

# VILLAGE OF NORTH UTICA

248 W. Canal St.

North Utica, IL 61373

## Meeting of the Board of Trustees

June 16, 2022

[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. Village Attorney:
  - 1.) Summary of Public Hearing regarding the Petition of 71178 Corner LLC, an Illinois Limited Liability Company, seeking approval of a Pre-Annexation Agreement with the Village of North Utica, for property located at 799 E. State Route 71, Utica, IL 61373; in the Southeast Quarter of Section 20, Township 33 North, Range 2, East of the Third Principal Meridian. The Property is proposed to be Zoned C-3 Highway Commercial District upon approval of the Agreement.
  - 2.) Consideration and Possible Action on an Ordinance authorizing the execution of a Pre-Annexation Agreement between 71178 Corner LLC and the Village of North Utica for property located at 799 E. State Route 71, Utica, IL 61373.
  - 3.) Consideration and Possible Action on an Ordinance for the Zoning of Property located at 799 E. State Route 71, Utica, IL 61373; Zoning C-3 Highway Commercial District.
  - 4.) Consideration and Possible Action on the approval of Termination of the Utica Fire Protection District Intergovernmental Agreement regarding Traffic Control Preemptive Device
- V. Appearance Request: Mr. Arnie Shramel, Progressive Energy re: Municipal Aggregation / Electric Renewal
  - 1.) Discussion regarding options for Municipal Residential Aggregation / Electric Supply Rate Renewal
  - 2.) Consideration and Possible Action on an Ordinance approving a Contract for Municipal Residential Electric Aggregation in the Village of North Utica
  - 3.) Consideration and Possible Action on a Resolution authorizing the Village President to enter into a Contract for Electric Supply for Municipal Facilities in the Village of North Utica; R2022-03
- VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
  - 1.) Minutes: 05-12-2022; 05-26-2022
  - 2.) May 2022 Financial Stmts / Summary / Revenue Reports
  - 3.) May 2022 Prepays
  - 4.) May 2022 A/P Bills
  - 5.) Also Including the following additional Board of Trustees recommendations:
    - A. Cancellation of the Regular June 2022 Board Meeting
    - B. LaSalle County 4-H \$100
    - C. Kids Fishing Tournament 2022 \$ 50
- VII. Village Clerk
- VIII. Donations / Advertising Requests:
  - 1.) Consideration and Possible Action on a Donation Request:
    - A. Boy Scouts \$ 50
- IX. Director of Village Affairs
  - 1.) Update on Utica Business Association
  - 2.) Update on upcoming Village Events
  - 3.) Consideration and Possible Action on an Ordinance approving the 2022 Appropriations Budget

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- X. Village Treasurer
- XI. Police Department – Chief Damron
- XII. Building / Zoning Enforcement Officer
- XIII. Maintenance Department: Update – Upcoming / Ongoing Projects in the Village
- XIV. Village Engineer:
  - 1.) Update – Upcoming / Ongoing Projects in the Village
  - 2.) Update – IDOT Rt. 178 & Rt. 6 Roundabout Project
  - 3.) Update – 2022 MFT Road Project
  - 4.) Update – Village Administrative Building Parking
  - 5.) Update – “Utica” Sign Design Project
    - A. Consideration and Possible Action for the approval of an estimate on the “Utica” Sign Design Project
  - 6.) Update – Neighbors Park Ballfield
    - A. Consideration and Possible Action for approval of repairs to Neighbors Park Ballfield in the amount of \$21,950
  - 7.) Update – Drainage Projects:
    - A. Johnson St. Drainage Project: Consideration and Possible Action on an Estimate for the Johnson St. Drainage Project.
      - a. Doehrr Property / Hitt St. Drainage Project
      - b. Senica Manor Drainage Project
      - c. East Canal St. Drainage Project
- XV. Village President:
  - 1.) Proclamation Recognizing the 75<sup>th</sup> Anniversary of the Utica Community Fire Protection District
  - 2.) Discussion re: Establishing a Queen of Hearts Raffle License in the Village of North Utica
  - 3.) Update - Village of North Utica Sign Ordinance Review re: Single Pole Banner Flags
- XVI. Committee / Trustee Reports:
  - 1.) Trustee Reports
  - 2.) 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. Executive Session
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
- XVIII. Possible Action regarding Executive Session items
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
    - A. Consideration and Possible Action re: Amendments to the Employee Policy Manual
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
- XIX. Public Comment
- XX. Adjournment

**POSTED: 06-14-2022**

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### MINUTES

The Special Meeting of the Board of Trustees was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Village Clerk Laurie Gbur recorded the meeting attendance. Present at the meeting were Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert and Kylie Mattioda. Also present at the meeting were Village Attorney Herb Klein, Village Engineer Kevin Heitz, Police Chief Rodney Damron, Director of Village Affairs Jamie Turczyn and Village Treasurer Jill Margis. Trustee Nate Holland and Public Works Director / Zoning Enforcement Officer Curt Spayer were absent from the meeting.

Attorney Klein presented a brief summary of the Public Hearing regarding the Petition of 71178 Corner LLC, an Illinois Limited Liability Company, seeking approval of a Pre-Annexation Agreement with the Village of North Utica, for property located at 799 E. State Route 71, Utica, IL 61373; in the Southeast Quarter of Section 20, Township 33 North, Range 2, East of the Third Principal Meridian. The Property is proposed to be Zoned C-3 Highway Commercial District upon approval of the Agreement. Mr. Ben Ruiz provided Testimony that they are looking forward to becoming part of the Village of North Utica and he shared that their future plans include the construction of a new restaurant at the back of the property. There were no objectors present to speak in opposition of the Petition and the Planning Commission was unanimous in their recommendation of approval of the Pre-Annexation and C-3 Zoning of the property.

It was motioned by Trustee Krizel, seconded by Trustee Pawlak to approve an Ordinance for the Pre-Annexation of the property, including the Pre-Annexation Agreement between the Village of North Utica and 71178 Corner LLC. ORD 2022-21

5 Yes

1 Absent (Holland)

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an Ordinance for the Zoning of the Property; C-3 (Commercial Highway District) Zoning. ORD 2022-22

5 Yes

1 Absent (Holland)

Motion Carried

The Traffic Lights are no longer being used at the intersection of Rt. 178 & Rt. 6. Construction of the roundabout has begun, therefore there will be temporary traffic signals used throughout the project. There is no longer a need for the Intergovernmental Agreement with the Fire Department for the Control of the Preemptive Device, therefore it was motioned by Trustee Schrader, seconded by Trustee Schweickert to terminate the Intergovernmental Agreement for the Traffic Light Control Preemptive Device between the Village of North Utica and Utica Fire Protection District.

5 Yes

1 Absent (Holland)

Motion Carried

Trustee Holland arrived at the meeting at 7:08 pm.

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### MINUTES

Appearance Request: Mr. Arnie Shramel, Progressive Energy re: Municipal Aggregation / Electric Renewal Discussion regarding options for Municipal Residential Aggregation / Electric Supply Rate Renewal – Mr. Shramel stated that the current residential electric rates are rising right now, therefore there is no ability for the Village to participate in an aggregation program. Ameren is the lowest rate currently and the residents will fall back into the Ameren rate at the end of the current aggregation period in September. Progressive will continue to monitor the rates for possible future residential aggregation.

Municipal Electric Rates – Mr. Shramel stated that the Village can enter into a Contract to maintain a lower rate for Municipal Electric for streetlights and facilities; The 48-month rate with Homefield Energy is 0.01815. was motioned by Trustee Schweickert, seconded by Trustee Krizel to approval an Ordinance to enter into a new 48-month Contract at a rate of 0.01815 for the Villages' lights and facilities in the Village of North Utica. ORD 2022-23

6 Yes

Motion Carried

Mr. Shramel then briefly spoke about solar energy. There is a program that the Village could enter for the installation of solar panels on Village property. The Village would need to have a large property to dedicate to the solar panel installation for a period of 25 years. A third party could be brought in to install and maintain the solar panels under a lease agreement and electric rates would be approx. 20% - 30% less that current supply rates. Mayor Stewart stated that the Village would look into available property for the installation of solar panels and would reach back out to Mr. Shramel if they would like to further discuss the matter.

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to amend the Agenda to move item XV. Village President to the next Agenda item for discussion.

All in Favor

Motion Carried

Village President: Mayor Stewart shared a Proclamation with the Board to acknowledge the Utica Community Fire Protection Districts' 75<sup>th</sup> Anniversary. A celebration of the event will be held on July 16, 2022 at the Utica Fire Department. It was motioned by Trustee Krizel, seconded by Trustee Pawlak to approve the Proclamation for the 75<sup>th</sup> Anniversary of the Utica Community Fire Protection District as July 16, 2022.

6 Yes

Motion Carried

Utica Fire Chief, Ben Brown thanked the Village Board and provided a brief update on the Fire that had happened on property located south of the Village where several Villas and Cabins are located in Grand Bear Resort. Thankfully, there were no injuries and no loss of equipment. He thanked all of the other Community Fire Departments for assisting with the fire suppression and to the many businesses and residents for providing food and drinks to the crew. Mayor Stewart thanked the Utica Fire Department as well as all of the other departments and other individuals that helped during that time.

Mayor Stewart then spoke about a request from the Utica Business Association (UBA) about doing a Queen of Hearts Raffle in the Village. To permit a Queen of Hearts Raffle, the Village would have to create an Ordinance and a License to regulate such.

Mayor Stewart stated that the UBA is looking at starting the Queen of Hearts Raffle in 2023.

Trustee Schweickert asked where the proceeds go to from a Queen of Hearts Raffle.

Trustee Mattioda stated that the proceeds would go to a non-profit organization.

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MINUTES

Trustee Mattioda also stated that there is a well-known Queen of Hearts Raffle held in Spring Valley.

Attorney Klein stated that he will review Spring Valley's Ordinance and the Village can further discuss the matter at a future meeting.

Trustee Schrader asked if the Village can designate the proceeds need to go to a specific charity.

Attorney Klein stated that the Village can designate that the proceeds need to go to a non-profit organization however, the Village can't designate which non-profit organization that would be.

Utica resident Don Robey, Oak Bluff Estates Subdivision, stated that the proceeds can only be used for non-profit.

Trustee Schweickert stated that before the Village creates an Ordinance, the UBA would need to create and share their plan for the raffle.

Mayor Stewart stated that he will reach out to the UBA to request that they come to a meeting and speak to the Board about their plans for doing the Queen of Hearts Raffle.

Mayor Stewart then spoke about the Villages' current review of the Sign Ordinance. On May 26, 2022, the Planning Commission discussed Single Pole Banner Flags. After that meeting, IDOT reached out to Clerk Gbur to remind the Village that Banner Flags or other business signage can not be placed along Rt. 178 in the right of way. A few years ago, IDOT worked with the Village and approved the installation of Way Finding Signs along Rt. 178; these signs are meant to alert traffic to the business district. The matter of Single Pole Banner Flags and other signage will be further discussed at future Planning Commission Meetings however, there will be no final decisions or recommendations until the full review of the Sign Ordinance has been completed.

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

- 1.) Minutes: 05-12-2022; 05-26-2022
- 2.) May 2022 Financial Stmts / Summary / Revenue Reports
- 3.) May 2022 Prepays
- 4.) May 2022 A/P Bills
- 5.) Also Including the following additional Board of Trustees recommendations:
  - A. Cancellation of the Regular June 2022 Board Meeting
  - B. LaSalle County 4-H \$100
  - C. Kids Fishing Tournament 2022 \$ 50

6 Yes

Motion Carried

Village Clerk: NONE

Donations & Advertising Requests: It was motioned by Trustee Schrader, seconded by Trustee Pawlak to approve a donation in the amount of \$50 to the local chapter of the Boy Scouts of America.

6 Yes

Motion Carried

Director of Village Affairs: Director Turczyn thanked AX Church for volunteering their time to work on some projects painting picnic tables and working in the parks in the Village during Hope Week 2022.

Director Turczyn then reminded everyone about the upcoming Fireworks Event being held on July 2, 2022. A sign-up sheet will be sent out so that anyone having time can sign up to help.

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Appropriations: It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve the 2022 Appropriations Ordinance as presented. ORD 2022-24

6 Yes

Motion Carried

Village Treasurer: NONE

Police Department – Chief Damron: Chief Damron thanked everyone that helped out the night of the Fire at Grand Bear Resort. There were no injuries that night and everyone did an outstanding job.

Trustee Krizel asked Chief Damron about the possibility of putting in a crosswalk at the south end of the community so that people can cross the street safely to get to the businesses on the other side of the street. Chief Damron stated that IDOT governs Rt. 178 so the Village doesn't have the jurisdiction to put a crosswalk across the road without assuming liability in the event of an accident. There is no existing crosswalk in that area so the Village would be unable to put one in without IDOT installing such.

Trustee Krizel stated that she has been asked about the Village putting a sidewalk on the west side of Rt. 178. Mayor Stewart stated that this would be a large project for the Village to undertake because there are water and sewer lines that would need to be replaced at that time as well as a few property owners on the west side of Rt. 178 that do not want a sidewalk in front of their property.

In the absence of Public Works Director Spayer, Mayor Stewart provided a brief summary on the Maintenance Department. The department has summer help that are working on several projects such as pressure washing, weeding, hydrant flushing and painting.

The department has also been working on installing a large play structure in Magnuson Park as well as working on several drainage issues in the community.

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

Drainage issues – Having the Maintenance Dept. work on some of the drainage issues in-house has been a cost-effective way to complete some of these smaller projects and get them checked off the list.

Magnuson Park – The park is really looking nice with all of the playground equipment that has been installed over the years; the Maintenance Dept. has done a really great job on our community parks.

Rt. 6 & Rt. 178 Roundabout Project - There are a few items left on the punch list that the contractor needs to finish for the Village, regarding the utility relocation. IDOT is working on installing pavement pad that will help to shuffle traffic through that area while the construction is going on.

2022 MFT Road Project – The list of roads included in the project are: Donaldson to Rt. 178, Water St., an area of Johnson St., Clarks Hill, Bluff St. and the area in Senica Manor 6<sup>th</sup>. Engineer Heitz stated that he wanted to be able to include more roads, but the rising cost of asphalt and materials and fuel surcharges really limits our ability to include any others. The project will be roughly \$375,000 and while that is a large amount, it doesn't go as far as it used to due to the higher cost of everything now. If there are additional funds available or if the cost comes in a bit lower, we would like to also add an area of Vine St., Oak St. and Grove St. to the project, but that isn't something we can add in right now. Engineer Heitz will continue to assess the cost and the condition of the roads. We will plan to submit for the MFT Project IDOT in July, bid out in August and hopefully construction will happen in September / October.

Village Administrative Bldg. Parking – Engineer Heitz is working on the plans for this to present at a future meeting.

'Utica' Sign Project – Wozniak will be coming in to install a concrete foundation for the letters as well as a walkway path.

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve the Project.

6 Yes

Motion Carried

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Neighbor's Park – Field repairs are needed at Neighbor's Park to address the drainage issues after the end of the Little League season. The cost for the repairs by R & R Landscaping is \$21,950. It was motioned by Trustee Schweickert, seconded by trustee Krizel to make the necessary field repairs at Neighbor's Park at a cost not to exceed \$21,950.

6 Yes

Motion Carried

Drainage Projects –

East Canal St. – need to further assess and come up with a plan to do in-house.

Senica Manor – working on the drainage in Senica Manor in-house

Doehrr drainage issue – started to survey the area and looking at the right of way; may need to have some property owner assistance to address the drainage in this area.

Johnson St. – Engineer Heitz is hoping to seek multiple estimates for this project. The area has had a long-standing drainage issue and needs a paved swail to direct drainage. He is estimating that the project will cost approx. \$60,000 - \$70,000. He would like to include some other areas that we need to pave, such as an area near St. Mary's Church, an area in Oak Bluff Estates and some curb along Johnson St. It was motioned by Trustee Schrader, seconded by Trustee Schweickert to authorize Engineer Heitz to seek bids for Johnson St. and additional projects at a cost not to exceed \$70,000.

6 Yes

Motion Carried

Committee / Trustee Reports:

Trustee Krizel thanked Chief Damron and the Utica Police Department for addressing some properties that had tall grass and weeds.

Trustee Krizel then asked if campers being parked on properties in the Village are addressed in the Villages' Ordinance.

Chief Damron stated that regulation of campers being parked on properties in the Village is not clear in the Ordinance;

Attorney Klein stated that he will review such. This will be on a future Agenda for discussion.

Executive Session: At 8:29 pm it was motioned by Trustee Krizel, seconded by Trustee Holland 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 8:51 pm, the meeting was reconvened. Motion was made by Trustee Krizel, seconded by Trustee Pawlak.

All in Favor

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to amend the Village of North Utica Employee Policy Manual to allow Part-time Employees to participate in Group Health Insurance. Part-time employees must work 20 hours per month and pay 100% of the premium by the due date. Failure to pay by the due date will immediately terminate their participation in Group Health Insurance Coverage.

6 Yes

Motion Carried

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MINUTES

Public Comment: NONE

With no additional business, the meeting was adjourned at 8:52 pm. Motioned by Trustee Schrader, seconded by Trustee Schweickert.

All in Favor  
Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk