roundabout Project – Engineer Heitz stated that the utility relocation is approx. 85% complete.

Drainage along Hitt St. near Doehrr property – Engineer Heitz stated that he will assess the drainage issues and provide an update at a future meeting.

Village President: Mayor Stewart thanked everyone for their help at the Fireworks Event.

He also stated that having the Vintage Illinois Wine Festival at Carey Memorial Park is a great addition to the events happening in the Village.

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Committee / Trustee Reports: NONE

Public Comment: NONE

With no additional business, the meeting was adjourned at 7:55 pm. Motioned by Trustee Schweickert, seconded by Trustee R. Pawlak.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk