

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
August 17, 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. Appearance Request: Mr. Henry Kleiber, 221 Clark St., Utica, re: Request for curb and or landscape timbers to address Storm water run-off near home

- V. Village Attorney
 - 1.) Consideration and Possible Action regarding an Ordinance granting approval of an Amendment to the Zoning Ordinance to define a Distillery in the C-3 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 C-3 District.
 - 3.) Consideration and Possible Action regarding an Ordinance granting approval of a Special Use and a sign Variance to Mr. Kenneth Haun and Kindred Spirits Distillery, Inc., Lessees of property owned by Mr. Dee Bennett and Ms. Bonnie J. Grusk for the operation of a Distillery in the C-3 District on a tract of land located at 2958 U.S. Rt. 178, Utica, IL.
 - 4.) Consideration and Possible Action regarding Amending the Liquor Ordinance to add a License for a Distillery
 - 5.) Consideration and Possible Action regarding Amending the Liquor Ordinance to add an additional Class A License
 - 6.) Consideration and Possible Action Authorizing the Village President to enter into a Contract between the Village of North Utica and IDOT for the purpose of Village Participation in the Rt. 178 IL River Bridge Project
 - 7.) Consideration and Possible Action re: Granting a Temporary Use Permit to IDOT for the purpose of installing a water main and lighting controller for the Rt. 178 IL River Bridge Project
 - 8.) Consideration and Possible Action re: An Ordinance to indicate 'no parking allowed' along Rt. 178 from Lincoln St. to the entrance of Starved Rock.

- VI. Consideration and Possible Action for the Approval of a Consent Agenda including the following items
 - 1.) Minutes: 07-13-16; 07-26-16
 - 2.) July 2016 Financial Stmt's / Summary / Revenue Reports
 - 3.) July 2016 Prepaids and July 2016 A/P Bills
 - 4.) Starved Rock Runner request to hold the annual Canal Connection Race on 11-06-16 from of Rt. 6 & Rt. 178 as well as a donation in the amount of \$250
 - 5.) Entering into a Contract with MTCO as proposed for the Village phone system
 - 6.) Utica Township "Friends of the Community Building" Program donation in the amount of \$500
 - 7.) Purchase of additional Barricades and Traffic Safety Equipment for the Utica Police Department for upcoming events, including Burgoon, in an amount not to exceed \$ 1,800

- VII. Village Clerk
 - 1.) Consideration and Possible Action re: Annual Veteran's Parade Event being held on 11-6-16
 - a) Approval of event and temporary road closure Resolution R16-06
 - b) Donation toward Veterans Parade expenses
 - 2.) Consideration and Possible Action re: A 3 Year Contract between the Village of North Utica and ARC Pyrotechnics for the Annual Fireworks Displays (7-2-17; 7-1-18; 7-5-19)
 - 3.) Consideration and Possible Action re: Estimate from Shearer Tree Service to treat Sumac Plants throughout the Rt. 178 streetscape
 - 4.) Consideration and Possible Action re: Request from Knight of Columbus to hold their annual fundraiser at the intersection of Rt. 6 and Rt. 178 on 9-16-16 through 9-18-16

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VIII. Treasurer: regarding the possible Purchase and Installation of Banners to Honor Military

IX. Finance Liaison

X. Park & Recreation Liaison

XI. Water / Sewer Liaison

XII. Streets, Lights & Alleys Liaison

XIII. Governmental Affairs Liaison

XIV. Police Department Liaison

- 1.) Consideration and Possible Action to authorize the Chief of Police to enter into and utilize a Mutual Aid Agreement and to compensate Police Officers as well as authorization to rent an additional UTV for the Burgoo Weekend Event.

XV. Building / Zoning Enforcement Officer

XVI. Maintenance Department/ Public Works Director

- 1.) Consideration and Possible Action for the purchase of a striping machine to do pavement and parking lot striping in the Village.
- 2.) Consideration and Possible Action re: A Contract between the Village of North Utica and Utica Township to provide Snow Plow services for the 2016-2017 Winter Season

XVII. Village Engineer

- 1.) Update – Aerial Topography and creation of a Village Action Plan for Flooding
- 2.) Update - Application for CDBP Grant for Church St. Water Main replacement

I. Village President

- 1.) Consideration and Possible Action Regarding Amendments to Village of North Utica Vendor Ordinance including possible Moratorium on additional Permits
- 2.) Proclamation recognizing an Annual Payroll Week in the Village of North Utica
- 3.) Acknowledgements:
 - a) P Q Corporation for the donation of additional waste receptacles to aid with Village events
 - b) Friends of the Fireworks for their fundraising efforts toward the Village Fireworks event

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

- 1.) Consideration and Possible Action regarding the appointment, employment, compensation, discipline, performance or dismissal for specific employees

VI. Adjournment

Posted 08-15-16

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MINUTES

At 7:04 pm the meeting was called or Order by Village President Matt Jereb who then led the Pledge of Allegiance. Village Clerk Laurie Gbur called attendance. Present at the meeting were 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.

Appearance Request: Mr. Henry Kleiber, 221 Clark St., Utica, spoke to the Board about his request for a curb to be constructed and / or landscape timbers that would address Storm water run-off issues that have been impacting his property. He stated that there was a change to the landscape following the Rt. 178 streetscape and an issue developed from water run-off. Public Works Director Curt Spayer and Engineer Heitz looked at the issue. They discussed a plan to install additional mulch in the landscape and try to divert the water run-off into existing drains in the area. He also advised Mr. Kleiber that longer downspouts could also work to divert water away from the home. Mr. Kleiber agreed.

Village Attorney:

Attorney Klein provided a summary of the Planning Commission meeting held on 8-4-16. A Petition was submitted by Mr. Ken Haun and Kindred Spirits Distillery, Inc. seeking approval of an amendment to the Zoning Ordinance and the granting of a Special Use for the operation of a bar with a tasting area and retail store in the C-3 District. His family would like to open a distillery on property located at 2958 IL Rt. 178. During the Public Hearing, Mr. Haun presented a packet to the Planning Commission that outlined his plans and stated that he would like to grow his business here and remain in Utica, including all areas of production and distribution for the Distillery. A copy of the packet was also provided to the Village Board. Mr. Haun explained to the Planning Commission that he would like to grow in phases and become a number one tourist attraction in the Village. The packet outlined examples of photos and renderings of distilleries, including interior and exterior photos of the property. In the first phase, the property, formerly Bennett Garden Center, would include a retail space, tasting bar and a 250 gal electric copper traditional still. In future phases, Mr. Haun hopes to grow to a full distillery process on the adjacent property. A vodka still would be approx. 45 ft. tall and cost over \$500,000. Mr. Haun has a goal to phase in this type of still within a few years as development grows. Blue Line Vodka, which would support a donation toward the End of Watch Foundation for families of police officers killed in the line of duty, would be distributed in all 50 states within 5 years. The process of distilling is similar to a winery except there are grains being used instead of fruits. Grains are mashed and fermented at a maintained temperature. Once the product is bottled and labeled, distribution would take place. The State license allows for the production of 35,000 gallons of spirits per year.

Attorney Klein then stated that the Planning Commission had unanimously recommended approval of the amendment to the Zoning Ordinance to grant a Special Use for the property. He also noted that Village Engineer Heitz attended the Hearing and had no concerns on behalf of the Village for the intended use of the property.

The Village Board briefly discussed the matter. The Board felt like this would be a positive business locating in the community and that it could become very successful as a tourist destination.

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With no additional discussion, it was motioned by Trustee Schweickert, seconded by Trustee D. Stewart to approve the amendment to the Zoning Ordinance to add the definition of a distillery. ORD 2016-17

6 Yes

Motion Carried

It was then motioned by Trustee D. Stewart, seconded by Trustee Pawlak to approve granting a Special Use and Variances to Kindred Spirits, LLC lessees of property owned by Dee Bennett, for the operation of Distillery in the C-3 district. ORD 2016-18

6 Yes

Motion Carried

It was then motioned by Trustee Bernardoni, seconded by Trustee Pappas to amend the Liquor Ordinance to add a Class I License for a Craft Distillery at an annual fee in the amount of \$600. ORD 2016-19

6 Yes

Motion Carried No action was taken on Village Attorney's item #5.

Mayor Jereb welcomed the Haun family to Utica and wished them success in their endeavors. Mr. Haun thanked the Village Board and stated that his family looks forward to growing their business here.

Village Attorney continued:

A summary of the IDOT IL River Bridge Project was provided by Mayor Jereb, Engineer Heitz and Attorney Klein. The estimated cost of the project is \$28,897,470. The estimated cost of the Village share is \$826,000 which includes 20% for the shared use path, additional decorative lighting north of Dee Bennett Rd., and relocating and upgrading the size of the Village's sanitary sewer discharge pipe. The estimated cost is subject to bids that are received on the project in November. The current bridge will remain open during construction which would tentatively begin in spring.

It was then motioned by Trustee Schweickert, seconded by Trustee D. Stewart to approve an ordinance authorizing the Village President to execute a Contract between the Village of North Utica and IDOT for the IL River Bridge Project, subject to any final modifications agreed upon by the Village President and the Village Attorney. ORD 2016-20

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to grant a Temporary Use Permit to IDOT for work associated with the IL River Bridge Project. ORD 2016-21

6 Yes

Motion Carried

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It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to approve an Ordinance regulating parking on IL. Rt. 178 from Lincoln St. south to the entrance of Starved Rock State Park. ORD 2016-22

6 Yes

Motion Carried

Consent Agenda: Minutes: 07-13-16; 07-26-16

- 1.) July 2016 Financial Stmts / Summary / Revenue Reports
- 2.) July 2016 Prepays and July 2016 A/P Bills
- 3.) Starved Rock Runner request to hold the annual Canal Connection Race on 11-06-16 from of Rt. 6 & Rt. 178 as well as a donation in the amount of \$250
- 4.) Entering into a Contract with MTCO as proposed for the Village phone system
- 5.) Utica Township "Friends of the Community Building" Program donation in the amount of \$500
- 6.) Purchase of additional Barricades and Traffic Safety Equipment for the Utica Police Department for upcoming events, including Burgoo, in an amount not to exceed \$ 1,800

NOTE: Mayor Jereb made the following comments:

Starved Rock runners holds a great event every year on the same day as the annual Veteran's Parade and they always work well with local law enforcement to make sure everything goes smoothly for everyone involved.

A donation being made to the Utica Twp. 'Friends of the Community Building' fundraiser will be utilized toward upgrades to the facility. The Village office and Police Department relocated to the community building last year when there was a threat of potential flooding to the community. The Township Board did not charge for the use of the facility at that time and has also extended an open invitation to the Village should the need arise again in the future. A donation toward their fundraiser is in appreciation of that help that they have provided to us.

The Board agreed and it was then motioned by Trustee Pawlak, seconded by Trustee D. Stewart to approve the Consent Agenda for 8-17-16.

6 Yes

Motion Carried

Village Clerk:

It was motioned by Trustee D. Stewart, seconded by Trustee Schweickert to approve the annual Veteran's Day Parade being held on 11-6-16 along with Resolution R16-06 for the necessary road closures and a donation in the amount of \$4,000 to the American Legion toward their expenses.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee D. Stewart to approve a 3-year Fireworks Contract between the Village of North Utica and ARC Pyrotechnics, subject to the agreed upon changes. ORD 2016-23

6 Yes

Motion Carried

It was the motioned by Trustee D. Stewart, seconded by Trustee Schweickert to Table the item regarding estimates to treat or replace the sumac plants along the Rt. 178 streetscape and Canal St.

All in favor

Motion Carried

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It was then motioned by Trustee Pappas, seconded by Trustee Schweickert to approve the annual Knights of Columbus Tootsie Roll Drive Fundraiser at the intersection of Rt. 6 & Rt. 178 as follows:

9-16-16 from 12 pm– 4 pm

9-17-16 from 8 am - 12 pm

9-18-16 from 8 am - 12 pm

6 Yes

Motion Carried

Village Treasurer: Treasurer Jamie Turczyn spoke to the Board about hanging banners throughout the community to honor Military. The 24 X 45 banners would be hung on existing poles along Rt. 178 and in the downtown Mill St. area. There would be a quantity of 50 banners sold to residents who would like to honor their loved ones for a participating cost of \$40 each. The banners would be displayed through Veteran's Day and then returned to the resident. Postcards would be mailed to Utica residents and the banners would be sold on a first come first serve basis. The overall cost to the Village would be \$108 per banner which includes the hardware. The Utica Business Association has also agreed to share in the cost, as well as the resident participation of \$40 per banner, therefore the total would be approx. \$1,700 from the Village. The Board agreed that this would be a great display in the community so people can honor their loved ones, especially with them being on display during the busy Utica fall season through Veteran's Day. Mayor Jereb agreed and stated that it was a successful program in Oglesby and it will be a good opportunity for residents to recognize their loved ones. It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to approve the purchase of banners for the community at a cost not to exceed \$1,900 which will include mailing out the postcards.

6 Yes

Motion Carried

Park & Recreation Liaison: NONE

Water / Sewer Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Governmental Affairs: Trustee Pappas provided a brief update on the Utica Business Association.

The UBA will be holding a Christmas Walk in mid-December; tentatively on December 11th. The Christmas in the Village will no longer take place due to the retirement of the volunteers that had previously organized it.

Hopefest, supporting Breast Cancer awareness, will be taking place on October 2nd.

Country Village Studio is closing at the end of August. They will be missed in the Community.

LaSalle County Historical Society is holding their Canal Market every Sunday in September.

Police Department Liaison: It was motioned by Trustee D. Stewart, seconded by Trustee Schweickert to authorize Police Chief Jay Stachowiak to utilize a Mutual Aid Agreement to staff the department for the upcoming Burgoo Event as well as rent a UTV for the weekend.

6 Yes

Motion Carried

Mayor Jereb noted that he, Chief Stachowiak and Public Works Director Spayer met with organizers of the Burgoo Festival to discuss logistics as the event is approaching and they were very cooperative.

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Building / Zoning Enforcement: NONE

Maintenance Department: Estimates were discussed for the purchase of a striping machine to be used to re-stripe parking areas throughout the Village. Cost of the machine would be between \$3,500 - \$7,000 for a commercial striper or \$1,500 - \$2,000 for an entry level machine. Spayer indicated that he researched the equipment and feels that he can purchase a machine for approx. \$4,000 that would be sufficient for the department and the needs of the community. It was then motioned by Trustee D. Stewart, seconded by Trustee Pawlak to approve the purchase of a striping machine in an amount not to exceed \$4,000.

6 Yes

Motion Carried

It was then motioned by Trustee Bernardoni, seconded by Trustee Pappas to approve a 4-year Contract between the Village of North Utica and Utica Township for the snow plow / salt maintenance of 2803rd Rd. for the winter season(s) between 2016 – 2020 for an annual cost of \$19,000. ORD 2016-24

6 Yes

Motion Carried

Mayor Jereb indicated that this 4-year timeline would allow the Village to plan for the purchase of the necessary equipment and manpower to be able to maintain the road in house. The Board agreed.

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

Mill St. Beautification - There is still a punch list of items that the contractor needs to address before the project is complete and final payment can be made.

Aerial topography – Engineer Heitz is in the process of reviewing the data.

Church St. Grant Application – Engineer Heitz needs to provide an updated cost estimate to NCICG and there are a few additional surveys to be collected and turned in. The application is due on 9-30-16.

Village President: Mayor Jereb spoke to the Board about the frequent requests that the Village is receiving from people wanting to set up as a Vendor in the community. Currently a committee was formed to review the Ordinance, however, the requests keep coming in. While being reviewed to determine if the current Ordinance requires modification, Mayor Jereb requested that the Board consider a Vendor Permit Moratorium. Our businesses invest a lot into our community and we need to help to protect their investment by making sure how we want to consider these other requests as they come in. It was also noted that this moratorium would not affect the annual Burgoo, or those non-profit organizations that are based within the Corporate Boundaries of the Village.

The Board agreed and it was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve a Vendor Permit Moratorium effective immediately. ORD 2016-25

6 Yes

Motion Carried

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It was then motioned by Trustee D. Stewart, seconded by Trustee Schweickert to approve a Proclamation for the Payroll Association recognizing people who administer payroll for a week beginning 9-4-16, Labor Day week.

6 Yes

Motion Carried

Mayor Jereb also recognized the following individuals and groups for their generosity:

Mary Pawlak and the Friends of the Fireworks for their efforts in raising \$1,000 to help defray expense for the annual fireworks event.

PQ Corporation for their donation of 25 large waste receptacles to help with trash collection during our large events.

Public Comment:

Mr. Svasza – He stated that the Utica Little League will be putting a shed up at Neighbor’s Park to store some of their items.

Mr. Keith Peircy - A brief discussion was held about an existing private easement in back of his property which is located on Arrowhead Dr. and near the entrance to Ridgeview Subdivision, however, it was noted that because it is a private easement, the Village would not be able to be involved in the dispute.

At 8:26 pm, it was motioned by Trustee Schweickert, seconded by Trustee D. Stewart to enter into Executive Session for the purpose of:

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

All in favor

Motion Carried

At 8:30 pm, it was motioned by Trustee D. Stewart, seconded by Trustee Schweickert to reconvene the meeting.

All in favor

Motion Carried

It was then motioned by Trustee K. Stewart, seconded by Trustee Pappas to approve an amendment to the 2016 Payroll schedule.

6 Yes

Motion Carried

With no additional discussion, it was motioned by Trustee Bernardoni, seconded by Trustee K. Stewart to adjourn the meeting at 8:32 pm.

All in favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk