

VILLAGE OF NORTH UTICA
801 South Clark St.
North Utica, IL 61373
Committee of the Whole Meeting
March 21, 2017

AGENDA

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

- IV. Appearance Request: Keith Arwood, Utica Business Association
 - 1.) Sip 'n' Snip Event being held on 4-22-17 from 11am – 5pm re: Temporary Road Closure of Mill St. from Church St. to Canal St.
 - 2.) Utica Craft Beer Tasting Event being held on 8-19-17 from 1pm – 7pm
 - a) Temporary Road Closure of Mill St. from Church St. to Canal St.
 - b) Temporary Event Liquor License to be issued to Utica Fire Department

- V. Appearance Request: Mike O'Malley; Illinois Valley Waste regarding renewal of the Trash and Recycle Contract

- VI. Village Clerk
 - 1.) Discussion & Possible Recommendation regarding:
 - a) Disposition of Local Village of North Utica Records as Presented and Approved by the Local Records Commission

- VII. Village Treasurer

- VIII. Finance Liaison

- IX. Donation & Advertising Requests:
 - 1.) Central Regional Senior Baseball Tournament – Donation Request
 - 2.) Special Olympics – Donation Request
 - 3.) Times Newspaper Progress Edition – Advertising Request

- X. Park & Recreation Liaison
 - 1.) Update – Repairs to the Basket Ball Courts at Carey Memorial Park
 - 2.) Consideration and Possible Recommendation re: Purchase of a Picnic Table for Magnuson Park not to exceed \$375

- XI. Water / Sewer Liaison
- XII. Streets, Lights & Alleys Liaison
- XIII. Governmental Affairs Liaison
- XIV. Police Department Liaison

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- XV. Building/Zoning Officer
- XVI. Maintenance Department
 - 1.) Update - Ongoing projects in the Village
 - 2.) Update – Florence Drive leaking pipe / pavement repairs
- XVII. Engineer’s Report
 - 1.) Update – Ongoing projects in the Village
 - 2.) Update - Draft of a Village Action Plan for potential flooding
 - 3.) Update - Projects eligible for the possible application for available IKE Grant Funds
- XVIII. Attorney’s Report
- XIX. President’s Report
 - 1.) Discussion and Possible Recommendation regarding Vendor Permit Requests
 - 2.) Discussion and Possible Recommendation regarding Tag Day Fundraiser Requests
 - 3.) Discussion and Possible Recommendation regarding Donation Requests
 - 4.) Discussion and Possible Recommendation regarding Comcast Franchise Agreement
- XX. Committee / Trustee Reports
- XXI. Public Comment
- XXII. Executive Session
 - 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees
 - 2.) Pending/Imminent Litigation
 - 3.) Purchase / Sale of Real Estate
- XXIII. Possible recommendations regarding Executive Session including:
 - 1.) The appointment, employment, compensation, discipline, performance or dismissal of specific employees
 - a) Consideration and Possible Recommendation to approve the 2017 Payroll Schedule
 - 2.) Purchase / Sale of Real Estate
- XXIV. Adjournment

Posted: 03-19-17

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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 John Schweickert, Dave Stewart, Ron Pawlak, Joe Bernardoni and John Pappas. Trustee Kevin Stewart was absent. Village Attorney Herb Klein and Village Engineer Kevin Heitz also attended the meeting.

It was then motioned by Trustee Bernardoni, seconded by Trustee Schweickert to appoint Village Treasurer Jamie Turczyn as Clerk Pro-Tem for the meeting in the absence of Village Clerk Laurie Gbur.

5 Yes

Motion Carried

Appearance Request: Keith Arwood, Utica Business Association;

Mr. Arwood spoke about upcoming events. The Sip 'n' Snip will be held from 11 am – 5 pm on 4-22-17.

The Business Association is requesting that Mill St. from Church St. to Canal St. be closed for the event.

There will also be a Craft Beer Tasting event held from 11 am – 9 pm on 8-19-17. Vendors will be

located on Mill St. There will be no alcohol sales outside. The Business Association also presented a

document with signatures of the business Owners in that area to indicate that they approve of the event and the Road Closure of Mill St. from Church St. to Canal St.

It was motioned by Trustee D. Stewart, seconded by Trustee Schweickert to recommend approval of the road closure of Mill St. for the Sip 'n' Snip from 11 am – 5 pm on 4-22-17.

5 Yes

Motion Carried

It was then motioned by Trustee Pappas, seconded by Trustee Schweickert to recommend approval of the Craft Beer Tasting event along with the road closure of Mill St. from 11 am – 9 pm on 8-19-17.

5 Yes

Motion Carried

Appearance Request: Mike O'Malley, Illinois Valley Waste Services;

Mr. O'Malley spoke to the Board about the upcoming expiration of the current Waste Removal Contract.

He presented 4 options for the Board's consideration. An annual electronics recycling event is included

in all the options, while options 2 and 4 also include an additional 95-gallon trash container per

household. The Contract would begin on May 1, 2017 and the overall rates are reduced with the first

year beginning at \$15.95 or \$16.95 per month per household for a 5 or 7-year Contract.

Village Clerk:

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to recommend approval of the

disposition of records as presented and approved by the Local Records Commission. The Documents

include records of financial statements, receivables and payables, utility billing and payments, cancelled

checks and bank statements from 2004 – 2009. These records are also available electronically in the

accounting software program.

5 Yes

Motion Carried

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Treasurer: Treasurer Jamie Turczyn spoke about doing another Military Banner Program in the Community this summer and fall. The Board agreed that this was very well received by the residents and they would like to move forward with designing the banner and getting estimates for consideration.

Finance Liaison: NONE

Donations & Advertising Requests:

It was motioned by Trustee Schweickert, seconded by Trustee Pappas to recommend approval of a ¼ page ad supporting Central States Regional Baseball Tournament in the amount of \$75.

5 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee D. Stewart to recommend approval of a donation to Special Olympics in the amount of \$150.

5 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Pappas to recommend approval of an Ad in the Times Newspaper Progress Edition in the amount of \$85.

5 Yes

Motion Carried

Park & Recreation Liaison: Trustee D. Stewart provided an update on the status of repairs to the Basket Ball Courts at Carey Memorial Park. The Village could partner with Utica Township to do the project. Trustee Stewart will work with Engineer Heitz to determine the costs of the repairs and provide for the Boards consideration at the next meeting.

It was also motioned by Trustee D. Stewart, seconded by Trustee Schweickert to recommend approval of a picnic table for Magnuson Park in an amount not to exceed \$375.

5 Yes

Motion Carried

Trustee Stewart also provided an update on the field repairs at Carey Memorial Park. The water line has been repaired. R & R Landscaping is working on the project however they had a shortage of materials. They will need two semi loads of clay and field dry. The goal is to have the field ready for the first game on May 1st, and it is unlikely that the field will be able to be utilized for practices prior to that date.

Water / Sewer Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Governmental Affairs Liaison: Trustee Pappas stated that All Web Promotion will now be managing the Utica Business Association Facebook Page.

Police Department Liaison: Absent

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Building / Zoning Enforcement Officer: Spayer received two inquiries about new home construction.

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

Florence Drive – Spayer met with the boring company today and is waiting for an estimate on the project. He is hopeful that the project could be completed without excavating the street. He will provide an estimate at the next meeting.

Engineer's Report: Engineer Kevin Heitz provided an update of ongoing projects in the Village. IL Rt. 178 River Bridge – The project has begun and is moving along now.

Flooding – Heitz presented a draft of an action plan to the Board for their review and input. It will be discussed further at the next meeting.

IKE Grant Eligible Projects - Clark Run Creek would have been a nice project to review and submit for possible funding however the IDNR has decided to utilize the funding themselves so the money is no longer available.

Church St. Water Main Project - The Village applied for CDAP funds however we were unsuccessful in receiving an award of funding toward the project.

Attorney's Report: NONE

President's Report: Mayor Jereb spoke about the following items:

Comcast Franchise Agreement – The agreement will be up in 2019 however Comcast would like to begin negotiations for possible renewal now. The FCC redefined the Agreement to include the internet services as well. The Village currently receives 5%. On behalf of the Village, Attorney Klein will begin the process.

Vendor Permit Issues – A memo was presented to the Board for review. The draft summarizes the current issues and suggestions for the amended Ordinance. The current moratorium will expire on May 1st therefore, the Village Board will need to take action to extend the moratorium pending further review or amend the Ordinance if the Board is ready. The Board will provide comments and input to Attorney Klein.

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Tag Day Fundraisers – Currently the Board will not be approving additional Tag Day requests for the intersection of Rt. 6 & Rt. 178. The Board would like to consider an Ordinance to limit and reduce the amount of Tag Day Fundraisers allowed at the intersection. The Village could also consider allowing the fundraising at a different location. The Board will provide comments and input to Attorney Klein who will draft an Ordinance for consideration.

Donations - Mayor Jereb stated that donations impact the Village. A spreadsheet will be created to track donations on a monthly basis.

Committee / Trustee Reports: NONE

Public Comment:

Mr. Keith Degrush stated that the ditch north of his home and property is filled again. He is using 2 dehumidifiers in his basement. Engineer Heitz will reach out to Mr. Kotecki, the property owner north of Mr. Degrush.

Mrs. Mary Pawlak asked if the Village has been working on the issues with the I & M Canal. She stated that Marseilles had received some funding.

She also spoke about the road not being opened back up after the parade. Chief Stachowiak stated that the road was approved to be closed.

Mr. Rick Maltas asked if the Village had thought about replacing the water main while the Rt. 178 Bridge is being constructed. He stated that he had been received questions about it. Engineer Heitz stated that there had been public meetings to share the project and that the water main had been included in the project.

Executive Session: It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to enter Executive Session at 8:15 pm, for the purpose of:

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

5 Yes

All in Favor

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to reconvene the meeting at 8:32 pm.

5 Yes

All in Favor

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With no additional business, it was motioned by Trustee Bernardoni, seconded by Trustee Schweickert to adjourn the meeting at 8:33 pm.

5 Yes

All in Favor

Respectfully submitted for Clerk Pro-Tem; Jamie Turczyn,

Laurie A. Gbur
Village Clerk
Village of North Utica