

VILLAGE OF NORTH UTICA
801 South Clark St.
North Utica, IL 61373
Committee of the Whole Meeting
August 23, 2016

AGENDA

- I. 7:00 p.m. Call to Order
- II. Pledge of Allegiance
- III. Roll Call

- IV. Appearance Request: Ms. Joni Hunt, IVAC

- V. Clerk: Discussion / Possible Recommendation regarding the following items:
 - 1.) Estimates for I-80 Billboard Sign Replacement
 - 2.) Estimate for the treatment of Sumac plants along the Rt. 178 Streetscape
 - 3.) Fall landscaping Decorations for the Village
 - 4.) Trick or Treat Hours in the Village

- I. Treasurer - Discussion / Possible Recommendation regarding the following items:
 - 1.) Treasurer's Report Fiscal Yr. end 3-31-16
 - 2.) Update on Banners Honoring Veterans

- VI. Finance Liaison

- VII. Donation & Advertising Requests: Consideration and Possible Recommendation re: a donation request to the following:
 - 1.) NCICG Economic Development Grant Matching Program \$500

- VIII. Park & Recreation Liaison:
 - 1.) Discussion and Possible Recommendation re: drainage issues at Neighbor's Park

- IX. Water / Sewer Liaison

- X. Streets, Lights & Alleys Liaison

- XI. Governmental Affairs Liaison

- XII. Police Department Liaison

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- XIII. Building/Zoning Officer Report
- XIV. Maintenance Dept.
 - 1.) Update – Ongoing projects in the Village
 - 2.) Update – Water run off -property located at 221 Clark St.
 - 3.) Update - Standing water on Johnson St.
 - 4.) Updates on Striping equipment / trade in value of road patching machine

- XV. Engineer’s Report
 - 1.) Update on the completion of the 2016 Mill St. Streetscape Project
 - 2.) Update on Aerial Topography and creation of a Village Action Plan for Flooding
 - 3.) Update on application for CDBG Grant for Church St. Water Main Project and Community Surveys

- II. Attorney’s Report

- III. President’s Report
 - 1.) Discussion regarding: 2016 – 2017 Possible Projects in the Village

- IV. Committee / Trustee Reports

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

- VII. Possible recommendations regarding Executive Session including:
 - 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees.
 - 2.) Possible Recommendation for the Bid and Purchase of Real Estate for a tract of property located along Donaldson St.

- VIII. Adjournment

Posted: 08-19-16

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At 7:00 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 attendance. Present at the meeting were Trustees John Schweickert, Dave Stewart, Ron Pawlak, Joe Bernardoni and Kevin Stewart. Trustee John Pappas was unable to attend the meeting. Village Engineer Kevin Heitz also attended the meeting.

Appearance Request: Ms. Joni Hunt, Executive Director for IVAC, provided an update to the Board. IVAC has been doing a lot of new things. There are 37 new members that have joined since January 1, 2016. There are many new events and programs that IVAC has been working on to create stronger partnerships and networking.

IVAC has set new goals which include the following:

- A. Membership retention
- B. Working with companies to expose youth to the workplace and different types of jobs and skills available to them and to develop the potential for our workforce of the future
- C. Development of a Public Relations Committee
- D. Development of Goodwill projects in the community
- E. Additional marketing to attract new business and development
- F. Development of a new mobile app website
- G. Celebrating the successes of local businesses
- H. Fundraising efforts
- I. Setting and attaining objectives for the future
- J. Additional job fairs, events and Lunch & Learn networking events will be planned

Mayor Jereb thanked Ms. Hunt for providing an update and congratulated IVAC on the development of many new programs that will help them reach their goals in the community.

Village Clerk:

I-80 billboard sign - A brief Discussion was held regarding estimates and artwork for the replacement of the I-80 billboard sign. The Board would like to have a billboard that would have a design that matched the recently developed website. They discussed the artwork and decided that they would like to see a couple of additional options at the next meeting.

Treatment of Sumac plants -The report on the sumac that is dying in the landscaping along Rt. 178 still has not arrived. Samples of the plants were sent in for diagnosis so that treatment can be determined, however, they are still testing the plants.

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Trick or Treat hours - It was motioned by Trustee Schweickert, seconded by Trustee D. Stewart to recommend approval of the purchase of fall décor for the community which will include corn stalks, sunflowers, and ribbons, in an amount not to exceed \$1,500.

5 Yes

1 Absent (Pappas)

Motion Carried

Trick or Treat Hours -It was then motioned by Trustee Pawlak, seconded by Trustee Bernardoni to recommend approval of the date and time being set for Trick or Treat within the Village.

Trick or Treat will be held from 5 pm – 7 pm on 10-31-16.

5 Yes

1 Absent (Pappas)

Motion Carried

Village Treasurer:

Treasurer's Report – Village Treasurer Jamie Turczyn provided copies of the draft of the 2016 Treasurer's Report to the Board for their review. Board members were asked to provide any comments or questions one week prior to the September Board meeting.

Banners – An update was provided on the program to sponsor Banners Honoring Military. Jamie showed the Board what the design would look like, spoke about the quantity of 50 that are available and when the postcards would be mailed to notify residents of the program. The Board agreed that it was a great idea and would be something very nice to display in our community.

Finance Liaison: NONE

Donations & Advertising:

It was motioned by Trustee Schweickert, seconded by Trustee Bernardoni to recommend approval of a donation to NCICG toward their Economic Development Grant Matching Program in the amount of \$500.

5 Yes

1 Absent (Pappas)

Motion Carried

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Park & Recreation Liaison: Trustee D. Stewart discussed the recent drainage issues at Neighbor's Park. After a brief discussion, it was motioned by Trustee Bernardoni, seconded by Trustee D. Stewart to recommend approval of repairs to drainage at Neighbor's Park at a cost not to exceed \$3,296.29. (This will also include tiles broken at Carey Memorial Park to be repaired as earlier proposed at no additional cost.)

5 Yes

1 Absent (Pappas)

Motion Carried

Trustee D. Stewart also stated that the shelter would be slightly delayed. It will be installed at Magnuson Park in the next week or so due to an error with the materials that had previously come in.

Water / Sewer liaison: NONE

Streets, Lights & Alleys Liaison: Trustee Bernardoni asked about standing water in an area of Washington St. Engineer Heitz and Public Works Director Spayer will look at the issue and provide an update at the next meeting.

Governmental Affairs: NONE

Police Department Liaison: Chief Stachowiak stated that on September 14, 2016 at 6:15 pm, he will have a brief gathering to acknowledge individuals and companies that provided donations toward the purchase of the departments' new UTV. He also indicated that the Utica Police department vehicles are all striped the same now. Mayor Jereb thanked Chief Stachowiak for his efforts in seeking donations toward the purchase of the UTV and encourage Board Members to come to support and thank those that donated.

Building / Zoning Enforcement: NONE

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

Drainage near Clark St. – Spayer stated that he was installing rock on the north side of the alley near the Villages landscape to alleviate the heavy drainage toward the home located at 221

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Clark St. Engineer Heitz will also determine in the Village owns the alley to further address drainage in the area.

Drainage and pavement issues - Spayer stated that he plans to subcontract to Illinois Valley Excavating to address some of these areas in the Village. There are areas that will require a camera to determine what is happening as well as to develop a solution to address drainage issues, pavement issues, etc. There are areas on Florence St. and on Wright Dr. in Oak Bluff Estates that will need further investigation.

Johnson St. – Trench drains will need to be installed to alleviate standing water in the areas on Johnson St.

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

Mill St. – There is a 'punch list' remaining that the contractor needs to complete on Mill St. The stamped concrete will require an additional anti-slip product to be added to the sealant to make sure the surface will be slip resistant. This may be a slight additional cost to the Village. Heitz will speak to the Contractor about this as well as completing the other items on the list so that the project can be finished.

Aerial Topography – Engineer Heitz is still working on the data for the aerial topography that will help the Village to develop an action plan for the threat of potential flooding.

Church St. CDBG Grant – Surveys have been submitted to NCICG and Engineer Heitz will submit his final cost for the project by Friday 8-26-16. The Public Hearing notice is being published and will be held at 6:45 pm on 9-14-16 prior to the Board meeting. The Grant application is due on 9-30-16.

Attorney's Report: NONE

President's Report:

Bo Windy sent a card to express his Thanks on behalf of the Utica Township you for the Village's donation toward their 'Friends of the Community Building' campaign. He stated that the doors are always open if the Village needs to use the space.

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A brief discussion was also held about the many additional flag/signs that have been in front of the businesses and along Rt. 178.

Trustee Pawlak stated that the signs are not being taken down at the end of the day and many more have been added throughout the entire area, especially in the south end of the community. They advertise a product therefore they are signs that are not in compliance with the Village Sign Ordinance.

The matter will need to be reviewed to determine whether these are out of compliance from the Villages' Sign Ordinance. In general, what image do we want the community to reflect? Mayor Jereb stated that he will also reach out to the Utica Business Association about the matter.

Property located along Donaldson St. was then discussed. It is being advertised for a sealed bid auction with bids being due on 9-2-16. The Village Board agreed to bid on the property as it is near the Village's sewer plant. It was motioned by Trustee D. Stewart, seconded by Trustee K. Stewart to authorize Mayor Jereb to submit a sealed bid on behalf of the Village of North Utica.

5 Yes

1 Absent (Pappas)

Motion Carried

With no additional business, the meeting was adjourned at 8:40 pm. Motioned by Trustee Bernardoni, seconded by Trustee Schweickert.

All in favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk
Village of North Utica