

**VILLAGE OF NORTH UTICA**  
801 S. Clark St., North Utica, IL 61373  
Regular Meeting of the Board of Trustees  
March 8, 2018  
[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. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
  - 1.) Minutes: 02-08-18; 02-22-18; 02-20-18 Special Meeting
  - 2.) FEB 2018 Financial Stmts. / Summary / Revenue Reports
  - 3.) FEB 2018 Prepaids
  - 4.) FEB 2018 A/P Bills
  - 5.) Motion to approve absorbing all Gaming Tax Revenue be absorbed into the General Fund for General Fund Use.
  - 6.) Payment to Stewart Spreading, Inc. in the amount of \$203,040 for services provided for removal of sewage from Sewer Lagoon Cell 1
  - 7.) Updating the Policy Manual - Police Department with Lexipol Company in the amount of \$ 1,622 annually
  - 8.) Purchase of a new scanner / printer- Police Department at a cost of \$2,195 plus \$99 per quarter up to 60 months
  
- V. Village Clerk
- VI. Village Treasurer
  
- VII. Finance Liaison: Consideration and Possible Action to accept the MFT Audit for the period beginning 1-1-16 through 12-31-17
  
- VIII. Donations / Advertising Requests
  
- IX. Governmental Affairs Liaison:
  - 1.) General updates on UBA
  
- X. Park & Recreation Liaison
  
- XI. Streets, Lights & Alleys Liaison
  
- XII. Police Department Liaison
  
- XIII. Water / Sewer Liaison
  
- XIV. Building / Zoning Enforcement Officer
- XV. Maintenance Department/ Public Works Director
  - 1.) Update - Ongoing projects in the Village
  - 2.) Consideration and Possible Action re: Purchase of a New / Used Pump for the Sewer Lagoon

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XVI. Village Engineer

- 1.) Update – Ongoing projects in the Village
- 2.) Update – Estimates for the John St. / Hitt St. Project

XVII. Attorney's Report:

- 1.) 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
- 2.) Consideration and Possible Recommendation regarding Amending the Liquor Ordinance re: Defining a Class G License
- 3.) Consideration and Possible Action regarding an amendment of the Zoning Ordinance to further define the term 'bars and taverns' as contained therein.
- 4.) Discussion and Possible Action re: Amendment(s) to the Abandoned / Unoccupied Property Ordinance
- 5.) Consideration of Approval of Intergovernmental Agreement with Waltham School regarding Utica TIF 1 Extension
- 6.) Consideration of an Ordinance Designating Land as Village Park - addition to Magnuson Park.

XVIII. Village President

- 1.) Consideration and Possible Action regarding the Purchase and installation of Street Lighting on Mill St. in an amount not to exceed \$18,635
- 2.) Consideration and Possible Action re: Proclaiming April 2018 as Fair Housing Month

XIX. Committees / Trustees

- 1.) Trustee Reports

XX. Public Comment

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
  - a) Consideration and Possible Action to amend the 2018 Payroll Schedule
  - b) Consideration and Possible Action to amend the Village Policy Manual
- 2.) Pending Litigation
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XXIII. Adjournment

Posted 03-06-18

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MINUTES

At 7:03 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Present at the meeting were village Clerk Laurie Gbur and Trustees Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Joe Bernardoni and Ron Pawlak. Also present at the meeting were Village Attorney Herb Klein and Village Engineer Kevin Heitz.

Consent Agenda: It was motioned by Trustee Krizel, seconded by Trustee M. Pawlak to approve the Consent Agenda as follows:

- 1.) Minutes: 02-08-18; 02-22-18; 02-20-18 Special Meeting
- 2.) FEB 2018 Financial Stmts. / Summary / Revenue Reports
- 3.) FEB 2018 Prepaids
- 4.) FEB 2018 A/P Bills
- 5.) Motion to approve absorbing all Gaming Tax Revenue be absorbed into the General Fund for General Fund Use.
- 6.) Payment to Stewart Spreading, Inc. in the amount of \$203,040 for services provided for removal of sewage from Sewer Lagoon Cell 1
- 7.) Updating the Policy Manual - Police Department with Lexipol Company in the amount of \$ 1,622 annually
- 8.) Purchase of a new scanner / printer- Police Department at a cost of \$2,195 plus \$99 per quarter up to 60 months

6 Yes

Motion Carried

Village Clerk: NONE

Village Treasurer: NONE

Finance Liaison: Village Clerk Gbur presented the findings of the Motor Fuel Tax Audit for the period of 1-1-16 through 12-31-17. It was motioned by Trustee Schweickert, seconded by Trustee Krizel to accept the MFT Audit as presented.

6 Yes

Motion Carried

Donations / Advertising Requests: NONE

Governmental Affairs Liaison: Trustee Krizel provided a brief update regarding the Utica Business Association and recent events held in the Village. Mardi Gras had a poor turnout due to the recent weather, however the Winter Wine Walk was very successful and showed a \$16,000 profit after 1,777 tickets had been sold. She then reminded everyone that the Sip-n-Snip Event will be held on 4-21-18. Trustee Krizel also stated that the LaSalle County Historical Society would be open on one Friday every month from 5 pm – 9 pm to hold a Canal Market and that the Museum Campus will be open every Saturday from 12 pm – 4 pm. They are also considering holding a farmers market on Saturdays.

Park & Recreation Liaison: NONE

Street, Lights & Alleys Liaison: NONE

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Police Department Liaison: Chief Damron stated that the used Dodge Ram pickup trucks are in for both the Police Department and Maintenance Department. He also stated that he has been working with the National Child Safety Council to provide safety materials to parents and \$1,466 in donations have been received thus far.

Water / Sewer Liaison: NONE

Building / Zoning Enforcement: NONE

Maintenance Department: Public Works Director Curt Spayer provided an update of the ongoing projects in the Village. 2018-2019 Salt Contract – It was motioned by Trustee Bernardoni, seconded by Trustee Schrader to approve the purchase of 400 ton of salt for the 2018-2018 winter season.

6 Yes

Motion Carried

Sewer Pump- Spayer stated that the current sewer pump had failed. He has been seeking estimates to replace the pump. Spayer stated that he located a used pump that was 3 years old with approx. 7,500 hours of running time at a cost of \$27,000. After some discussion it was motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to purchase the used pump at a cost not to exceed \$28,000.

6 Yes

Motion Carried

Trustee Bernardoni then asked Spayer when he thought that he would be able to finish the Florence Dr. drainage project. Spayer stated that he would like to schedule it for the end of April or beginning of May depending on the weather.

Riverside Plaza (formerly the Willows Hotel) will begin utilizing the lower units for small commercial businesses. The property developer is going to place a larger sign on the north side of the property and it will display separate small hanging plaques for the signage for each of the individual businesses.

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

Casey's General Store – Heitz stated that they would still like to open at the end of March or early in April and the construction is going well for them. They have gotten a lot done in a short time.

John St. / Hitt St. – Heitz is reviewing data and should have an estimate and a layout of the project ready for the next meeting.

Attorney's Report:

It was motioned by Trustee Schweickert, seconded by Trustee Schrader to Table item #1 regarding an Intergovernmental Agreement between the Village and Utica Fire Protection District pending further review by their Attorney.

6 Yes

Motion Carried

It was then motioned by Trustee M. Pawlak, seconded by Trustee Krizel to Table items #2 & #3 regarding amendments to the Liquor Ordinance and Zoning Ordinance pending further review and discussion.

6 Yes

Motion Carried

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It was motioned by Trustee Krizel, seconded by Trustee M. Pawlak to approve amending the Abandoned / Unoccupied Property Ordinance as follows: Any property owner that is currently working to renovate a property will be exempt from the monthly fee; however, the property must still be registered with the Village and the registration fee still applies. The Zoning Officer shall contact the property owner to review the status of the property every 90 days, and the property owner is allowed 1 year to complete all renovations. ORD 2018-08

6 Yes

Motion Carried

It was then motioned by Trustee Schrader, seconded by Trustee M. Pawlak to Table item #5 regarding an Intergovernmental Agreement between the Village and Waltham School regarding Utica TIF 1 Extension.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an Ordinance designating property as a Public Park; Magnuson Park in Senica Manor. ORD 2018-09

6 Yes

Motion Carried

President's Report: Mayor Stewart spoke about the Mill St. Canopy Lighting Project. The purchase of the lighting along with the installation would be \$18,635 and the project would be completed in May. The Village will be receiving a donation from a private donor in the amount of \$2,500 toward the project as well as a donation from the UBA in the amount of \$6,000. It was motioned by Trustee Schweickert, seconded by Trustee Bernardoni to approve the Mill St. Lighting Project in an amount not to exceed \$18,635. It was noted that Agreements would be made with each of the property owners to enable the company to install brackets on the buildings to attach the lights.

6 Yes

Motion Carried

Mayor Stewart then presented a Proclamation for Fair Housing Month being held in April 2018. It was motioned by Trustee M. Pawlak, seconded by Trustee Schrader to approve the Proclamation.

6 Yes

Motion Carried

Committee / Trustee Reports:

Trustee M. Pawlak stated that she had been asked why the St. Pat's Parade is being held on March 10<sup>th</sup> instead of March 17<sup>th</sup> which is St. Patrick's Day. Trustee R. Pawlak stated that this also creates an issue with scheduling beer trucks and their parking in the back alley behind some of the businesses. 'It gets pretty crowded back there and the trucks are there a week or two early'. It was noted that the event is being organized by the Utica Business Association so they would be the group to speak to about the schedule for the parades, however, those dates also get approved by the Village. Discussion was held about looking at the dates for the next year to see where they fall on the calendar as well as limiting when beer trucks can be brought in ahead of an event.

Public Comment: Engineer Heitz mentioned that Ridgeview Estates Phase 4 is moving forward and will be having water and storm sewer installed very soon.

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At 7:50 pm, it was then motioned by Trustee Krizel, seconded by Trustee M. Pawlak 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 8:11 pm, it was motioned by Trustee M. Pawlak, seconded by Trustee Krizel to reconvene the meeting.

All in Favor

Motion Carried

It was then motioned by Trustee M. Pawlak, seconded by Trustee Schrader to approve the 2018 Payroll Schedule as presented.

6 Yes

Motion Carried

With no additional business, at 8:13 pm, it was motioned by Trustee Schweickert, seconded by Trustee M. Pawlak to adjourn the meeting.

All in Favor

Motion Carried.

Respectfully submitted,

Laurie A. Gbur  
Village Clerk