

VILLAGE OF NORTH UTICA
248 W. Canal St., North Utica, IL 61373

Meeting of the Board of Trustees

December 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. Appointment of Village of North Utica Board Trustee
 - 1.) Oath of Office
- V. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1.) Minutes: 11-10-2021; 11-29-2021
 - 2.) November 2021 Financial Stmt's / Summary / Revenue Reports
 - 3.) November 2021 Prepaids
 - 4.) November 2021 A/P Bills
 - a) Including Engineer's Pay Estimate #1 to Advanced Asphalt Company in the amount of \$ 195,834.02 toward expenses for the 2021 Non-MFT Road Project
- VI. Village Clerk:
 - 1.) Consideration and Possible Action to cancel the December 16, 2021 Meeting.
- VII. Director of Village Affairs:
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
- VIII. Village Treasurer
- IX. Police Department – Chief Damron
- X. Building / Zoning Enforcement Officer
- XI. Maintenance Department / Public Works Director
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – 2021 Project List
- XII. Village Engineer
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – DCEO Grant Application: Rebuild Downtown & Main Street Program Grant

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XIII. Village Attorney:

- 1.) Consideration and Possible Action on an Ordinance to Authorize the Village President and Village Engineer to Finalize and Accept Ridgeview Estates Subdivision in the Village of North Utica

XIV. Village President:

- 1.) Discussion regarding the Seasonal Outdoor Dining Program on Mill St. in the Village of North Utica
 - a) Consideration and Possible Action to Amend the Outdoor Dining Ordinance regarding a Seasonal Schedule

XV. 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

XVI. Public Comment

XVII. Executive Session

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

XVIII. 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

XIX. Adjournment

Posted 12-07-2021

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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. Village Clerk Laurie Gbur recorded the meeting attendance. Present at the meeting were Trustees Nate Holland, Mary Pawlak, Debbie Krizel and Jim Schrader. Also present were Village Attorney Herb Klein, Village Engineer Kevin Heitz, Director of Village Affairs Jamie Turczyn, Village Treasurer Jill Margis, Police Chief Rodney Damron and Public Works Director / Zoning Enforcement Officer Curt Spayer. Trustee John Schweickert was absent from the meeting.

Mayor Stewart welcomed everyone to the new Village Hall Administrative Building. He stated, “the building looks really nice and everyone is excited to move the Village Administrative Office to the new location”. He then thanked several people and businesses for their efforts on the completion of the building renovations including Cetwinski Construction Co., Streater Decorators, Ficek Electric, Johns Sales & Service, Director of Village Affairs Jamie Turczyn, Village Engineer. Mayor Stewart also thanked Waltham School Board and Utica Public Library. The gymnasium is already being utilized as a recreation center and it is available to residents of the community and travel basketball teams. The Village is also sponsoring a new community youth basketball program beginning in January 2022. Also, two of the offices located at the north end of the building have been leased and they will be utilized by the Heritage Corridor Visitors Center. Mayor Stewart then reminded everyone that following the meeting, tours of the building would be available.

Appointment of Village of North Utica Board Trustee: Mayor Stewart spoke about the appointment of a new Village Board Trustee to fill the role for the remaining term of former Trustee Ron Pawlak who recently passed away. It was motioned by Trustee Krizel, seconded by Trustee Holland to approve the Appointment of Kylie Mattioda to the Office of Village Board Trustee.

4 Yes
1 Absent (Schweickert)
Motioned Carried

Village Clerk Gbur then administered the Oath of Office to Trustee Mattioda.

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

- 1.) Minutes: 11-10-2021; 11-29-2021
- 2.) November 2021 Financial Stmt's / Summary / Revenue Reports
- 3.) November 2021 Prepaids
- 4.) November 2021 A/P Bills
 - a) Including Engineer's Pay Estimate #1 to Advanced Asphalt Company in the amount of \$ 195,834.02 toward expenses for the 2021 Non-MFT Road Project

5 Yes
1 Absent (Schweickert)
Motion Carried

Village Clerk: It was motioned by Trustee Krizel, seconded by Trustee Schrader to Cancel the December 16, 2021 Committee and Planning Commission meetings.

5 Yes
1 Absent (Schweickert)
Motion Carried

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Director of Village Affairs: Director Turczyn provided a brief update on events held in the Village. The annual UFPD Santa Parade will be held on Saturday, December 18, 2021. The annual Winter Wine Walk will be held on February 12, 2022. The Christmas in the Village was a nice event this year and the turnout was good.

Village Treasurer: NONE

Police Department: Chief Damron Stated that it was a busy fall season for the department; there will be a little break in events after the Santa Parade.

Building / Zoning Enforcement Officer: Thee

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

Spayer stated that the trucks are ready to go for the plow season although the new salt spreader has not come in yet.

The department has also been working on the completion of the 2021 Project List.

Village Engineer: Village Engineer Kevin Heitz provided an update on the ongoing projects in the Village Rt. 6 & Rt. 178 Intersection Utility Relocation – D. Construction is working to complete the utility relocation.

DCEO Grant Application: Rebuild Downtown & Main Street Program Grant – Engineer Heitz, Mayor Stewart and Clerk Gbur provided a brief update on the Grant Application. There seems to be a lot of interest in the project. We have received approx. 50 letters of support from residents, businesses and organizations as well as a couple of letters from small business owners that are interested in leasing a space. Engineer Heitz is finalizing the engineering design and NCICG is putting the application together. The application is due in January and the recipients of the Grant Award will be chosen in April 2022.

Village Attorney: Attorney Klein spoke about Ridgeview Subdivision. This was a subdivision that began development back in the 90's and now, in 2021, there are several houses and a beautiful municipal park and the subdivision is almost complete. It was then motioned by Trustee Holland, seconded by Trustee Krizel to accept improvements made in Ridgeview Estates Subdivision in the Village of North Utica, subject to the Village Engineer's final review. ORD 2021-40

5 Yes

1 Absent (Schweickert)

Motion Carried

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Village President: Mayor Stewart stated that he had received some inquiries regarding Outdoor Dining on Mill St. There are some businesses that are considering making an additional investment in their outdoor dining areas but they would like the Village Board to consider extending the number of years approved outdoor dining on Mill St. that was included in the current Ordinance. After some discussion, it was motioned by Trustee Schrader, seconded by Trustee Holland to amend the Outdoor Dining Ordinance extending the number of years through 2025.

ORD 2021-41

5 Yes

1 Absent (Schweickert)

Motion Carried

Committee / Trustee Reports:

Trustee Pawlak stated that everyone did a great job on the new building.

Public Comment: NONE

Executive Session: At 7:28 pm it was motioned by Trustee Schrader, seconded by Trustee Krizel 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

Reconvene: At 7:50 pm it was motioned by Trustee Holland, seconded by Trustee Mattioda to reconvene the meeting.

All in Favor

Motion Carried

Presentation: Mayor Stewart presented Trustee Mary Pawlak and her family, a plaque in recognition of former Trustee Ron Pawlak's dedication and years of service to the Village of North Utica. Ron was the second longest seated Board Trustee and he was a very dedicated Board Member and resident of the community for many years. He will be missed by the Village of North Utica, throughout the entire community.

Adjournment: With no additional business, the meeting was adjourned at 7:58 pm. Motioned by Trustee Schrader, seconded by Trustee Pawlak.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk