

VILLAGE OF NORTH UTICA
801 S. Clark St., North Utica, IL 61373
Regular Meeting of the Board of Trustees
September 09, 2021
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 and Possible Action for the Approval of a Consent Agenda including the following items
 - 1.) Minutes: 08-11-2021; 08-26-2021
 - 2.) August 2021 Financial Stmts / Summary / Revenue Reports
 - 3.) August 2021 Prepaids
 - 4.) August 2021 A/P Bills
- V. Village Clerk:
 - 1.) Consideration and Possible Action re: Disposal of Records based on the Certificate of Approval received from the State Local Records Commission that the records listed therein are authorized to be properly disposed of by the Village Clerk
 - 2.) Consideration and Possible Action to Cancel meetings previously scheduled to be held on Thursday, 9-23-2021
- VI. Director of Village Affairs:
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
 - 3.) Consideration and Possible Action for the Purchase of Additional Seasonal Holiday Decorations
- VII. Village Treasurer:
 - 1.) Consideration and Possible Action re: Annual Treasurer's Report for Fiscal Yr. ending 3-31-2021
- VIII. Police Department – Chief Damron
- IX. Building / Zoning Enforcement Officer
- X. Maintenance Department / Public Works Director
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – 2021 Project List
 - 3.) Update – regarding the Florence Dr. Project
- XI. Village Engineer
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – regarding the 2021 MFT Road Project – Village Street Assessment
 - a) Consideration and Possible Action re: 2021 MFT Road Project in the Village of North Utica
 - a. Resolution for MFT Funds for the 2021 MFT Road Project
 - b. Resolution for the Commitment of additional Funds toward the project
 - c. Approval of Engineering base fee cost for the project
 - 3.) Update – regarding the Johnson St. Drainage Project
 - 4.) Update – regarding Storm Water Drainage along E. 752nd Rd in Senica Manor Subdivision
 - 5.) Update – Drainage along Hitt St.(near Doerr Property)
 - 6.) Update --New Village Hall Administrative Building
 - 7.) Update – IDOT Rt. 6 & Rt. 178 Intersection project regarding Utility Relocation

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XII. Village Attorney:

- 1.) Consideration and Possible Action to Approve Ordinance Authorizing the Village President to enter into an Agreement between the Village of North Utica and the Heritage Corridor Visitors Center for the lease of two offices in the new Village Hall Administrative Building located at 248 W. Canal St., Utica, IL

XIII. Village President

XIV. Committee / Trustee Reports:

- 1.) Updates from Committees:
 - a) Village of North Utica Governmental Affairs Committee
 - b) Village of North Utica Fire & School Liaison Committee
 - c) Village of North Utica Zoning Ordinance Review Committee
- 2.) Trustee Reports

XV. Public Comment

XVI. Executive Session

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

XVII. 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

XVIII. Adjournment

Posted 09-07-2021

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MINUTES

At 7:00 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Present at the Meeting were Trustees John Schweickert, Nate Holland, Ron Pawlak, Debbie Krizel, Mary Pawlak and Jim Schrader. Also present at the meeting was Village Attorney Herb Klein, Director of Village Affairs Jamie Turczyn, Village Treasurer Jill Margis, Public Works Director Curt Spayer and Police Chief Rodney Damron.

Mayor Stewart asked the group to observe a Moment of Silence for Louise Harmon and Dave Carey who had recently passed away.

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

- 1.) Minutes: 08-11-2021; 08-26-2021
- 2.) August 2021 Financial Stmts / Summary / Revenue Reports
- 3.) August 2021 Prepaids
- 4.) August 2021 A/P Bills

6 Yes

Motion Carried

Village Clerk: It was motioned by Trustee R. Pawlak, seconded by Trustee M. Pawlak to approve the Disposal of Village Records based on the Certificate of Disposal received from the State Local Records Commission.

6 Yes

Motion Carried

It was then motioned by Trustee Holland, seconded by Trustee Schweickert to cancel meetings previously scheduled to be held on Thursday, 9-23-2021.

6 Yes

Motion Carried

Director of Village Affairs: Director Jamie Turczyn provided an update on the upcoming events being held in the Village.

It was then motioned by Trustee Schweickert, seconded by Trustee R. Pawlak to approve the purchase of additional Holiday Décor in an amount not to exceed \$4,000.

6 Yes

Motion Carried

Village Treasurer: A brief discussion was held regarding the Annual Treasurer's Report for the Fiscal Yr. ending 3-31-2021. It was then motioned by Trustee M. Pawlak, seconded by Trustee R. Pawlak to approve the Annual Treasurer's Report for Fiscal Yr. ending 3-31-2021 as presented.

6 Yes

Motion Carried

Police Department: Chief Damron provided a brief update on the Department. He stated that the Department has been keeping busy and getting ready for the upcoming Vintage Illinois Wine Festival. He also informed the Board that two new electronic signs were purchased that would help to slow vehicles that are moving too fast on Village streets. One sign will be installed near the new park in Ridgeview Subdivision and the other sign will be installed on 2853rd Rd.

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Building / Zoning Enforcement Officer: NONE

Maintenance Department: Public Works Director Curt Spayer provided a brief update on the ongoing projects in the Village.

Florence Dr. Project – The project is approx. 25% completed; it should be finished in the next two to 3 weeks.

Village Engineer: Absent from the meeting, however he provided an update on the ongoing projects in the Village via email to Mayor Stewart.

1. Private party work continues on the Michelini's new Farmers Market.
2. The previously approved ditch and driveway that needed to be repaired in Senica Manor is continuing.
3. There will be work beginning on the ditch on the west side of Rt. 178 between Terry Spray's property and Joe Plankenhorn's property.
4. 2021 MFT Road Project and Street Assessment – The street improvement list previously discussed continues to be refined and estimates are being developed and updated.
 - a. Resolution for MFT Funds for the project: It was then motioned by Trustee Krizel, seconded by Trustee Schweickert to approve Resolution R2021-03 allocating \$320,000 in MFT Funds for the 2021 MFT Road Project.
6 Yes
Motion Carried
 - b. Commitment of other funds for the project: It was then motioned by Trustee R. Pawlak, seconded by Trustee Schweickert to approve Resolution R2021-04 for the commitment of other funds for the 2021 MFT Road Project
6 Yes
Motion Carried
 - c. Approval of the Engineering base fee cost for the Project: The Engineering for the project will be performed on a time and materials basis for the Village. These funds will not come from Motor Fuel Tax; other funds will be utilized for this portion of the project. It was motioned by Trustee Holland, seconded by Trustee Schweickert to approve the Engineering base fee cost for the 2021 MFT Road Project.
6 Yes
Motion Carried
5. Johnson St. Drainage – No Update
6. Storm Water Drainage in Senica Manor – No Update
7. Hitt St. Drainage – No Update.
 - These Drainage Projects will be reviewed once the Road Project has been completed.

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MINUTES

8. New Village Hall Administrative Building – Painting has been completed except for a short ‘punch list’ that needs to be finished.
9. Utility relocations at Rt. 6 & Rt. 178 – The old fuel tanks that were found have been removed and utility relocation of Ameren utilities and Village utilities can resume.

Village Attorney: It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an Ordinance authorizing the Village President to execute a five-year Lease Agreement between the Village of North Utica and Heritage Corridor, for the use of two offices in the New Village Hall Administrative Building located at 248 W. Canal St., Utica. ORD 2021-30

6 Yes

Motion Carried

Village President: None

Committee / Trustee Reports:

1. Governmental Affairs Committee: NONE
2. Fire Department & School Committee: NONE
3. Zoning Review Committee: NONE

Public Comment: NONE

Executive Session: NONE

Adjournment: It was motioned by Trustee Schrader, seconded by Trustee Schweickert to adjourn the meeting at 7:31 pm.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk