

**VILLAGE OF NORTH UTICA**

**248 W. Canal St.**

**North Utica, IL 61373**

**Meeting of the Board of Trustees**

**May 12, 2022**

[www.utica-il.gov](http://www.utica-il.gov)

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**AGENDA**

- I. **7:00 p.m.** - Call to Order Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call
  
- IV. Village President
  
- V. Appearance Request: Matt & Jen Cetwinski, Bruce & Ollies re: Village of North Utica Sign Ordinance
  
- VI. Appearance Request: Christy Donahue, Rock & Soul re: Village of North Utica Sign Ordinance
  
- VII. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
  - 1.) Minutes: 04-13-2022; 04-28-2022
  - 2.) April 2022 Financial Stmt's / Summary / Revenue Reports
  - 3.) April 2022 Prepaids
  - 4.) April 2022 A/P Bills
  - 5.) Also Including the following additional Board of Trustees recommendations:
    - a) Annual Renewal of MSI Accounting Software & Support with Harris Computer systems in the amount of \$6,493.82
    - b) Transfer of Village Funds from Checking Accounts into Money Market Accounts
    - c) Opening an additional Money Market Account for the deposit of Village Funds
    - d) Donation to LP Endzone Club Golf Outing being held on 6-4-2022 \$50
    - e) Donation to Horizon House Road to Independence Campaign \$100
    - f) Donation to NCAT North Central Area Transit \$100
    - g) Donation to American Red Cross \$100
  
- VIII. Village Clerk:
  - 1.) Consideration and Possible Action on a Donation Request:
    - a) IVAC Golf Outing being held on 5-27-2022 \$100
  
- IX. Director of Village Affairs
  - 1.) Update on Utica Business Association
  - 2.) Update on upcoming Village Events
  
- X. Village Treasurer
  
- XI. Police Department – Chief Damron
  
- XII. Building / Zoning Enforcement Officer
  
- XIII. Maintenance Department: Update – Upcoming / Ongoing Projects in the Village

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**XIV. Village Engineer:**

- 1.) Update – Upcoming / Ongoing Projects in the Village
- 2.) Update – IDOT Rt. 178 & Rt. 6 Roundabout Project
  - a) Consideration and Possible Action on an Engineer’s Pay Estimate to D Construction for the Utility Relocation Project
- 3.) Update – 2022 MFT Road Project
- 4.) Update – Village Administrative Building Parking
- 5.) Update – Drainage Projects:
  - a) Johnson St. Drainage Project
  - b) Doehrr Property / Hitt St. Drainage Project
  - c) Senica Manor Drainage Project
  - d) East Canal St. Drainage Project

**XV. Village Attorney:**

- 1.) Consideration and Possible Action to Authorize the Village President and the Village Clerk to enter into a renewal Lease / Intergovernmental Agreement between the Village of North Utica and Illinois Department of Natural Resources for the purpose of performing general landscaping and path maintenance to a portion of the I & M Canal through July 31, 2027, at a cost of \$75 annually.

**XVI. Committee / Trustee Reports:**

- 1.) Trustee Reports
- 2.) 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

**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. Public Comment**

**XX. Adjournment**

POSTED: 05-10-2022

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### MINUTES

At 7:00 pm the Meeting of the Board of Trustees was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Director Jamie Turczyn recorded the meeting attendance. Present at the meeting were Trustees John Schweickert, Nate Holland, Mary Pawlak, Debbie Krizel, Kylie Mattioda and Jim Schrader. Also present were Village Attorney Herb Klein, Village Engineer Kevin Heitz and Public Works Director / Zoning Enforcement Officer Curt Spayer, Director of Village Affairs Jamie Turczyn, Village Treasurer Jill Margis and Police Chief Rodney Damron. Village Clerk Laurie Gbur was absent from the meeting.

It was motioned by Trustee Schrader, seconded by Trustee Pawlak to appoint Director of Village Affairs Jamie Turczyn as Clerk Pro-Tem for the meeting.

6 Yes

Motion Carried

Village President: Mayor Stewart reminded everyone that there are two ribbon cuttings being held on Friday, May 13, 2022; Starved Rock Tattoo at 3:30 pm, followed by Wears Well at 4:00 pm.

LaFarge Quarry – Mayor Stewart stated that LaFarge has been working with the Village to address complaints and concerns regarding blasting in the Village. They have documented the recent blasting levels and are within the legal limits. Going forward, all future complaints and concerns should be addressed by IDNR.

Signs – Mayor Stewart discussed some current regulations within the Village of North Utica Sign Ordinance. Off premise signage is only allowed in the C-3 Zoning District with a Special Use; A-Frame signs are limited to one per business; Wind sock / single pole banner signs are not addressed in the current Ordinance. There will be a Public Hearing held on May 26, 2022 at 6 pm to discuss and review the Villages' Sign Ordinance. The Planning Commission will review the current Ordinance as well as some things that Zoning Enforcement Officer Curt Spayer would like to have clarified. Trustee Mattioda discussed having sidewalk signage in a 3' X 3' size that highlights our local businesses. Mayor Stewart then stated that the Village is getting quotes for an LED Sign to be installed outside the Village Administrative Building.

Jen Cetwinski, Bruce & Ollie's, stated that they had put up a sign on property owned by Ron Krieser and didn't think it would be an issue, however it is not compliant with the Villages' current Sign Ordinance because it is an off-premise sign. She also stated that it seems that there shouldn't be so many hurdles for the businesses to face; Businesses need people to know that they are downtown.

Mayor Stewart stated that the Villages' Sign Ordinance will be further reviewed and discussed at the Public Hearing and businesses and residents are welcome to attend.

Christy Donahue, The Rock & Soul, stated that she currently has two A-Frame signs because her business is located on a corner property. They were notified that the signs must be taken down at the end of the business day and she would like to be able to have the signs up throughout the weekend to let people know that the business is there.

Mayor Stewart stated that this can be further discussed at the Public Hearing on May 26<sup>th</sup>; there is a possibility that perhaps the Zoning Enforcement Officer can provide some administrative variances to address these types of issues.

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MINUTES

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

- 1.) Minutes: 04-13-2022; 04-28-2022
- 2.) April 2022 Financial Stmts / Summary / Revenue Reports
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- 5.) Also Including the following additional Board of Trustees recommendations:
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6 Yes

Motion Carried

Village Clerk: The item regarding a donation to IVAC for a Golf Outing being held on May 27, 2022 was discussed by the Board. An annual donation to IVAC had already been made and no further action was taken.

Director of Village Affairs:

Sweet Stroll Event had a good turn out and the next event being held in the Village is the Wild Bill Days event being held on May 28<sup>th</sup> & 29<sup>th</sup>.

Village Treasurer: NONE

Police Department: NONE

Building / Zoning Enforcement Officer: NONE

Maintenance Department: NONE

Village Engineer: Engineer Heitz provided an update on the ongoing projects in the Village.

Illinois Township Highway Commissioners / Michelini planted a tree and placed a rock with a plaque on it as well as a bench near the Memorial in Memory of Dave Carey, former Utica resident and business owner.

Ameren will be connecting the Utica and Oglesby substations; Eng. Heitz will attend the meeting regarding such.

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IDOT Rt. 178 & Rt. 6 Roundabout Project – Engineer Heitz stated that now that the weather is better, the project is resuming. The traffic signals will be removed and new temporary signals will be put up. They will build a pad of asphalt to help shift traffic throughout the project. It was then motioned by Trustee Schrader, seconded by Trustee Pawlak to approve a pay estimate in the amount of \$98,144.14 to D Construction for work completed in the utility relocation for the roundabout project. The Village will receive approx. 44.65% in reimbursement for the project cost.

Village Administrative Building Parking – Engineer Heitz is working on the plan for additional parking.

Drainage projects – Engineer Heitz is working on the drainage issues with Public Works Director Spayer.

Village Attorney: IDNR contacted the Village to discuss the renewal of the maintenance agreement on the path that runs along the I & M Canal. The Village wants to continue to maintain the path and hopes to be able to rewater the canal in the future. It was motioned by Trustee Schweickert, seconded by Trustee Holland to approve an Ordinance authorizing the Village President to enter into a new five-year lease agreement between the Village of North Utica and Illinois Department of Natural Resources for the maintenance of the I & M Canal Path; an annual cost of \$75 per year. ORD 2022-20

6 Yes

Motion Carried

Committee / Trustee Reports: NONE

Executive Session: NONE

Public Comment: NONE

Adjournment: With no additional business, the meeting was adjourned at 8:03 pm. Motioned by Trustee Schrader, seconded by Trustee Pawlak.

All in Favor

Motion Carried

Respectfully Submitted,

Laurie A. Gbur  
Village Clerk