

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
July 13, 2016
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. Village Attorney
 - 1.) Consideration and Possible Action regarding an Ordinance granting approval of a Variance to Mr. Joseph Plankenhorn, Owner of Real Estate located directly east of 304 S. Clark St. at the corner of Griffin and Hitt St., Utica, IL for the construction of an accessory building in the C-2 District.
 - 2.) Consideration and Possible Action regarding an Ordinance granting approval of an Amendment to the Zoning Ordinance to allow a Special Use in the R-1 District for the construction of a detached garage on a minimum 2 acre lot without a principal use.
 - 3.) Consideration and Possible Action regarding an Ordinance granting approval of a Special Use to Mr. Christopher Duffy and Ann Duffy, Owner(s) of Real Estate located at 400 Northwest St., Utica, IL for the construction of a detached garage in the R-1 District.
 - 4.) Consideration and Possible Action regarding an Ordinance granting approval of a Variance for the construction of an accessory building not to exceed 2,400 sq. ft. as well as necessary set backs on property located at 400 Northwest St., Utica, IL

- V. Consideration and Possible Action for the Approval of a Consent Agenda Item including the following items
 - 1.) Minutes: 06-08-16; 06-28-16
 - 2.) June 2016 Financial Stmts / Summary / Revenue Reports
 - 3.) June 2016 Prepays
 - 4.) June 2016 A/P Bills
 - 5.) IL Valley Dolphin Swim Team request to hold a Tag Day Fundraiser on 8-13-16 from 8 am – 11 am at the intersection of Rt. 6 & Rt. 178
 - 6.) NCICG Annual Membership Fees 7-1-16 through 6-30-17 \$394.11
 - 7.) LP Band Parent Association Door to Door Candy Sale 9-8-16 5 pm – 8 pm
 - 8.) NCICG Jan Lindeman Annual Golf Outing 9-16-16
 - 9.) L.S. County Regional Office of Education re: Annual Directory Ad \$125

- VI. Clerk
 - 1.) Consideration and Possible Action re: Utica Garden Club Reimbursement of annual Garden Faire expenses for portable restrooms and insurance in an amount not to exceed \$ 470
 - 2.) Consideration and Possible Action re: a request from L P Football to hold a Tag Day Fundraiser at the intersection of Rt. 6 and Rt. 178 on 8-6-16 from 8 am – 11 am.
 - 3.) Consideration and Possible Action re: Estimate from Shearer Tree Service to treat 15 diseased trees along the Rt. 178 streetscape \$3,000
 - 4.) Consideration and Possible Action re: I-80 Billboard Sign Replacement

- VII. Treasurer:
 - 1.) Update – New Business Grand Openings
 - 2.) Consideration and Possible Action re: Mill St. Grand Opening Celebration
 - 3.) Consideration and Possible Action re: Village Internet system

- VIII. Finance Liaison
 - 1.) Consideration and Possible Action to accept the Village Audit for Fiscal Year Ending 3-31-16

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IX. Park & Recreation Liaison

- 1.) Consideration and Possible Action regarding the construction and installation of a shelter at Magnuson Park \$3,975

X. Water / Sewer Liaison

XI. Streets, Lights & Alleys Liaison

XII. Governmental Affairs Liaison

XIII. Police Department Liaison

- 1.) Discussion and Possible Action re: options for the elimination of the 2008 Ford Explorer squad from the Village Police Department including possible sale or donation of vehicle

XIV. Building / Zoning Enforcement Officer

XV. Maintenance Department/ Public Works Director

- 1.) Update of ongoing projects in the Village

XVI. Village Engineer

- 1.) Update – Completion of the 2016 Mill St. Beautification Design Project
 - a) Consideration and Possible Action re: Engineer’s Pay Estimate in the amount of \$150,816.97 to Universal Asphalt and Excavating
- 2.) Update – Aerial Topography and creation of a Village Action Plan for Flooding
- 3.) Update - Application for CDBP Grant for Church St. Water Main replacement
 - a) Consideration and Possible Action re: Resolution adopting Residential Anti-Displacement and Relocation Assistance Plan for the Church St. Water Main replacement CDBP Grant R16-05

I. Village President

- 1.) Consideration and Possible Action to approve Teska & Associates submission of the Village’s 2016 Comprehensive Plan for APA Illinois Award consideration
- 2.) Update- Approved Design for Ms. Kelly Waters for property located at 149 Mill St.

II. Public Comment

III. Committee / Trustee Reports

IV. Executive Session

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

V. Possible Action regarding Executive Session items

VI. Adjournment

Posted 07-11-16

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MINUTES

At 7:00 pm the meeting was called to Order by Village President Matt Jereb who then led the Pledge of Allegiance. Present at the meeting were Trustees Dave Stewart, Ron Pawlak, Joe Bernardoni, John Pappas and Kevin Stewart and Village Clerk Laurie Gbur. Trustee John Schweickert was absent from the meeting. Also present was Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Attorney's Report: Attorney Klein provided a brief summary of the July 7, 2016 Planning Commission meeting.

A Public Hearing was held for Mr. Joseph Plankenhorn for property located at 304 S. Clark St. seeking to construct an accessory building in the C-2 district. Variances for setbacks would be needed for the construction of the building as follows:

- A. Front yard (Griffin St.) setback not less than 2 ft
- B. Rear and side yard setbacks not less than 5 ft.
- C. Corner setback not less than 2 ft to public street
- D. Building can occupy 20% of property

Attorney Klein noted that there were no objectors at the hearing and the Planning Commission voted unanimously to recommend approval of the Variances.

Trustee D. Stewart stated that he attended the Planning Commission meeting and he thought that the plans for the building were good and Mr. Plankenhorn answered everyone's questions.

It was motioned by Trustee D. Stewart, seconded by Trustee Pawlak to grant Variances for Mr. Plankenhorn to construct an accessory building at his property located at 304 S. Clark St. Ord 2016-13

5 Yes

1 Absent (Schweickert)

Motion Carried

A Public Hearing was held for Mr. Chris Duffy for property located at 400 Northwest St. seeking to construct a detached garage on a lot without a principal structure. The Village Ordinance would need to be amended to allow a Special Use in the R-1 district.

Variances for setbacks would be needed for the construction of the building as follows:

- A. Construction of a 2,400 sq. ft. garage
- B. A setback of 25 ft. from the right of way of Northwest St.
- C. A setback of 42.5 ft. from the center of the driveway on the property

Attorney Klein noted that there were no objectors at the hearing and the Planning Commission voted unanimously to recommend approval of the amendment to the Zoning Ordinance allowing a Special Use in the R-1 district and necessary Variances.

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It was motioned by Trustee D. Stewart, seconded by Trustee Pawlak to amend the Zoning Ordinance to allow a Special Use in the R-1 district. Ord 2016-14

5 Yes
1 Absent (Schweickert)
Motion Carried

It was motioned by Trustee Pappas, seconded by Trustee Pawlak to grant a Special Use to Mr. Duffy to construct a detached garage on property without a principal structure located at 400 Northwest St. Ord 2016-15

5 Yes
1 Absent (Schweickert)
Motion Carried

It was motioned by Trustee D. Stewart, seconded by Trustee Pawlak grant Variances to Mr. Duffy to construct a 2,400 sq. ft. detached garage with proposed setbacks on his property located at 400 Northwest St. Ord 2016-16

5 Yes
1 Absent (Schweickert)
Motion Carried

Consent Agenda: It was motioned by Trustee Bernardoni, seconded by Trustee Pappas to approve the Consent Agenda as listed:

- 1.) Minutes: 06-08-16; 06-28-16
- 2.) June 2016 Financial Stmts / Summary / Revenue Reports
- 3.) June 2016 Prepaids
- 4.) June 2016 A/P Bills
- 5.) IL Valley Dolphin Swim Team request to hold a Tag Day Fundraiser on 8-13-16 from 8 am – 11 am at the intersection of Rt. 6 & Rt. 178
- 6.) NCICG Annual Membership Fees 7-1-16 through 6-30-17 \$394.11
- 7.) LP Band Parent Association Door to Door Candy Sale 9-8-16 5 pm – 8 pm
- 8.) NCICG Jan Lindeman Annual Golf Outing 9-16-16
- 9.) L.S. County Regional Office of Education re: Annual Directory Ad \$125

5 Yes
1 Absent (Schweickert)
Motion Carried

Clerk: It was motioned by Trustee Pappas, seconded by Trustee D. Stewart to approve the reimbursement of expenses from the annual Garden Faire in the amount of \$470 to the Utica Garden Club.

5 Yes
1 Absent (Schweickert)
Motion Carried

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It was then motioned by Trustee D. Stewart, seconded by Trustee Pappas to approve a request from LP Football to hold a fundraiser at the intersection of Rt. 6 & Rt. 178 on 8-6-16 from 8 am – 11 am.

5 Yes
1 Absent (Schweickert)
Motion Carried

The Clerk then spoke to the Board regarding an estimate in the amount of \$3,000 from Shearer Tree Service to treat 15 Bradford pear trees along the Rt. 178 streetscape. It is a two-part treatment; one treatment will begin asap and the other treatment will begin in spring 2017. Although there is no guarantee that the trees will survive, this is the only treatment for fireblight at this time. It was motioned by Trustee Bernardoni, seconded by Trustee Pappas to move forward with the treatment.

5 Yes
1 Absent (Schweickert)
Motion Carried

Regarding the I-80 billboard sign, during the last storm the vinyl banner was damaged. The item was tabled pending an estimate. Motioned by Trustee D. Stewart, seconded by Trustee Pawlak.

All in favor
Motion Carried

Treasurer: Jamie reminded the Board about the upcoming grand openings as follows:

Clark Run Creek – July 15, 2016 at 4 pm.
JJR Training – July 30, 2016 at 11 am.
Mill St. Ribbon Cutting – July 23, 2016 at 3 pm.

Jamie then spoke about advertising for the Mill St. Ribbon Cutting / Grand Opening. Advertising on the radio and in the newspaper would cost approx. \$600. It was then motioned by Trustee Pappas, seconded by Trustee Pawlak to approve the advertising for the Mill St. Grand Opening in an amount not to exceed \$600.

5 Yes
1 Absent (Schweickert)
Motion Carried

She then spoke about the estimate to upgrade the Village's internet by working with Connecting Point and MTCO. It would cost approx. \$1,200. It was motioned by Trustee D. Stewart, seconded by Trustee Pappas to approve the request.

5 Yes
1 Absent (Schweickert)
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Finance Liaison: Mayor Jereb asked if there were any questions from the Board about the annual audit that had been provided for review. There were no questions therefore it was motioned by Trustee Pappas, seconded by Trustee Bernardoni to accept the annual Audit Fiscal Year ending 3-31-16.

5 Yes
1 Absent (Schweickert)
Motion Carried

Park & Recreation Liaison: It was motioned by Trustee D. Stewart, seconded by Trustee Pappas to approve the construction and installation of a shelter at Magnuson Park in the amount of \$3,975.

5 Yes
1 Absent (Schweickert)
Motion Carried

Water / Sewer Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Governmental Affairs Liaison: NONE

Police Department Liaison: After some discussion, it was motioned by Trustee Bernardoni, seconded by Trustee Pappas to approve the sale of the 2008 Ford Explorer to Officer Jerry Nanouski for \$100. He will also be responsible for the cost of Title and Registration fees. The vehicle is being sold in 'as is' condition with approx. 150,000 miles.

5 Yes
1 Absent (Schweickert)
Motion Carried

Building / Zoning Enforcement Officer: NONE

Maintenance Dept. Supervisor: NONE

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

Mill St. - The project is almost complete. The contractor is working on a punch-list of items to complete. It was motioned by Trustee D. Stewart, seconded by Trustee Pappas to approve Engineer's Pay Estimate #2 in the amount of \$150,816.97 as payment to Universal Asphalt.

5 Yes
1 Absent (Schweickert)
Motion Carried

He then stated that there will be an additional cost of approx. \$500 for removing and replacing some of the street lights on Mill St. with the new lights.

Aerial Topography – No update

CDBP Grant Application – Surveys are due at the end of the week. The application is due on 8-15-16.

It was motioned by Trustee Bernardoni, seconded by Trustee D. Stewart to approve Resolution R16-05 for the anti-displacement act, so that it can be submitted with the Village's Grant Application for the Church St. water main grant.

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Village President: It was motioned by Trustee Pawlak, seconded by Trustee D. Stewart to approve a letter of support from the Village to be sent to Teska & Associates so that they can include it with their submission for an award for the work they completed on the Village's updated Comprehensive Plan.

5 Yes

1 Absent (Schweickert)

Motion Carried

Mayor Jereb then provided an update on the design plans for 149 Mill St. Kelly Waters presented her plans to the Planning Commission at their meeting on July 7, 2016.

The building was formerly Second Look Antiques until a fire in May 2015. The Village Acquired the building and weather-proofed it before the winter and in May 2016 it was purchase by DRK, LLC. Kelly Waters also owns Skoog's Pub and intends to renovate the new building to expand that restaurant. Her design includes an open air concept with a large overhead garage door in the front of the building. During warm seasonal weather the door could be opened to allow for open air style dining. She also plans to increase the size of the kitchen. The garage door will be 10 ft. tall with 6 panel glass windows. She would like to keep the ceiling as high as possible. There will also be a brand new apartment upstairs. The Planning Commission unanimously approved the plans.

Mayor Jereb then encouraged everyone to come out for the Mill St. ribbon cutting. He also said that the fireworks were great and we are working with the same contractor to work on a multi-year contract. When we have the information we will provide it to the Board for consideration.

Public Comment: There were people in the audience that asked if sewer would be installed in Oak Bluff Estates. Engineer Heitz stated that the line is more than 2,000 feet away from the area and would likely be a \$500,000 project. Mayor Jereb stated that it is a costly project and would be considered a long range plan; possibly 40+ years.

Committee Reports:

Trustee Pawlak – Semi trucks are unloading on Mill St. After some discussion among the Board it was decided that Engineer Heitz and Mayor Jereb will determine if there is an area to put signage that states "No Trucks Allowed".

Jamie then told everyone thank you for the help with the annual fireworks event. It was a great event and very well attended.

With no additional business, it was motioned by Trustee Pappas, seconded by Trustee Pawlak to adjourn the meeting at 7:45 pm.

All in favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk