

**VILLAGE OF NORTH UTICA**  
**801 South Clark St.**  
**North Utica, IL 61373**  
**Committee of the Whole Meeting**  
**July 21, 2015**

**AGENDA**

- I. **7:00 p.m.** Call to Order Committee of the Whole Meeting
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Minutes: 06-25-15
- V. Appearance Request: Trini Almeda, 754 W. Lincoln St., re: cleaning creek and ditches
- VI. Finance Liaison
- VII. Donation & Advertising Requests
- VIII. Clerk
  - 1.) 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.) Legacy of Utica : Framed Art by Country Village Studios
    - a) 32 X 68 \$775 and 24 X 23 \$300
- IX. Park & Recreation Liaison
- X. Water & Sewer Liaison
  - 1.) Consideration and Possible Recommendation re: the Annual Maintenance Tech Support contract with ITRON beginning 9-1-15 \$2209.63
- XI. Streets, Lights & Alleys Liaison
- XII. Governmental Affairs Liaison
  - 1.) Update – Utica Business Association Meeting
  - 2.) Update - Utica Business Association kiosks and bike stations including locations and cost
  - 3.) Update – I.A.F.F. Poker Run Event information
- XIII. Police Department Liaison
- XIV. Building/Zoning Officer Report
- XV. Maintenance Dept
  - 1.) Update – Ongoing projects in the Village
  - 2.) Update – Johnson St. Water Main / Paving Project

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XVI. Engineer's Report

- 1.) Consideration and Possible Recommendation: MFT and Road Projects in the Village
  - a) Hallet Road MFT Resolutions
  - b) Estimates of Project including paving and striping
- 2.) Update - Illinois River Bridge Schedule / Village Participation
- 3.) Update - Mill St. Design Project / Schedule
- 4.) Update - Ameren Gas Line Project
- 5.) Discussion re: possible annexation of properties along 777<sup>th</sup> road in Senica Manor and estimate to run water to those properties.

XVII. President's Report

- 1.) Discussion and Possible Recommendation re: Advertising of Utica in various outside communities.
- 2.) Discussion regarding updating the Emergency Plan for Flooding Issues

XVIII. Attorney's Report

XIX. General Discussion of Village Affairs

XX. Public Comment

XXI. Executive Session

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

XXII. Possible recommendations regarding Executive Session

XXIII. Adjournment

Posted 07-17-15

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**MINUTES**

At 7:07 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 were Village Attorney Herb Klein and Village Engineer Kevin Heitz.

**Approval of Minutes:** It was motioned by Trustee Schweickert, seconded by Trustee Kevin Stewart to approve the Minutes from the 6-25-15 meeting.

6 Yes

Motion Carried

**Appearance Request:** Mr. Trini Almeda did not attend the meeting. Public Works Director Curt Spayer has already contacted him about the drainage issue on Lincoln St. and he is fine with the plan to proceed to address the problem.

**Finance Liaison:** NONE

**Donations and Advertising:** NONE

**Clerk:** The clerk spoke about a request from the Utica Knights of Columbus. It was then motioned by Trustee Kevin Stewart, seconded by Trustee Pappas to recommend approval of the request made by the Utica Knights of Columbus to hold their annual Tootsie Roll Drive at the intersection of Rt. 6 & Rt. 178 on September 18, 19 and 20<sup>th</sup>, 2015 from 9 am – 4 pm. They will allow traffic to pass through the intersection when necessary throughout the day.

6 Yes

Motion Carried

The Clerk then spoke about the Utica Township project "Legacy of Utica". The township is displaying pictures that show the history of many buildings and businesses in the community. The Village could participate by providing a picture for display at the Community Hall. It will be a larger picture that would contain highlights about the development of Utica and the former Village Government meeting place and possibly a list of Mayors. The picture would be approx. 32 X 68 and cost \$775. To purchase a smaller version of the same picture for display in the Village Hall the size and cost would be 24 X 32 and \$300 respectively. It was motioned by Trustee Dave Stewart, seconded by Trustee Pawlak to recommend approval of the purchase of a picture for display at the Community Hall and a smaller picture for the Village Hall.

6 Yes

Motion Carried

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**Park and Recreation Liaison:** Trustee Dave Stewart stated that he will obtain estimates for a sign to be installed at the new neighborhood park in Senica manor. It was also stated that a local resident would like to donate a bench in memory of her parents.

**Water/ Sewer Liaison:** It was motioned by Trustee Pawlak, seconded by Trustee Schweickert to recommend approval of the annual Itron technical support contract for our meter reading program in the amount of \$2,209.63.

6 Yes

Motion Carried

**Streets, Lights & Alleys Liaison:** Trustee Bernardoni stated that he has had some concerns about the water run-off from the newly paved Johnson St. Engineer Heitz stated that they did look at some of the previous issues with the pavement and tried to adjust things as needed. The paving was done all the way to the sidewalks, but with no curbs, they did the best they could to adjust the paving accordingly. Mayor Jereb stated that although there may still be a few areas that will have some water run-off, the overall quality of the pavement is better. The water main was replaced and the road was paved and hopefully the residents who live in the area will be happy with the overall outcome of the project.

**Governmental Affairs Liaison:** Trustee Pappas spoke about the Utica Business Associations request to obtain a raffle license for the purpose of holding a 50/50 raffle. The Village does not usually license a 50/50 raffle. After some discussion, the Board agreed that Mayor Jereb could provide a letter to the Business Association that states that we don't have any issue with them holding a 50/50 raffle in the Village.

He also stated that Keith Arwood is now the new Vice-President of the Utica Business Association.

Trustee Pappas then stated that a few of the Utica Business Association members are going to meet to determine if they can build the kiosks. They are still looking at Kiosk placement near the I & M Canal and Rt. 178. They are also looking into alternatives to print the maps that will be located inside the kiosks. He will provide further information to the Board at a future meeting.

Trustee Pappas then stated that the event for appreciation of the Firefighters and Police being held on 7-26-15 is ready to go and insured.

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A member of the Ottawa Fire Department then stated that he was representing the I.A.F.F. and their annual poker run being held on 7-30-15. It will end in Ottawa and approx. 500 – 600 will attend. Joy and Ed's, Skoog's Pub and Duffy's are all participating in the poker run and he would like the road closed from 9 am – 5 pm. Trustee Pappas then stated that some of the businesses did not know about the road closure on 7-30-15 for the poker run. Mayor Jereb stated that a road closure impacts the businesses in that area. The Clerk stated that General Liability Insurance would be needed. The Board discussed the matter and then decided that the Village will not close the road for that day. There is ample parking in the Village and since all of the businesses do not support a decision to close the road, it would definitely impact them.

**Police Department Liaison:** Trustee Kevin Stewart stated that the Board had been provided a copy of the cost for a radio replacement that was needed in squad #992. The cost was slightly lower than anticipated and came in at \$345.

**Building / Zoning Enforcement:** NONE

**Maintenance Department:** The GPM meter and the Paper Charter at the sewer plant needs to be replaced at a cost of \$4,325. It was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to recommend approval of the purchase of both items for the sewer plant in an amount not to exceed \$4,325.

6 Yes

Motion Carried

**Engineer's Report:** Engineer Kevin Heitz provided an update of ongoing projects in the Village. Lincoln St. Drainage issues – Kevin will have to speak to the property owner so that the Village can determine whose responsibility it is.

Johnson St. – The water main project and paving is complete. The entire project when over slightly due to the additional work and asphalt needed for paving. The cost will be at approx. \$315,000. Engineer Heitz will submit a pay estimate however, 5% will be held back for now.

MFT Road Project – Bids will be requested for repaving of Hallet Road; a small area of Juneway Dr. will also be included. The Village can use the grindings to complete additional parking at Neighbor's Park; approx. 30 parking spaces. A resolution to use MFT funds, a resolution to commit additional non-MFT funds and the Engineering base fee to draw up the plans will all be on the August Board Agenda.

Illinois River Bridge – Engineer Heitz needs to submit some information to IDOT about the sewer discharge pipe.

Mill St. Design - Mayor Jereb and Engineer Heitz will meet regarding the design.

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Ameren Gas Line Project – The project is approx. 95% complete. Damages have been marked by Curt and Kevin and will be repaired. The landscaper will follow behind to put the areas back together.

Sidewalk- the sidewalk near the library needs to be replaced.

Senica Manor – Water connections to several homes along 777<sup>th</sup> road. Some of the residents in that area would like to annex in to be able to receive Village water. Not everyone in that area wants Village water and the cost would be approx. \$10,000 per home. It could easily become a \$140,000 project. The Board decided that the cost is prohibitive.

**President's Report:** Emergency Flood Issues – There are a couple of projects that the Village could submit applications for to seek funding that would aid in flood issues that take place in the Village. A gage could be installed on Clark Run Creek to alert residents to potential flooding. An aerial topography could also be completed so that levels can be determined that are impacted by flooding of the Illinois River. Mayor Jereb also stated that he has obtained Ottawa's Emergency Action Plan and he would like to discuss ways to update the Village Emergency Plan for flooding to better navigate and make decisions when something is projected. The Board agreed.

Mayor Jereb then spoke about the need to look into advertising in the surrounding areas to entice people to visit Utica. The flooding projections impacted business and by advertising maybe people will start visiting again. Clerk Gbur explained several options including print ads, email blasts and social media campaigns. The cost for print ads can be as much as \$400 per ad per day. Email and social media can be approx. \$400 per month. It seems very cost effective and social media is something that seems to work. Mayor Jereb would like to initially use all forms of advertising and then possible use something such as social media on a somewhat regular basis going forward. The Board agreed. The Clerk will speak with MCS about the ads and it can be decided on at the August Board meeting.

**Attorney's Report:** The Ordinance for burning in the Village is from 1966. It needs to be updated to follow new regulations as set forth with the EPA. Our Ordinance states that permission will be given from the Police Chief however, the Fire Chief is more qualified to make that decision. It will be amended to include language that anyone wishing to do open burning will need to receive permission from the fire district that has jurisdiction.

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**General Discussion of Village Affairs:** NONE

**Public Comment:**

Ms. Linda Moyer-Halm: She stated that she agrees with amending the Burn Ordinance. She likes that the Board is doing some long-term thinking. Then she stated that the weather up until March is what created flood issues. Flooding is a priority and she is working on an Ordinance to submit to the Board for their review.

Mr. Burke: He stated that he has land north of Love's Travel Stop that he would like to sell in sections. Because he owns less than 35 acres, it is not allowed by Waltham Township. So now he would like to annex the property in to the Village. He would like to sell both homes and those properties and then possible build a house of his own. He would only sell off 4 or 5 lots; he is not developing a subdivision. He is not interested in obtaining infrastructure and there will be no roads that will require any Village Maintenance. Mr. Burke will complete the Petition for Annexation. He would need a Pre-Annexation Agreement since the property is not contiguous.

Mr. Joe Woodshank: He will submit a letter of request from the Utica American Legion to hold the annual Veteran's Day Parade on November 1<sup>st</sup>. They will be requesting the road closure and a donation as well. It will be on the August Board Agenda for consideration.

**Executive Session:** At 8:50 pm, it was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to go into Executive Session for the purpose of:

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

All in favor

Motion Carried

At 9:28 pm it was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to reconvene the meeting.

All in favor

Motion Carried

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With no additional business, it was motioned by Trustee Kevin Stewart, seconded by Trustee Schweickert to adjourn the meeting at 9:28 pm.

All in favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk