

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
December 14, 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. Eric Riggs, Cedar Creek Construction LLC, regarding the possible rental of privately owned Villa Units on property generally located at 2643 IL. Rt. 178, Utica, IL
- V. Consideration and Possible Action for the Approval of a Consent Agenda including the following items
 - 1.) Minutes: 11-09-16; 11-22-16
 - 2.) November 2016 Financial Stmts / Summary / Revenue Reports
 - 3.) November 2016 Prepays and November 2016 A/P Bills
 - 4.) Advertising for Christmas Events in the Village not to exceed \$1,000
 - 5.) Approval Granted to Utica Business Association as follows:
 - a) 2017 list of Events submitted by Utica Business Association
 - b) Raffle License for Utica Business Association to hold a raffle in 2017
 - c) Donation toward Utica Business Association 2017 Event expenses \$4,000
 - 6.) Approval of 2017 list of Events submitted by Utica Fire Protection District
 - 7.) Payment of an Invoice for sewer repairs / clean out submitted by Mr. Rooter \$305
 - 8.) Approval of repairs to Sewer Pump \$2,670
- VI. Village Clerk
 - 1.) Consideration and Possible Action re: estimate for the repairs / replacement of a garage door
 - 2.) Consideration and Possible Action re: Waltham PTCC request for Donation toward their annual Trivia Night being held on 1-21-17 at 5 p.m. at Senica's Oak Ridge
- VII. Village Treasurer
- VIII. Finance Liaison
 - 1.) Consideration and Possible Action on an Ordinance Approving the 2016 Tax Levy
- IX. Park & Recreation Liaison
 - 1.) Consideration and Possible Action to Approve Repairs to the Field at Carey Memorial Park not to exceed \$4,000 and Update regarding the status of such repairs
- X. Water / Sewer Liaison
- XI. Streets, Lights & Alleys Liaison
- XII. Governmental Affairs Liaison
- XIII. Police Department Liaison
- XIV. Building / Zoning Enforcement Officer

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- XV. Maintenance Department/ Public Works Director
 - 1.) Update - Ongoing projects in the Village
 - a) Standing water on Johnson St.
 - b) Florence Drive
 - c) Sewer Valve Grove St.
 - 2.) Consideration and Possible Action re: Purchase of additional equipment for Plow Trucks

- XVI. Village Engineer
 - 1.) Consideration and Possible Action re: Engineer's Final Pay Estimate to Universal Asphalt and Excavating for the Completion of the 2016 Mill St. Beautification Design Project
 - 2.) Update – Rt. 178 IL. River Bridge Project
 - 3.) Update – Status IEPA Water Permits
 - 4.) Update – Aerial Topography and the creation of a Village Action Plan for potential flooding

- XVII. Village Attorney

- XVIII. Village President

- XIX. Public Comment

- XX. Committee / Trustees Reports

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

- XXII. Possible Action regarding Executive Session items
 - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
 - 2.) Pending Litigation
 - 3.) Purchase/Sale/Lease of Real Property

- XXIII. Adjournment

Posted 12-12-16

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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. Village Clerk Laurie Gbur was absent from the Meeting. Roll Call was taken by Village Treasurer Jamie Turczyn. 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.

A Motion was then made by Trustee K. Stewart, seconded by Trustee Pappas to appoint Turczyn as Clerk Pro-Tem for the meeting.

6 Yes

All in Favor

Appearance Request: Mr. Eric Riggs, Cedar Creek Construction LLC, regarding the possible rental of privately owned Villa Units on property generally located at 2643 IL. Rt. 178, Utica, IL

Mr. Riggs spoke to the Village Board requesting a Hotel Motel Tax License to begin renting out the privately owned Villas located at Grand Bear Lodge Resort. Mr. Riggs and his company own several units and property owners are concerned with the status of Grand Bear Lodge and not be able to rent out their Villas. Grand Bear Lodge will no longer rent out the Villas and has stopped the rental pool.

From the beginning, there have been three separate entities located on the property that have all been managed by Grand Bear: Grand Bear Lodge & Water Park and two Townhome Associations.

When the privately owned Villas were being rented out, Mr. Riggs stated that the revenue from such was not given to the Homeowners or the Association.

Many of the current Villa owners would like to continue to rent out their property and file the necessary tax receipts thereby providing the Village of North Utica with Hotel Motel Tax revenue. There are 188 privately owned units.

Attorney Klein reminded everyone that the Village is currently in an Annexation Agreement with Grand Bear and it is unknown if they will amend the agreement to allow for the rental of the Villas outside of the management of Grand Bear.

Mr. Riggs stated that he would like the Village Board to vote on the issue.

Mayor Jereb stated that additional information would be needed first.

Trustee Bernardoni asked if a temporary Hotel Motel license could be granted since the Villas are no longer in the Grand Bear rental pool and the agreement between Grand Bear and the Homeowners Association was not being utilized any longer.

Trustees Schweickert and D. Stewart agreed that the first step would be to contact Grand Bear to determine if there would be a way to amend the existing Annexation Agreement.

Attorney Klein also stated that the existing sewer is all on one line and the Village currently bills Grand Bear directly each month.

Following additional discussion, the Village Board determined that more information would be needed before discussing further.

Trustee Bernardoni asked what the next step would be.

Attorney Klein answered that the Village would need to reach out to Grand Bear to discuss the matter.

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MINUTES

Consent Agenda: It was motioned by Trustee D. Stewart, seconded by Trustee Pappas to approve the Consent Agenda items as follows:

- 1.) Minutes: 11-09-16; 11-22-16
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- 8.) Approval of repairs to Sewer Pump \$2,670

6 Yes

Motion Carried

Village Clerk: In absence of the Clerk, Treasurer Turczyn spoke about the following items:

- 1.) Discussion for the replacement / repairs of the garage door located at the Village Hall. The estimate was not available at the time of the meeting however the Village Board agreed that an estimate not to exceed \$1,000 toward the necessary repairs would be sufficient so that it could be repaired and possibly sent to insurance for reimbursement minus the \$500 deductible. Motion was made by Trustee D. Stewart, seconded by Trustee Schweickert to approve the repairs not to exceed \$1,000.

6 Yes

Motion Carried

- 2.) Waltham PTCC annual Trivia Night being held on 1-21-17 at Senica's Oak Ridge. Motion was made by Trustee D. Stewart, seconded by Trustee Pappas to approve a donation toward the event in the amount of \$100.

6 Yes

Motion Carried

Village Treasurer: NONE

Finance Liaison: A motion was made by Trustee Schweickert, seconded by Trustee D. Stewart to approve the 2016 Tax Levy. Ordinance 2016-29

6 Yes

Motion Carried

Park & Recreation Liaison: There has been no activity to make repairs to the field at Carey Park due to the recent weather however, it was motioned by Trustee D. Stewart, seconded by Trustee Pawlak to approve the necessary repairs at an estimate not to exceed \$4,000 by R & R Landscaping. The repairs will continue when weather permits prior to the start of the next season.

6 Yes

Motion Carried

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Water / Sewer Liaison: NONE
Streets, Lights & Alleys Liaison: NONE
Governmental Affairs Liaison: NONE
Police Department Liaison: NONE
Building / Zoning Enforcement: NONE

Maintenance Department: Public Works Director Spayer provided an update on ongoing projects in the Village:
Standing water on Johnson St. – No further action due to recent weather
Florence Drive – No further action due to recent weather
Grove St. Valve – Repaired

Spayer then spoke about the possible purchase of a new plow blade for the season. Estimate for the blade is \$5,500 and would eliminate the need for so many passes through one area because it is adjustable and has ‘wings’ on each side (\$800 each). It was motioned by Trustee K. Stewart, seconded by Trustee D. Stewart to approve the purchase.

6 Yes

Motion Carried

Engineer’s Report: Engineer Heitz provided an update on ongoing projects in the Village:

Mill St. Beautification – The project has been completed and the final pay estimate is \$24,477.75 payable to Universal Asphalt & Excavating. It was motioned by Trustee Schweickert, seconded by Trustee D. Stewart to approve the final payment to Universal Asphalt & Excavating in the amount of \$24,477.75

6 Yes

Motion Carried

Illinois River Bridge – IDOT has awarded the project to Dee Construction at an estimate of \$25.6 Million.

Attorney’s Report: NONE

Village President: Mayor Jereb thanked Sue Calkins and her group for their efforts in organizing the Christmas in the Village event this year. They did an amazing job!

Committee / Trustee Reports: NONE

Public Comment: Mr. Keith Arwood, Vice President of the Utica Business Association, asked about the raffle license letter for their 2017 50/50 drawing however it was noted that the item had already been approved in the ‘Consent Agenda’ earlier in the meeting.

Executive Session: NONE

Adjournment: It was motioned by Trustee K. Stewart, seconded by Trustee Pawlak to adjourn the meeting at 8:17 pm.

All in favor

Motion Carried

Respectfully submitted for Clerk Pro-Tem Jamie Turczyn,

Laurie A. Gbur
Village Clerk
Village of North Utica