

**VILLAGE OF NORTH UTICA**  
**801 South Clark St.**  
**North Utica, IL 61373**  
**Committee of the Whole Meeting**  
**April 26, 2016**

AGENDA

- I. 7:00 p.m. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
  
- IV. Appearance Request: Pam Lowery, 332 E. Church St. regarding sewer check valve
  
- V. Appearance Request: Illinois Department of Agriculture regarding the Gypsy Moth
  
- VI. Appearance Request: Mike Sparrow, Progressive Energy re: Municipal Electric Utility Pricing
  
- VII. Donation & Advertising Requests
  - 1.) Horizon House Road to Independence Campaign
  - 2.) LP End Zone Club Golf Outing 7-9-16
  - 3.) American Red Cross
  - 4.) Starved Rock Area Special Olympics
  
- VIII. Clerk
  - 1.) Consideration and Possible Recommendation re: 2<sup>nd</sup> quarter Advertising in the Village
  - 2.) Consideration and Possible Recommendation regarding a request from the LaSalle County Historical Society regarding the 47<sup>th</sup> annual Burgoo Festival being held on October 8<sup>th</sup> and 9<sup>th</sup> 2016
    - a) Consideration to recommend approval of the event and road closure(s)
    - b) Consideration of a request for a donation toward the Burgoo Festival expenses
  
- IX. Water / Sewer Liaison:
  - 1.) Consideration and Possible Recommendation for the purchase of additional meters
  
- X. Governmental Affairs Liaison:
  - 1.) Update on the Grove St. Community Garden
  - 2.) Update on the Utica Business Association
  
- XI. Police Department Liaison:
  - 1.) Consideration and Possible Recommendation re: Purchase of additional cameras
  - 2.) Consideration and Possible Recommendation re: Purchase of a Utility Vehicle
  - 3.) Consideration and Possible Recommendation re: Purchase of a new Police Squad

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- XII. Building/Zoning Officer Report
- XIII. Maintenance Dept
  - 1.) Update – Ongoing projects in the Village
- XIV. Engineer’s Report
  - 1.) Update on the 2016 Mill St. Streetscape Schedule
  - 2.) Update on the IL. River Bridge Project
  - 3.) Update on Aerial Topography and creation of a Village Action Plan for Flooding
  - 4.) Update on a plan for the layout of Magnuson Park
  - 5.) Update regarding the status of an application for a Grant for the Clark Run Creek Flood Control Culvert Project
  - 6.) Update on NPDES permit which expires in January 2017
  - 7.) Update on possible application for CDAP Grant for Church St. Water Main Project
- I. Attorney’s Report
- II. President’s Report
  - 1.) Discussion regarding: 2016 – 2017 Possible Projects in the Village
  - 2.) Discussion regarding: Building Permits in the Village
- III. Committee / Trustee Reports
- IV. Public Comment
- V. Executive Session
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees.
  - 2.) Pending/Imminent Litigation
  - 3.) Purchase / Sale of Real Estate
- VI. Possible recommendations regarding Executive Session including :
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees.
  - 2.) Purchase / Sale of Real Estate
- VII. Adjournment

Posted: 04-21-16

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At 7:03 pm the meeting was called to Order by Village President Matt Jereb who then led the Pledge of Allegiance. Village Clerk Laurie Gbur called the roll for attendance. Present at the meeting were Trustees Johns Schweickert, Dave Stewart, Ron Pawlak, Joe Bernardoni, John Pappas and Kevin Stewart. Also present was Village Engineer Kevin Heitz.

Appearance Request: Ms. Pam Lowery, 332 E. Church St., Utica regarding the request for a sewer check valve. Ms. Lowery stated that the sewer line in connected to her property as well as her neighbor's property. Sometimes this creates a back up of sewer into her basement. She had Dwight Munson look at the problem and he cleared the roots of some trees as far as he could go however, there is a large tree on the neighbor's property that is still creating issues with the flow of the sewer. She would like the Village to install a sewer check valve to give her the ability to prevent it from backing up into her home.

Trustee Schweickert asked where the responsibility falls. Engineer Heitz stated that there are many older properties in that area and they were on shared lines for many years. This particular issue is due to a large tree on the neighbor's property, therefore it would be their responsibility to remove the old tree.

Mayor Jereb stated that because it is a private property issue, the Village would not be able to install a check valve. The Board agreed.

Trustee Pawlak suggested that she use a root killer to keep the pipe clear. Ms. Lowery agreed that she would try that as well as reaching out to the neighbor to see if he will do anything with the tree that is causing the issues.

Appearance Request: Mr. Scott Novak, Illinois Dept. of Agriculture, regarding the gypsy moth treatment they will be applying to the local area on June 25<sup>th</sup> and June 27<sup>th</sup>. Mr. Novak explained that the male gypsy moth has become a very big problem, especially with old oak trees. They cause the defoliation of the tree along with damage to 500 other types of plants. Trees can come back from defoliation one time but not twice. It's important to try to keep the problem from spreading because it can move an additional 13 miles every year. On June 25<sup>th</sup> and 27<sup>th</sup> there will be several planes spraying out the granules over a 25,000 acre area. Extensive outreach to the communities, emergency services and media will take place prior to that time. The granules are not toxic to any living thing or damaging to vehicles, homes or landscape. It will attach itself to the foliage and begin to disrupt the mating sensory of the male gypsy moth, thereby reducing the number of additional new eggs laid. Once this application is applied, the Dept. of Agriculture will continue to use traps/catches to determine that it has reduced the number of gypsy moths.

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Appearance Request: Mr. Mike Sparrow, Progressive Energy, regarding the Village of North Utica Municipal Electric accounts. The 3-year contract is almost over so it is time to choose another company from the most current rate sheets to determine future municipal electric rates. The Village has Homefield as the municipal electric supplier with a current rate of 0.04778. Nine suppliers have bid their rates for 12, 24 and 36 months respectively. Homefield has a 36-month rate of 0.05697. It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to recommend approval of a 3-year contract with Homefield Energy at a rate of 0.05697. Note: This requires formal approval by Village Ordinance at the May 11, 2016 Board of Trustees meeting.

6 Yes

Motion Carried

Donations & Advertising Requests:

It was motioned by Trustee Schweickert, seconded by Trustee D. Stewart to recommend approval of a donation in the amount of \$50 to Horizon House.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to recommend approval of a donation in the amount of \$50 to LP End Zone for their golf outing being held on 7-9-16.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee D. Stewart to recommend approval of a donation in the amount of \$50 to American Red Cross.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee D. Stewart to recommend approval of a donation in the amount of \$100 to Starved Rock Special Olympics.

6 Yes

Motion Carried

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Clerk:

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to recommend approval of an advertising budget not to exceed \$3,000 for advertising during the 2<sup>nd</sup> quarter of 2016. This advertising will consist of additional signage, Utica Bucks 815Life Deal and radio advertising to encourage people to continue to shop, dine and support the Utica Businesses. Mayor Jereb stated that this is a great way for the Village to show support for the Utica Businesses during the construction of the Mill St. Beautification project; the Board agreed.

6 Yes

Motion Carried

Treasurer Jamie Turczyn then reminded everyone about the upcoming Grand Opening events scheduled for two of the new businesses in town. Roxie's Sweets and Shed Some Light have opened their businesses in the Clark St. strip mall and a Grand Opening will be held on 5-7-16 at 12:30 pm. She encouraged everyone to come out and welcome them. There will also be additional Grand Openings being held during the next couple of months. There are approx. 4 additional businesses that will be opening in Utica!

It was motioned by Trustee Bernardoni, seconded by Trustee Schweickert to recommend approval of the annual Burgoo Festival being held on 10-8-16 and 10-9-16.

6 Yes

Motion Carried

It was then motioned by Trustee d. Stewart, seconded by Trustee Pappas to recommend approval of a donation in the amount of \$4,000 to LaSalle County Historical Society toward their annual Burgoo Festival being held on 10-8-16 and 10-9-16.

6 Yes

Motion Carried

Mayor Jereb also noted that he and Police Chief Stachowiak met with the LCHS to discuss their Canal Market and the annual Burgoo Festival. Everyone was very receptive to the changes that were discussed and they are reaching out to IDNR to work out the details for additional parking.

Water / Sewer Liaison: It was motioned by Trustee Pawlak, seconded by Trustee Schweickert to recommend approval of the purchase of additional meters in the amount of \$20,500 for the residential radio read meter installation project. To date, the Village has spent approx. \$41,000. After this purchase, there will be between 100 – 150 meters left to install.

6 Yes

Motion Carried

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Discussion was also held regarding the replacement of meters that are larger than 1" in a residence. Engineer Heitz stated that there are a few properties that have a 1 ½" meter inside their homes. The practice of the Village has been that anything over 1" should be charged out at a cost to the property owner, however, this would not be considered an upgrade but rather a replacement 'in kind'. Therefore, any meter that is replaced with the same size as the existing meter in the property is replaced 'in kind' and at no charge. There will only be a charge if the meter is an upgrade.

Governmental Affairs Liaison: Trustee Pappas provided a brief update for the Board.

- Grove St. Utica Community Garden- the area has been leveled and will now require some compost and tilling of the soil prior to planting anything. A meeting is being planned for anyone interested to begin to lay out a plan for the garden. Trustee Pappas, Public Works Director Spayer, Village Clerk Gbur and Village Treasurer Turczyn are working on the plans. The Utica Garden Club has also been invited.
- Utica Business Association – Election of new Officers will take place in May 2016.
- The group is still considering a Beer Tasting Event for some time in late summer 2016.
- The Sip 'n' Snip was a bit smaller this year however, there were still a lot of people in attendance. The UBA donated \$250 toward the event.
- The Court Services Conference is being held on 4-28-16 for the Marble Run in conjunction with participating Utica Businesses. They are hoping for a great turn out for that event.
- UBA 50/50 tickets are being distributed.
- There are a few new businesses opening in May / June: Flutterby Popcorn, a new Gym and Training Facility, an old-fashioned ice cream fountain and Clark Run Creek.
- Also, the ExploreUtica.com has now been redirected to the Village website.

Police Department Liaison: Trustee Kevin Stewart asked Police Chief Stachowiak to update the Board on some of the needs of the department.

- A new UTV is needed for the department. In the past, the Village has been renting the vehicles. Although there will still be a need to rent for larger events, this will be something that can be utilized throughout the year as needed. It can be used during events, hauling things to close roads, etc. The cost of a new UTV will be approx. \$15,000. Donations from the local community and the States Attorney's Office have secured \$7,000 thus far as well as a light bar. The UTV purchase can be expensed from the Drug Fund Account. It was then motioned by Trustee D. Stewart, seconded by Trustee K. Stewart to recommend approval of the purchase of a UTV for the Utica Police Department not to exceed \$15,000.

6 Yes

Motion Carried

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•There is a need to purchase 2 additional security cameras for the Carey Memorial Park shelter. There has been recent vandalism at the shelter and surrounding area. There is a lot of time and cost spent in trying to remove the graffiti and review the images on the cameras. The cameras that are already in place don't always provide the right angle to determine who did the damage. The additional cameras will make it easier to see additional angles and hopefully act to further deter vandalism. The approx. cost is as follows:

- a.) ADT to move existing cameras ONLY would cost \$580.
- b.) Purchase of 2 additional analog cameras would cost \$590 plus an additional \$28 per month.
- c.) Purchase of digital cameras with a zoom feature would cost \$349; \$94 (2<sup>nd</sup> camera) plus an additional \$40.33 per month.

Chief Stachowiak recommended the purchase of 2 additional analog cameras at this time. It was motioned by Trustee Schweickert, seconded by Trustee Pappas to recommend approval of the purchase of the additional analog cameras at a cost not to exceed \$590 plus the additional \$28 per month fee.

6 Yes

Motion Carried

•Chief Stachowiak then spoke about the need for a new Police Squad. Currently the department has a 2008 Ford Explorer with 150,000 miles on it. It has been starting to have a few issues due to the age and mileage. A new 2016 4WD Dodge 4 door pickup truck would cost approx. \$35,000 fully equipped. There is a small trade in value on the Ford Explorer. The Drug Fund account could possibly expense \$10,000 toward the purchase. If the truck is ordered, they wouldn't take delivery until June 2016. It was then motioned by Trustee Schweickert, seconded by Trustee Pawlak to recommend approval of the purchase of a 2016 4 door Dodge 4WD pickup truck in an amount not to exceed \$35,000.

6 Yes

Motion Carried

A brief discussion was then held regarding the traffic that backs up on Rt. 178. Mayor Jereb and Chief Stachowiak will meet and try to come up with an action plan.

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Building & Zoning: NONE

Maintenance Department: NONE

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

Mill St. Beautification Project – The project is moving along very well. They are wrapping up the East side and have completed the water main work. They will be switching to the west side to begin on the sidewalks. It still looks as though the project is on target for completion around Memorial Day.

Trustee Pawlak asked about sealing the sidewalks to prepare for the use of ice melt salt on the new sidewalks. Heitz stated that if you seal the sidewalks they could become slippery and discolor. Road salt can also inadvertently be thrown onto the sidewalk. The project is being completed at this time of the year to ensure the best outcome for the curing of the sidewalk and stamped concrete.

IL River Bridge Project – Heitz is working on the details for utilities and will get the information to IDOT asap.

Aerial Topography – Heitz will begin working on reviewing the data and the beginning of an action plan that could be utilized by the Village in the event of potential flooding.

Magnuson Park Layout – Engineer Heitz, Trustee D. Stewart and Public Works Director Spayer met at Magnuson Park to decide on a layout. A copy of a layout was provided by Heitz. It showed the placement of play equipment, future parking and trees, and a future shelter. The goal is to have the equipment installed and the poison ivy sprayed, the culvert installed in the ditch and the millings put down for the parking area by the beginning of June 2016.

Clark Creek Run Flood Grant – Village Clerk Gbur provided GIS software to NCICG so that they can begin to evaluate the benefit areas for the application which is due on June 1, 2016.

Adoption of Village Zoning Maps – Due to their not being significant change in the maps in the past year, the Village will adopt new maps in spring 2017.

NPDES permit – The Village NPDES permit is expiring in January 2017. The renewal application for the permit is due by July 2016.

CDAP Church St. Water Main Replacement Grant Application – The deadline for the application is 8-16-16. The Grant will be a \$450,000 maximum 75% (federal) / 25% (local share) Grant. The potential cost of the project is approx. \$450,000 and would consist of an area of Church St. east to Armstrong St. A community survey would be necessary to apply for the Grant.



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Attorney's Report: ABSENT

President's Report: Mayor Jereb stated that he is working with Attorney Klein on building and zoning permits and requirements as well as with Fire Chief Ben Brown. They are reviewing other communities permits and will continue to review until they have something prepared to present to the Board.

He then stated that there is a meeting being held on 4-29-16 with IDNR, several community Mayors and Representative Skoog and Senator Rezin. They hope to begin discussions to get some improvements started on the I & M Canal and path.

Mayor Jereb then stated that he would appreciate any Board Members' help with things that come up including attendance at meetings etc.

Public Comment: NONE

With no additional business, the meeting was adjourned at 9:23 pm. Motioned by Trustee Schweickert, seconded by Trustee Pawlak.

All in favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk