

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
August 12, 2015
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 of Approval of Minutes: 7-08-15

- V. Financial Statement
 - 1.) July 2015 Financial Stmts / Summary / Revenue Reports
- VI. Approval of Bills
 - 1.) July 2015 Prepaids
 - 2.) July 2015 A/P Bills
- VII. Finance Liaison
- VIII. Donations / Advertising Requests

- IX. Appearance Request: John Bottomley, 415 W. Lincoln St. re: Neighborhood property use and Home maintenance & Lincoln St. flood and drainage issues
- X. Appearance Request: Kelly Waters, Skoog's Pub re: Consideration and Possible Action to approve Insurance reimbursement for Firefighter Appreciation Event held on 7-26-15

- XI. Clerk
 - 1.) Consideration and Possible Action: Utica Knights of Columbus Tootsie Roll Drive / Sept. 18, 19 & 20 intersection of Rt. 178 and Rt. 6 each day from 9 am-4 pm
 - 2.) Consideration and Possible Action: Legacy of Utica: Country Village Studios \$ 1075

- XII. Park & Recreation Liaison – Consideration and Possible Action re: Purchase of Picnic Table for Park
- XIII. Water / Sewer Liaison- Consideration and Possible Action re: Itron Meter Reading Tech Support \$2209.63

- XIV. Streets, Lights & Alleys Liaison
- XV. Governmental Affairs Liaison
 - 1.) Update – Utica Business Association Kiosk Project
 - a) Consideration and Possible Action for approval of locations / placement of Kiosks
 - b) Consideration and Possible Action for approval of Donation toward expenses
 - 2.) Consideration and Possible Action re: Annual Veteran's Day Parade being held on 11-01-15
 - a) Closure of Roads for Annual Veteran's Day Parade Resolution R15-07
 - b) Donation toward Expenses for Annual Veteran's Day Parade

- XVI. Police Department Liaison
- XVII. Building / Zoning Enforcement Officer
- XVIII. Maintenance Department/ Public Works Director
 - 1.) Update of ongoing projects in the Village
 - 2.) Consideration and Possible Purchase of a GPM meter and Paper Charter for the sewer plant \$4,325

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XIX. Village Engineer

- 1.) Consideration and Possible Action re: Universal Asphalt Invoice for Johnson St. Water Main Project including the repaving of street
 - a) Engineer's Pay Estimate \$78,067.69
- 2.) Consideration and Possible Action re: MFT and Non-MFT Road Projects in the Village including Hallet Rd. and Juneway Dr.
 - a) Resolution for MFT Funds in the amount of \$143,000
 - b) Resolution for the Commitment of additional Funds toward the project
 - c) Approval of Engineering base fee cost for project
- 3.) Discussion re: possible annexation of properties and an estimate to run water to those properties along 777th road in Senica Manor and a property along 2853rd road.
- 4.) Update- Illinois River Bridge / Sewer Discharge Pipe / Village participation
- 5.) Update - Mill St. Design Project / Estimate and Proposed Schedule for such
- 6.) Update - Status of Ameren Gas Line Project
- 7.) Discussion regarding updating the Emergency Plan for Flooding Issues and possible funding / Grant Application
- 8.) Update - Lincoln St. Drainage Issues

XX. Village Attorney

- 1.) Summary of Planning Commission Meeting held on 8-12-15
- 2.) Consideration and Possible Action on an Ordinance re-zoning Property located at 123 Johns St., Utica from R-1 – C2
- 3.) Consideration and Possible Action to amend the Village Burning Restrictions Ordinance

XXI. Village President

- 1.) Consideration and Possible Action re: Advertising of Utica through Print Ads, Email and Social Media
- 2.) Consideration and Possible Action re: Oath of Office for Appointed Position:
 - a) Chief of Police

XXII. Public Comment

XXIII. Committee / Trustee Reports

XXIV. Executive Session

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

XXV. Possible Action regarding Executive Session items including employment, compensation, salaries for specific employees; Purchase/ Sale / Lease of Property

XXVI. Adjournment

Posted 08-07-15

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MINUTES

At 7:08 pm the meeting was called to Order by Village President Matt Jereb who then led the Pledge of Allegiance. Present at the meeting was Village Clerk Laurie Gbur and Trustees John Schweickert, Dave Stewart, Ron Pawlak, Joe Bernardoni, John Pappas and Kevin Stewart. Also present was Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Approval of Minutes: It was motioned by Trustee Pappas, seconded by Trustee Dave Stewart to approve the Minutes of the 7-8-15 meeting.

6 Yes

Motion Carried

Financial Statement: It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the July 2015 Financial Statement and Summary.

6 Yes

Motion Carried

Approval of Bills: It was motioned by Trustee Schweickert, seconded by Trustee Pappas to approve the July 2015 Prepaid bills.

6 Yes

It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the July 2015 A/P bills.

6 Yes

Motion Carried

Appearance Request: Mr. John Bottomley, Lincoln St., regarding several properties in his neighborhood that are not being maintained. He spoke of commercial use at a couple of the properties, as well as weeds and brush, building materials and a general lack of home and property maintenance. He also stated that the ditches in that area are overgrown with weeds and other materials which affects the regular drainage flow and needs to be resolved by the Village. Mayor Jereb, Public Works Director Spayer and Engineer Heitz have already looked at the drainage issues in that area and are going to work toward a solution to the problems. They will also review the Village's Ordinances to determine if any properties in that general area are not following the guidelines.

Appearance Request: Ms. Kelly Waters, Skoog's Pub, regarding reimbursement of the Insurance cost for the 7-26-15 Appreciation Event for the local firefighters. The event was a success and attended by members from area fire departments. Mayor Jereb thanked Ms. Waters for organizing the event to honor the people that helped during the May 10th fire on Mill St. It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to approve the reimbursement of Insurance in the amount of \$248 to the Utica Business Association.

6 Yes

Motion Carried

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It was then motioned by Trustee Dave Stewart, seconded by Trustee Schweickert to move item XX. on the Agenda for discussing the Petition for rezoning of property located at 123 Johns St.

6 Yes

Motion Carried

Attorney Klein then provided a summary of the Petition, the evidence and the Planning Commission's recommendation. Mr. Mix would be requesting that the property be rezoned from R-1 to C-1. He would like to build a raised structure on the property that would allow him to utilize the space for business storage. This would aid him with preparing for any potential flood projections. There was no opposition at the Hearing. Mr. Mix also testified that he spoke to his neighbor, Mr. Stewart, and he agreed that he will build something that is acceptable in the neighborhood, similar to the Mix's Trading Post. If zoned C-1, the property will not be used as residential property on the main level. The Planning Commission heard the testimony and unanimously recommended rezoning the property from R-1 to C-1 and a Variance to allow building across lot lines. After some discussion about the current use and zoning of other properties in the area, it was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve rezoning property located at 123 Johns St. from R-1 to C-1 and a Variance to allow building across lot lines, subject to design approval by the Zoning Enforcement Officer. Ord 2015-19

6 Yes

Motion Carried

Attorney Klein then presented the Board with language that would amend the Burn Ordinance as previously discussed. The Ordinance would now require someone to obtain permission to burn from the Fire Chief or IEPA as required by the Fire Chief. **It would also state that all burning is prohibited in the Village except recreational bonfires.** Mr. Michael Roebuck, Utica Fire Department Trustee, stated that the Fire Department does not issue permits to burn. Mayor Jereb stated that he had spoken to Fire Chief Brown and the Village is just making sure that the Fire Department is aware of potential burning and the possibility that hazardous material would be involved. In the event that the Fire Department approves of burning, a letter would be submitted to the Mayor or the Village Clerk. It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to approve the amendments to the Village Burn Ordinance as presented. Ord 2015-20

6 Yes

Motion Carried

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Clerk: It was motioned by Trustee Schweickert, seconded by Trustee Pappas to approve the request from the Utica Knights of Columbus to hold their annual fundraiser at the intersection of Rt. 6 and Rt. 178 on September 18, 19 and 20, 2015 from 9 am – 4 pm.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the Country Village Studios to create framed pictures as participation in the Utica Township Legacy of Utica Project in an amount not to exceed \$1,075.

6 Yes

Motion Carried

Park & Recreation Liaison: Trustee Dave Stewart spoke to the Board about Magnuson Park in Seneca Manor. The play equipment has not come in yet, but will be installed soon. He also spoke about the need for a picnic table. It was motioned by Trustee Pappas, seconded by Trustee Pawlak to approve the purchase of a picnic table in the amount of \$150.

6 Yes

Motion Carried

Water / Sewer Liaison: It was motioned by Trustee Pawlak, seconded by Trustee Schweickert to approve the Annual Contract for the Itron Meter Tech Support in the amount of \$2,209.63.

6 Yes

Motion Carried

Streets, Lights & Alleys Liaison: NONE

Governmental Affairs Liaison: Trustee John Pappas asked Utica Business Association Vice-President Keith Arwood to update the Board on the Kiosk project. Mr. Arwood stated that they reviewed the project and have decided to construct one large kiosk. They will build the kiosk from cedar and place it at the Canal St. and Rt. 178 location in the area of a current bike rack. They will work with the Maintenance Department to pour the concrete pad for the kiosk and they hope to have it completely installed within 4 – 6 weeks. A small bicycle repair station will also be placed in the area. Ottawa bicycle club has also offered to donate to the repair station. The total cost of the kiosk will be approx. \$2,350 and the cost of the bicycle repair station will be approx. \$1,200. It was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to donate \$1,500 toward the kiosk and bicycle repair station.

6 Yes

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It was then motioned by Trustee Kevin Stewart, seconded by Trustee Pappas to approve the Annual Veteran's Day Parade being held on 11-1-15 and Resolution R15-07 for the closure of the streets.

6 Yes

Motion Carried

It was then motioned by Trustee Kevin Stewart, seconded by Trustee Schweickert to approve a donation to the Utica American Legion towards the Veteran's Day Parade in the amount of \$4,000.

6 Yes

Motion Carried

Police Department Liaison: Trustee Kevin Stewart asked Officer Jay Stachowiak to provide an update on the department. Officer Stachowiak stated that there are items needed for the department. They will need to purchase Uniforms, Vests and Badges in an amount totaling approx. \$7,800. It was then motioned by Trustee Pawlak, seconded by Trustee Dave Stewart to approve the purchases by the Police Department in an amount not to exceed \$7,800.

6 Yes

Motion Carried

Building / Zoning Enforcement: NONE

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

GPM Meter – It was motioned by Trustee Pawlak, seconded by Trustee Kevin Stewart to approve a GPM Meter and Paper Charter for the sewer plant in an amount not to exceed \$4,325.

6 Yes

Motion Carried

Spayer also stated that the interior building repairs to Well 2 have been completed.

Engineer's Report: Engineer Kevin Heitz provided an update of ongoing projects in the Village.

MFT / Non-MFT Road Project (Hallet Rd.)

It was motioned by Trustee Schweickert, seconded by Trustee Kevin Stewart to approve the Resolution for MFT Funds in the amount of \$143,000 for the project.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the Resolution for the commitment of additional other Village Funds toward the project.

6 Yes

Motion Carried

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MINUTES

It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the Engineering Contract for the project.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the increase of the HMA paving requirement to 2,000 tons and waiving the requirement of an asphalt plant.

6 Yes

Motion Carried

Johnson St. Water Main Project- It was motioned by Trustee Bernardoni, seconded by Trustee Pappas to approve a payment to Universal Asphalt in the amount of \$78,067.69. The Village will hold back 5% until the project and associated repairs and area maintenance are complete.

6 Yes

Motion Carried

Ameren Gas Line Project – the sidewalks will be repaired / replaced soon. The project is almost complete.
Illinois River Bridge Project – Engineer Heitz needs to research the Village’s current system and future needs to provide information to IDOT about the sewage discharge pipe.
Mill St. Design – Engineer Heitz and Mayor Jereb will meet to discuss this and move the project forward so that it can be bid out in the fall for a spring 2016 project.

The Village will also move forward to apply for Grants in the fall to help with flood issues in the Village. We would like to place a gage on the Clark Run Bridge to alert people to future flood issues and we would like to perform an aerial topography to determine what, if anything has changed the path of flood waters and determine flood projections.

President’s Report: Mayor Jereb and Clerk Gbur spoke about the Village’s ideas for an advertising campaign to support our local businesses. MCS advertising has put together some possibilities including print ads and social media and email blast options. A budget needs to be established so that MCS can determine the best advertising campaign and the best value for us. After some discussion it was motioned by Trustee Dave Stewart, seconded by Trustee Pawlak to approve a \$2,500 budget.

6 Yes

Motion Carried

Next, Mayor Jereb stated that Officer Jay Stachowiak, who has been an Officer with the Village for several years, is his choice for the new Utica Chief of Police. The Board agreed that Jay will be a great Chief and it was motioned by Trustee Kevin Stewart, seconded by Trustee Pawlak to approve the nomination.

6 Yes

Motion Carried

Officer Jay Stachowiak was then sworn into Office by the Village Clerk.

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Public Comment:

Mr. Doug Ploch spoke about his idea to start up a small business renting out electric pedal assist bikes in the community. He is speaking to the local businesses to determine whether they would rent them during the day. The bikes would be located throughout the community and would be taken inside every evening. Some details about his business were discussed however he will bring more information to the Board at a future meeting. He then remarked on the current condition of the I & M Canal. This could be a great attraction for the Village. The Board agreed and stated that they have reached out to the DNR in the past and will continue to do so.

Mr. Paul Savio, 777th Rd. in Senica Manor, asked about the possibility of hooking up to Village water. There are at least 5 residences that are interested and would like to know if the Village would run water to that area so they can hook up. Mayor Jereb stated that the Village is reviewing the information and trying to determine a cost to run the water. It will be further discussed at the next meeting.

Mr. Keith Arwood, Utica Business Association Vice-President, asked about the house on Rt. 178 & Donaldson St. It was abandoned after the 2008 flood and yet the house is still standing with little being done to maintain the exterior condition of the property. Attorney Klein will contact the property owner to determine what can be done, although after being contacted, they have addressed the mowing issues on the property which consists of approx. 32 lots.

Mr. John Bottomley, Lincoln St., asked about the possibility of doing something about the mosquitos. The Canal is a breeding ground for mosquitos. The Village used to fog that area.

Mr. Don Robey, Oak Bluff Estates, asked about the condition of the Gazebo. Some of the spindles have been damaged, the structure looks like it needs to be repainted and the property surrounding the gazebo needs attention. Mayor Jereb stated that the Maintenance Dept. will take a look at what can be done.

Committee / Trustee Reports: NONE

Then Mayor Jereb asked about the possibility of a donation to resident Billy Ricci's Cancer Benefit. It was motioned by Trustee Schweickert, seconded by Trustee Pappas to approve a donation in the amount of \$50.

6 Yes

Motion Carried

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Executive Session: It was motioned by Trustee Kevin Stewart, seconded by Trustee Schweickert to enter into Executive Session at 8:42 pm for the purpose of:

- 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
- 2.) Pending Litigation

All in Favor

Motion Carried

It was motioned by Trustee Dave Stewart, seconded by Trustee Pawlak to reconvene the meeting at 9:04 pm.

All in Favor

Motion Carried

It was then motioned by Trustee Pawlak, seconded by Trustee Dave Stewart to approve the amendments to the 2015 Payroll Schedule.

6 Yes

Motion Carried

With no additional business, at 9:05 pm it was motioned by Trustee Bernardoni, seconded by Trustee Pawlak to adjourn the meeting.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk

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