

**VILLAGE OF NORTH UTICA**  
801 S. Clark St., North Utica, IL 61373  
Regular Meeting of the Board of Trustees  
June 10, 2015  
[www.utica-il.gov](http://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. Consideration of Approval of Minutes: 05-07-15; 05-13-15
  
- V. Financial Statement
  - 1.) May 2015 Financial Stmts / Summary / Revenue Reports
- VI. Approval of Bills
  - 1.) May 2015 Prepaids
  - 2.) May 2015 A/P Bills
  
- VII. Appearance Request: Hopkins & Associates to present the Annual Audit Fiscal Yr. end 3-31-15
  - 1.) Consideration / Possible acceptance of Audit by Village Board
- VIII. Finance Liaison
  - 1.) Consideration and Possible Action to Approve the 2015 Appropriations Ordinance
- IX. Donations / Advertising Requests:
  - 1.) Consideration and Possible Action re: Jimmy D Golf Outing \$100
  - 2.) Consideration and Possible Action re: Illinois Extension Office regarding a Donation to 4H \$100
  
- X. Clerk's Report:
  - 1.) Consideration and Possible Action re: Contract with a Company to Update the Village of North Utica Comprehensive Plan
  - 2.) Consideration and Possible Action re: the placement of Kiosks and Bike Repair Stations in the Village and possible donation toward expenses of such
  - 3.) Consideration and Possible Action re: Amending the Ordinance for Tall Weeds and Grass
  
- XI. Park & Recreation Liaison
  
- XII. Water / Sewer Liaison
  - 1.) Consideration and Possible Action re: reimbursement of Installation of Sewer Check Valve \$3,397
- XIII. Streets, Lights & Alleys Liaison –
  - 1.) Discussion re: possible MFT and Road Projects in the Village
  - 2.) Discussion re: possible sidewalk projects in the Village
  
- XIV. Governmental Affairs Liaison
- XV. Police Department Liaison
- XVI. Building / Zoning Enforcement

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XVII. Maintenance Department

- 1.) Update of ongoing projects in the Village
- 2.) Update – Johnson St. Water Main Project
- 3.) Consideration and Possible Action re: estimates for the purchase of a Tiller

XVIII. Engineer's Report

- 1.) Update- Illinois River Bridge / Sewer Discharge Pipe / Village participation
- 2.) Update - Status: Streetscape completion with Contractor-- including open items of electrical, stone signage and concrete issues and close out of the Project
- 3.) Update - Status of Property Flood Assessments; Certified letters to property owners
- 4.) Update – Discussion re: Mill St. Design Project / meetings with Businesses / schedule
- 5.) Update -- Ameren Gas Line Project in the Village

XIX. Attorney's Report

- 1.) Consideration and Possible Action re: Amending the Liquor Ordinance to include additional Class A License to be Issued to Starved Rock Marketplace
- 2.) Consideration of Approval of an Ordinance for the Prevailing Wage Schedule

XX. Village President's Report

- 1.) Consideration and Possible Action re: Oath of Office for Appointed Positions:
  - a) Zoning Enforcement Officer
  - b) Treasurer
  - c) Chief of Police

XXI. Public Comment

XXII. Committee / Trustee Reports

XXIII. Executive Session

- 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
- 2.) Pending Litigation
- 3.) Purchase/Sale/Lease of Real Property
- 4.) Security procedures and the use of personnel and equipment to respond to an actual threatened, or a reasonably potential danger to the safety of employees, students, staff or public property.

XXIV. Possible Action regarding Executive Session items including employment, compensation, salaries for specific employees; Purchase/ Sale / Lease of Property

XXV. Adjournment

Posted 06-05-15

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**MINUTES**

At 7:04 pm the meeting was called to Order by Village President Matt Jereb who then led the Pledge of Allegiance. Also present at the meeting were Village Clerk Laurie Gbur and Trustees John Schweickert, Dave Stewart, Ron Pawlak, Joe Bernardoni, John Pappas and Kevin Stewart. Also present were Village Attorney Herb Klein and Engineer Kevin Heitz.

**Approval of Minutes:** It was motioned by Trustee Schweickert, seconded by Trustee David Stewart to approve the Minutes from the 5-7-15 and 5-13-15 meetings.

6 Yes

Motion Carried

**Financial Statement:** It was motioned by Trustee Schweickert, seconded by Trustee Kevin Stewart to approve the May 2015 Financial Statement and Summary.

6 Yes

Motion Carried

**Approval of Bills:** It was motioned by Trustee Kevin Stewart, seconded by Trustee Bernardoni to approve the May 2015 Prepaid bills.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the May 2015 Payables.

6 Yes

Motion Carried

**Appearance Request:** Kim Bird, Hopkins & Associates, presented an overview of the Annual audit. There were increased revenues from FEMA payments from the April 2013 Flood Event and an increase in sales tax and gaming tax revenue. There were no expenses from any large disaster Events in 2014 and there were no large equipment purchases therefore expenses remained about the same. Expenses in Water / Sewer Fund were largely due to Well repairs. With no additional questions from the Board, it was motioned by Trustee Pawlak, seconded by Trustee Kevin Stewart to accept the Annual Audit FY ending 3-31-15.

6 Yes

Motion Carried

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**MINUTES**

**Finance Liaison:** It was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve the 2015 Appropriations. Ord 2015-10

6 Yes  
Motion Carried

**Donations & Advertising Requests:** It was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to approve a donation in the amount of \$100 to 4-H Organization.

6 Yes  
Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Kevin Stewart to approve a donation in the amount of \$100 to Jimmy D Golf.

6 Yes  
Motion Carried

**Clerk's Report:** Discussion was held about the updating of the Village Comprehensive Plan and the presentations that were made to the Planning Commission and Board by Teska & Associates and Lakota Group. It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve Teska & Associates, authorizing the Mayor to execute a mutually acceptable contract with the Village.

Ord 2015-11

6 Yes  
Motion Carried

It was then tabled by Trustee Pappas, seconded by Trustee Pawlak to table the item regarding the Utica Business Association request to place 3 kiosks throughout the community pending further information.

6 Yes  
Motion Carried

Discussion was then held about the Village's Grass and Tall Weeds Ordinance. It was decided to add language requiring that any property cited by the Village would need to bag the clippings once mowed and that it would not be blown into the roadways and city sewer drains. It was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to amend the Ordinance to reflect the new language.

Ord 2015-12

6 Yes  
Motion Carried

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**MINUTES**

**Park & Recreation Liaison:** Trustee Dave Stewart stated that the dedication of the new score board would be held at 11 am on June 20, 2015. Representatives from Northern White Sand and Officials from the Village attended the dedication at Carey Memorial Park.

**Water / Sewer Liaison:** Discussion was held about the reimbursement of the installation of a check valve on property located at 206 Case St. She has provided a new estimate in the amount of \$3,367. Trustee Pawlak will reach out to her to inform that the Village would like the property owner to obtain additional estimates for the Board to review.

**Streets, Lights & Alleys Liaison:** Trustee Bernardoni asked for an update of the Johnson St. project, to which Engineer Heitz spoke about further. Heitz stated that the Village is working directly with the contractor and they hope to have the project completed by July 10<sup>th</sup>.

**Governmental Affairs Liaison:** Trustee Pappas stated that Kelly Waters, Skoog's Pub, would like to hold an event in July. He will ask her to provide additional information for the June committee meeting.

**Building and Zoning Enforcement:** NONE

**Maintenance Department:** Public Works Director Spayer provided an update of ongoing projects. It was motioned by Trustee Pawlak, seconded by Trustee Pappas to approve the purchase of a tiller in the amount of \$1849.99.

6 Yes

Motion Carried

Spayer then stated that he would like the Board's consideration of the possible purchase of a landscape rake. It will be further discussed at the committee meeting. He also stated that the Well 2 project would begin within two weeks for the replacement of the interior walls.

**Police Department Liaison:** Trustee Kevin Stewart stated that the Police Department had the new Security System installed.

He then stated that Officer Strand had been notified of some complaints about properties with tall grass and weeds that were in violation of the Village Ordinance. He already responded and notified the property owners. The Ordinance has been enforced and the properties are being taken care of.

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**MINUTES**

**Engineer's Report:** Engineer Kevin Heitz provided an update of ongoing projects.

**Streetscape** – Heitz has contacted Copenhaver to discuss the outstanding items. He has stated that he ordered the parts for the electrical work but they came in wrong. He re-ordered them and will contact us as soon as they are in. He hopes to begin those repairs, as well as other open items, within a couple of weeks. The Clerk stated that there is a dead tree in the landscape along the west side of Rt. 178. Heitz stated that he believes the dead tree is the responsibility of Copenhaver.

**Ameren** – Eng. Heitz stated that they will begin soon. They understand that the priority to the Village is to protect the water main. The line will be in the Right of Way in several areas. They stated that they will paint and stake areas while boring.

**MFT Road Projects**-The Village could consider doing a road project such as Hallett Road. Heitz will provide information at the next meeting regarding costs.

**Mill St. Design** – Mayor Jereb stated that he would like to see us go out for bids in early fall. The businesses also need to meet with the Village so that they are aware of the design, etc.

**Attorney's Report:** It was motioned by Trustee Bernardoni, seconded by Trustee Kevin Stewart to approve an amendment to the Liquor Ordinance to add an additional Class A License.

6 Yes

Motion Carried

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve the 2015 Prevailing Wage Ordinance. Ord 2015-14

6 Yes

Motion Carried

**President's Report:** It was motioned by Trustee Bernardoni, seconded by Trustee Pappas to approve the appointment of Curt Spayer as Village Zoning Enforcement Officer.

6 Yes

Motion Carried

It was then motioned by Trustee Dave Stewart, seconded by Trustee Pawlak to approve the appointment of Jamie Turczyn as Village Treasurer.

6 Yes

Motion Carried

It was then motioned by Trustee Pawlak, seconded by Trustee Dave Stewart to Table the item regarding appointment of the Chief of Police.

6 Yes

Motion Carried

**MINUTES**

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**Public Comment:** Shawn Svasda stated that at the end of the Little League season roofs will be constructed on the dugouts.

**Committee / Trustee Reports:**

Trustee Stewart asked about the status of Nordie's building which was badly damaged in the May 10, 2015 Fire.

Mayor Jereb stated that Ms. Nordie is speaking to her Insurance and Attorney and will contact us when she has a plan for what will happen with the building.

**Executive Session:** At 8:34 pm, it was motioned by Trustee Schweickert, seconded by Trustee Dave Stewart to enter into Executive Session for the purpose of:

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

All in Favor  
Motion Carried

At 9:30 pm, it was motioned by Trustee Bernardoni, seconded by Trustee Pawlak to reconvene the meeting.

All in Favor  
Motion Carried

With no additional business, it was motioned by Trustee Kevin Stewart, seconded by Trustee Pawlak to adjourn the meeting at 9:30 pm.

All in Favor  
Motion Carried

**Respectfully submitted,**

Laurie A. Gbur  
Village Clerk