

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

Meeting of the Board of Trustees
March 9, 2023

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. Appearance Request: Canal Corridor Association; 175th Anniversary of the I & M Canal
 - 1.) Consideration and Possible Action on a Proclamation recognizing the 175th Anniversary of the I & M Canal; April 2023 through April 2024
- V. Village Attorney:
 - 1.) Summary of Public Hearing regarding the Petition of Bruce & Ollies, LLC, an Illinois limited Liability Company (LLC) as Lessee, requesting a Special Use, and Ronald Kreiser, as Owner of the property, generally located at 2937 N. Route 178, Utica, IL 61373, in which the Petitioner is seeking a Special Use from the Village of North Utica Zoning Ordinance provisions regarding Signs. (Title 10, Chapter 15).
 - 1) Consideration and Possible Action on an Ordinance Granting a Special Use under the Village of North Utica Zoning Ordinance Section 10-15-8A, to erect one (1) free-standing advertising sign on property generally located at 2937 N. Route 178, Utica, IL 61373, for the purpose of identifying their business, Bruce & Ollie's, LLC, located in downtown Utica.
 - 2.) Summary of Public Hearing regarding the Petition of Jason Galvan and Aron Galvan, as Contract Purchasers of property from the Utica Marquette Building Corporation, Owners of property generally located at 500 Hitt St., Utica IL. Petitioners are seeking, upon Annexation of the property to the Village, the approval of re-zoning of the property to Commercial C-2 (General Commercial District) Zoning, and for the granting of a Special Use under Section 10-8B-3 of the Village of North Utica Zoning Ordinance, and necessary text amendments to the Zoning Ordinance to allow for the operation of a business on the property. The property is currently zoned Residential R-1(Single Family Residential).
 - a) Consideration and Possible Action on the Annexation of property, generally located at 500 Hitt St., Utica, IL, to the Village of North Utica. The property is currently zoned Residential R-1 (Single Family Residential)
 - b) Consideration and Possible Action on an Ordinance Rezoning the property from R-1 (Single Family Residential) to C-2 (General Commercial District) Zoning.
 - c) Consideration and Possible Action on an Ordinance Amending the Village of North Utica Zoning Ordinance to define and allow as a Special Use, the operation of a Commercial Kitchen, Botanical Garden, Banquet / Event center, indoor Farmers / Flea Market, Amusement rides and Apiary.
 - d) Consideration and Possible Action on an Ordinance Granting a Special Use under Section 10-8B-3 of the Village of North Utica Zoning Ordinance to allow for the following uses: A restaurant with seating for more than 75 persons, Recreation uses, place of Amusement (Arcade), Commercial Recreation Center, and large Retail / Convenience store.

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Village Attorney (Cont.):

- 3.) Consideration and Possible Action on Amending the Ordinance Regulating Abandoned Vehicles in the Village of North Utica

VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:

- 1.) Minutes: 02-08-2023
- 2.) February 2023 Financial Stmts / Summary / Revenue Reports
- 3.) February 2023 Prepaids
- 4.) February 2023 A/P Bills

VII. Village Clerk:

- 1.) Consideration and Possible Action to appoint Hopkins & Associates to perform the Annual Fiscal Year Audit for the period ending 3-31-2023

VIII. Donations & Advertising Requests: Consideration and Possible Action on the following requests:

- 1.) Boy Scouts of America Annual Donation: \$50

IX. Director of Village Affairs:

- 1.) Update on Utica Business Association
- 2.) Update on Upcoming Events in the Village
- 3.) Consideration and Possible Action on a “Wine Run 5K” Event being held by August Hill Winery on April 22, 2023 from 8 am – 12 pm; including temporary road closures of Mill St.

X. Village Treasurer

XI. Police Department – Chief Damron

XII. Building / Zoning Enforcement Officer

XIII. Maintenance Department / Public Works Director

- 1.) Update – Upcoming / Ongoing projects in the Village
- 2.) Consideration and Possible Action on an Estimate from D & D Pavement Solutions Inc. in the amount of \$ 6,719, to patch areas along 2803rd Road

XIV. Village Engineer

- 1.) Update – Upcoming / Ongoing projects in the Village

XV. Village President

- 1.) Update - Build Illinois Bond Grant: I & M Canal Rewatering Project
- 2.) Update - Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development
- 3.) Update –T-Mobile Grant Application
- 4.) Consideration and Possible Action on an Ordinance amending the Outdoor Dining Ordinance regarding the setting of dates for the 2023 Season

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XVI. Trustee Reports

XVII. Public Comment

XVIII. Executive Session

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

XIX. Possible Action regarding Executive Session items

- 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
 - 1) Consideration and Possible Action on the approval of the 2023 Payroll Schedule
- 2.) Pending Litigation
- 3.) Purchase/Sale/Lease of Real Property

XX. Adjournment

Posted 03-03-2023

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MINUTES

At 7:05 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 Debbie Krizel, Mary Pawlak, Jim Schrader, John Schweickert, Nate Holland and Kylie Mattioda. Also present were Village Attorney Herb Klein, , Public Works Director Curt Spayer, Police Chief Rodney Damron and Director of Village Affairs Jamie Turczyn. Village Engineer Kevin Heitz and Village Treasurer Jill Margis were absent from the meeting.

Canal Corridor Association; 175th Anniversary of the I & M Canal –

A representative from the Canal Corridor Association requested that the Village approve a Proclamation for the 175th Anniversary of the I & M Canal. Trustee Krizel read the Proclamation followed by Mayor Stewart proclaiming that April 2023 through April 2024 is being recognized and celebrated as the 175th Anniversary of the Historic I & M Canal. Mayor Stewart has assigned a Committee to look for ways to celebrate the Anniversary of the Canal throughout the year. The Village has submitted a proposal to re-water a certain portion of the Canal that runs through the Village. Mayor Stewart stated that he is hopeful that the Village will receive approval for the project in later summer / early fall of 2023.

Village Attorney: Attorney Klein provided a brief summary of the Public Hearing held on February 23, 2023, regarding the Petition of Bruce & Ollies, LLC, an Illinois limited Liability Company (LLC) as Lessee, requesting a Special Use, and Ronald Kreiser, as Owner of the property, generally located at 2937 N. Route 178, Utica, IL 61373, in which the Petitioner is seeking a Special Use from the Village of North Utica Zoning Ordinance provisions regarding Signs. The Planning Commission was unanimous in their decision to recommend a special Use be granted to the Petitioners.

The Village Board discussed the matter and whether a property owner can have additional off premises signs erected on their property if another business requests such.

Attorney Klein stated that a business would have to file a Petition seeking a Special Use to have an off premises sign on another property in the Village.

It was then motioned by Trustee Holland, seconded by Trustee Schweickert to approve an Ordinance granting a Special Use to Bruce & Ollies, LLC to erect one off premises sign on property located at 2937 N. Route 178, Utica, IL 61373. ORD 2023-03

5 Yes

1 No (Mattioda)

Motion Carried

Attorney Klein provided a brief summary regarding the Petition of Jason Galvan and Aron Galvan, as Contract Purchasers of property from the Utica Marquette Building Corporation, Owners of property generally located at 500 Hitt St., Utica IL 61373. A Public Hearing was held on February 23, 2023 before the Planning Commission. Since that time, there is no longer a pending Contract on the property therefore no action was taken on the matter.

Attorney Klein also explained that the Public Hearing for the amended Petition of James and Laura Didricksen was continued to March 23, 2023 at 6 pm.

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Attorney Klein then stated that he is still reviewing the information for an Ordinance Regulating Abandoned Vehicles in the Village of North Utica so he requested that the item be Tabled. It was motioned by Trustee Holland, seconded by Trustee Krizel to Table the item.

All in Favor

Motion Carried

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

- 1) Minutes: 02-08-2023
- 2) February 2023 Financial Stmts / Summary / Revenue Reports
- 3) February 2023 Prepaids
- 4) February 2023 A/P Bills

6 Yes

Motion Carried

Village Clerk: Village Clerk Gbur spoke about the upcoming Audit for Fiscal Year ending 3-31-2023. The cost of the Audit for this Fiscal Year will be \$9,900. The Clerk stated that Hopkins and Associates have always done a great job and they are always available to help answer any questions throughout the year. It was then motioned by Trustee Mattioda, seconded by Trustee Schweickert to appoint Hopkins & Associates to perform the Annual Fiscal Year Audit for the period ending 3-31-2023.

6 Yes

Motion Carried

Donations & Advertising Requests: It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve a donation to the Boy Scouts of America in the amount of \$50.

6 Yes

Motion Carried

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

August Hill is having a Wine Run 5K on April 22, 2023. The 5K run will be held on the I & M Canal Path east of Utica and participants will come back to August Hill after the event to have their wine. The Village would need to temporarily close Mill St. and Mill St. Bridge and the event will be held from 8 am – noon that day.

It was motioned by Trustee Schweickert, seconded by Trustee Holland to approve the event and temporary road closure, subject to receiving the permit from IDNR to hold the run on the I & M Canal Path.

6 Yes

Motion Carried

Director Turczyn also spoke about the upcoming St. Pat's Celebration and Parade being held in the Village on March 17th and 18th. She then stated that the I & M Canal Clean Up event would be held on Saturday, April 15th from 9 am – noon this year; volunteers are welcome to participate.

Village Treasurer: Absent

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Police Department: Chief Damron stated that the Department is ready for the upcoming St. Pat's Parade and Celebration. Mill St. will be closed at approx. 2 pm.

Building / Zoning Enforcement Officer: NONE

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

2803rd Road – An estimate in the amount of \$6,719 was submitted from D & D Pavement Solutions, Inc. to patch areas along 2803rd Road. It was motioned by Trustee Holland, seconded by Trustee Pawlak to approve the estimate from D & D Pavement Solutions, Inc. to patch areas along 2803rd Road, Utica, in an amount not to exceed \$6,719.

6 Yes

Motion Carried

Also discussed was the purchase of used rental equipment. Sometimes there are good pieces of used equipment that the Village can purchase to do things in-house rather than outsourcing a job.

Trustee Holland suggested that Spayer look into the Richie Bros. Auction for used equipment. Spayer stated that although there is a lot of used equipment on their lot, its an auction situation so they usually require immediate payment rather than holding onto something until he can present it to the Board for consideration.

Director Spayer will get a list of used equipment from United Rentals to determine if there is a need for anything. Spayer stated that sometimes there is a used piece of equipment that is lightly used that United might be selling for a good price.

Village Engineer: Absent

Village President: Mayor Stewart provided a brief update on Engineering projects.

I & M Canal Re-watering Project – The plans for the re-watering project have been submitted.

2023 MFT Project – The bids for the 2023 MFT Road Project will go out by the end of April and we hope to begin the road project in late May or early June.

Rebuild Downtown Mini-Mill St. Shops – We are waiting to receive the Grant Agreement. We hope to receive the agreement within the next 4 weeks. NCICG has informed us that the agreement is in the review process with the State; this is the final stage in the process so we hope to hear something soon.

T-Mobile Grant Project – The Village Board had discussed a project to construct a Stage for Music at Carey Park. The Village received a cost estimate and it was much higher than anticipated. The Grant, if awarded, would be in the amount of \$50,000 however, the construction of the Stage with materials and concrete would be approx.

\$100,000. The Village Board will discuss other possible projects and we will apply for a Grant at another time during the year. The T-Mobile Grant applications are submitted and awarded on a quarterly basis.

The Board briefly discussed the cost of doing a tennis court or pickle ball court however, the item will be further discussed at a future meeting.

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Outdoor Dining –It was motioned by Trustee Schrader, seconded by Trustee Schweickert to approve an Ordinance Amending the Outdoor Dining Ordinance to set the dates for the Outdoor Dining Season as a date beginning in April of each year. ORD 2023-04

6 Yes

Motion Carried

It was then motioned by Trustee Krizel, seconded by Trustee Pawlak to establish the dates for the 2023 Outdoor Dining Season. The dates for Outdoor Dining will be 8 am on April 28th through 11 pm on October 29th. The road will be closed on April 26th to clean the road with set up beginning on April 27th. The road will re-open on November 1st to allow for cleaning once everything has been removed again.

5 Yes

1 Absent (Trustee Schweickert briefly stepped away from the Board Table and did not vote on this Motion)

Motion Carried

Mayor Stewart then stated that the following items will be further discussed at the next Committee meeting:

2023 Project List

2023 Hydrant Repair and Replacement List

Estimates to repaint / clean the Water Towers in the Village

Trustee Reports: NONE

Public Comment: NONE

Executive Session: At 7:47 pm in was motioned by Trustee Krizel, seconded by Trustee Schrader 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 8:13 pm the meeting was reconvened; Motioned by Trustee Krizel, seconded by Trustee Pawlak.

All in Favor

Motion Carried

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It was then motioned by Trustee Schrader, seconded by Trustee Schweickert to approve the 2023 Payroll Schedule as presented.

6 Yes

Motion Carried

At 8:15 pm, with no additional business, the meeting was adjourned; Motioned by Trustee Schweickert, seconded by Trustee Schrader.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk