

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
January 11, 2018
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: LaSalle County Highway Dept.re: Update on proposed Dee Bennett Rd. Project

- V. Appearance Request: Mark / Radio Group re: Advertising of Village Events in 2018

- VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1.) Minutes: 12-13-17; 12-28-17
 - 2.) Consideration and Possible Action re: Purchase of a used Truck for the Maintenance Department not to exceed \$8,000
 - 3.) Consideration and Possible Action re: Purchase of outdoor lights \$8.95 / box (100 boxes)
 - 4.) Consideration and Possible Action re: Donation to Waltham Trivia Night being held 1-27-18 \$100

- VII. Village Clerk

- VIII. Village Treasurer

- IX. Finance Liaison

- X. Governmental Affairs Liaison:
 - 1.) General updates on UBA

- XI. Park & Recreation Liaison

- XII. Streets, Lights & Alleys Liaison

- XIII. Police Department Liaison

- XIV. Water / Sewer Liaison

- XV. Building / Zoning Enforcement Officer

- XVI. Maintenance Department/ Public Works Director
 - 1.) Update - Ongoing projects in the Village
 - 2.) Update – Sewer Lagoon Project schedule

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- XVII. Village Engineer
 - 1.) Update – Ongoing projects in the Village

- XVIII. Village President
 - 1.) Assignment of a Committee for the update of the Village Emergency Plan

- XIX. Attorney’s Report:
 - 1.) Consideration and Possible Action to approve an Ordinance for Responsible Bidders for projects up to a certain threshold
 - 2.) Consideration and Possible Action to approve an Ordinance adopting a Sexual Harassment Policy for the Village of North Utica
 - 3.) Consideration and Possible Action to Approve an Intergovernmental Agreement between the Village of North Utica and Utica Fire Protection District regarding the Maintenance of a Traffic Light Pre-emptive Device

- XX. Committees / Trustees
 - 1.) Trustee Reports

- XXI. Public Comment

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

- XXIII. 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

- XXIV. Adjournment

Posted 01-09-18

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MINUTES

At 7:04 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Village Clerk Laurie Gbur called the attendance. Present at the meeting were Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Joe Bernardoni and Ron Pawlak. Also present was Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Appearance Request: Mr. Vic Washelesky, LaSalle County Highway Department. A brief presentation was given outlining the Dee Bennett Road Project. He introduced Mr. Steve Pasisnski, Thomas Engineering, who provided an overview of the project. He spoke about the project background including flood history, traffic and safety and access from other points. He also spoke about the benefits of having connectivity and trails and the challenges of wetlands, turning lanes, parking along the corridor and other safety concerns. People that would like to follow the project can go to <https://lasallemountyhighway.org> to view the project as it progresses and leave comments. Steve Stout asked about the cost and the time line for the project. Mr. Pasisnski stated that they are still in the beginning phase; a project alternative has not been chosen yet based on additional information and data that is still being reviewed and considered. A cost and timeline can not be assessed until that alternative and final project is chosen and estimated. Attorney Klein asked if the project had received any Federal Funding yet. Mr. Pasisnski stated that this project will likely be funded by a combination of fund types. There will be many agencies involved as the project progresses through its many stages. Mayor Stewart thanked the gentlemen for coming to provide an open house for the public earlier in the day and for providing a power point presentation to the Board outlining the scope of the project.

Appearance Request: Mr. Mark Lippert, LaSalle County Broadcasting Group. Mr. Lippert provided a summary of marketing that would advertise all of the 2018 events held in the Village of North Utica. The overall annual cost would be \$7,755. The events would be continuously advertised on WLPO/WOLF/WAJK. Five ads Tuesday through Saturday on the three radio stations provides the Village with seventy-five ads per week. Advertising would begin prior to the Mardi Gras parade. Utica Business Association would share in the annual cost. The Board will further discuss the advertising and make a decision at the next meeting.

Consent Agenda: It was motioned by Trustee Schrader, seconded by Trustee Schweickert to approve the Consent Agenda as follows:

- 1.) Minutes: 12-13-17; 12-28-17
- 2.) Consideration and Possible Action re: Purchase of a used Truck for the Maintenance Department not to exceed \$8,000
- 3.) Consideration and Possible Action re: Purchase of outdoor lights \$8.95 / box (100 boxes)
- 4.) Consideration and Possible Action re: Donation to Waltham Trivia Night being held 1-27-18 \$100

6 Yes

Motion Carried

Village Clerk: NONE

Village Treasurer: NONE

Finance Liaison: NONE

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Governmental Affairs Liaison: Trustee Krizel stated that there will be 2,000 tickets available for the Winter Wine Walk; so far there are approx. 540 sold. The event will be held on 2-10-18 from 11 am – 5 pm.

Park & Recreation Liaison: NONE

Streets, Lights & Alleys Liaison: NONE

Police Department Liaison: Chief Damron reminded everyone that vehicles should be moved off of the street during snow events so that the plows can get through. The Clerk did a resident notification and reminded everyone, but will also post the notice at the post office. Mayor Stewart stated that the maintenance department has been doing a great job plowing. Everyone agreed.

Building / Zoning Enforcement: NONE

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

Stewart Spreading has stopped working any further on the lagoon project until the weather breaks again in the spring.

Spayer then asked about the necessity of the Responsible Bidders Ordinance that the Board has been considering.

Attorney Klein stated that the Ordinance that the Board is considering will have the following stipulations:

It will not apply to projects \$40,000 and under.

It will not apply to projects being done within the maintenance department ("in house").

It will not apply to landscaping projects.

It will not apply to specialized projects.

The Ordinance will only apply to outside contractors and the Board will have the ability (with a 2/3 majority Board vote) to decide not to bid out a project and not use the Ordinance.

Trustee Bernardoni asked if we need the Ordinance.

Trustee Schweickert stated that it can't hurt to have it in place.

Trustee Krizel stated that if we are already following what we need to be doing and bidding out projects as needed, then why do we need the Ordinance?

Trustee Bernardoni asked Spayer if he has concerns about the Ordinance. Spayer stated that he wonders if there is a benefit to having this Ordinance in place because we already bid out large projects. He also asked how many other municipalities have approved an Ordinance for Responsible Bidders. Attorney Klein stated that there are a few other municipalities that have approved an Ordinance, however, the Ordinance that the Village Board is considering has additional language as reflected above.

Trustee Schweickert stated that adopting the Ordinance is a safeguard for the future.

Trustee Krizel stated that she checked with several other municipalities and many did not adopt a Responsible Bidders Ordinance. "If we don't have an issue, why do we need it?"

Trustee Schrader stated that he also thinks this Ordinance is good to have in place. "It's a good thing to have in place for future Boards."

The discussion of this item was then tabled until later on in the meeting.

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

Casey's – They are making a lot of progress on the building and site.

Traffic Lights – Everyone is starting to get used to the traffic lights at the intersection of Rt. 6 & Rt. 178. IDOT will still be monitoring traffic patterns in the intersection but they seem to be working well so far.

IL River Bridge – The bridge project will resume in the spring.

Hitt St. / Johns St. – Heitz is working with Curt to review the information for a project to consider that would connect Hitt St. and Johns St.

Ridgeview Phase 4 – Permits have been approved and lots are now available. Tentatively in mid- summer 2018 the road can be put in.

President's Report: Mayor Stewart informed the Board that the Village will be updating the Emergency Action Plan. The current plan has been in place since 2006 and many things have changed since then. We are working with the Fire Department as well as LaSalle County EMA Director, Connie Brooks. The first meeting, held on 1-24-18 was attended by Mayor Stewart, Village Clerk Gbur, Engineer Heitz and Trustees Schweickert, Schrader and Bernardoni. Monthly meetings will take place and we hope to have the plan ready for review and possible approval within one year.

Mayor Stewart then spoke about the fire at Grand Bear Lodge in the water park on January 2nd. He thanked Utica Fire Department, as well as the many other departments that came to help. "It could have been a lot worse and everyone did an outstanding job." The Board agreed and thanked everyone as well.

Attorney's Report:

Responsible Bidders Ordinance – Additional discussion was held regarding the need to have a Responsible Bidders Ordinance, what language was included in the Ordinance and what projects were exempt from the Ordinance. Language was then added: The Village will not seek advertisement for bids if 2/3 of the Village Board agrees.

It was then motioned by Trustee Schweickert, seconded by Trustee Bernardoni to approve the Responsible Bidders Ordinance. ORD 2018-01

5 Yes

1 No (Krizel)

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Schrader to adopt a policy to prohibit Sexual Harassment.

6 Yes

Motion Carried

It was then motioned by Trustee M. Pawlak, seconded by Trustee Krizel to table the item regarding an Intergovernmental Agreement between the Village of North Utica and Utica Fire Protection District for the Traffic Light Pre-emptive Device.

6 Yes

Motion Carried

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Committee / Trustee Reports: NONE

Public Comment: Mr. Keith Arwood, representing Utica Business Association, stated that the UBA will discuss the radio advertising at their meeting on Wednesday 1-17-18.

With no additional business, the meeting was adjourned at 8:10 pm. Motioned by Trustee M. Pawlak, seconded by Trustee Krizel.

All in Favor
Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk