

VILLAGE OF NORTH UTICA
248 W. Canal St.
North Utica, IL 61373
Special Meeting of the Board of Trustees
October 6, 2022
www.utica-il.gov

AGENDA

- I. **7:00 p.m.** - Call to Order Special Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call

- IV. Village President:
 - 1.) Appointment of Village of North Utica Planning Commission Member
 - a) Oath of Office

 - 2.) Consideration and Possible Action on Resolution R2022-06 in Support of Regional Passenger Rail Service

- V. Village Attorney:
 - 1.) Summary of Public Hearing regarding the Petition of Karen L. Starks, Owner, a/k/a “Western Cattle Company”, and / or “Factory Outlet”. This matter was referred back to the Planning Commission by the Village Board for further Public Hearing, as the Petitioner no longer intends to provide grocery items. The Petitioner is now seeking a Special Use under the Village of North Utica Zoning Ordinance, to operate a retail business that will include the sale of packaged liquor. The property is generally located at 130 Mill St., Utica, IL 61373. The property is Zoned C-1.
 - a) Consideration and Possible Action on an Ordinance Granting a Special Use under the Village of North Utica Zoning Ordinance, for the operation of a retail business that will include the sale of packaged liquor, on property located at 130 Mill St., Utica, IL 61373. The Property is Zoned C-1.

- VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1.) Minutes: 09-08-2022
 - 2.) September 2022 Financial Stmtns / Summary / Revenue Reports
 - 3.) September 2022 Prepaids
 - 4.) September 2022 A/P Bills

- VII. Village Clerk:
 - 1.) Annual Renewal of the Blue Cross Blue Shield of Illinois Employee Health Insurance Policy for 2023 in the amount of \$ 4,447.55 monthly

- VIII. Director of Village Affairs
 - 1.) Update on Utica Business Association
 - 2.) Update on upcoming Village Events
 - 3.) Consideration and Possible Action for the approval of the budget for the Annual Christmas in the Village Event being held on 11-26-22 and 11-27-22
 - 4.) Consideration and Possible Action on the Purchase of additional Outdoor Christmas decorations for the Street Lights along IL. Rt. 178 at a cost not to exceed \$ 5,000
 - 5.) Consideration and Possible Action for the approval of the Fall Festival being held on 10-22-22

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IX. Village Treasurer

X. Police Department – Chief Damron

XI. Building / Zoning Enforcement Officer

XII. Maintenance Department: Update – Upcoming / Ongoing Projects in the Village

- 1.) Consideration and Possible Action for the Purchase and Installation of Fencing near the Sewer Lagoon by Illinois Valley Fence & Pool, Inc. at a cost not to exceed \$ 25,000
- 2.) Update – 2022 Project List
- 3.) Update – Fall 2022 Hydrant Flushing Schedule

XIII. Village Engineer:

- 1.) Update – Upcoming / Ongoing Projects in the Village
- 2.) Update – IDOT Rt. 178 & Rt. 6 Roundabout Project
- 3.) Update – 2022 MFT Road Project
- 4.) Update – ITEP Grant Application
- 5.) Update – Neighbors Park Ballfield
- 6.) Update – Johnson St. Drainage Project
- 7.) Update – Village Drainage Issues / Projects

XIV. 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

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: 10-04-2022

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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 Board Trustees Debbie Krizel, Jim Schrader, John Schweickert, Nate Holland and Kylie Mattioda. Also present were Village Attorney Herb Klein, Village Engineer Kevin Heitz, Director of Village Affairs Jamie Turczyn, Public Works Director / Zoning Enforcement Officer Curt Spayer, Village Treasurer Jill Margis and Police Chief Rodney Damron. Trustee Mary Pawlak arrived at 7:12 pm.

Village Attorney: Attorney Klein provided a brief summary of the Petition of Karen L. Starks, Owner, a/k/a “Western Cattle Company”, and / or “Factory Outlet”. This matter was referred back to the Planning Commission by the Village Board for further Public Hearing, as the Petitioner no longer intends to provide grocery items. The Petitioner is now seeking a Special Use under the Village of North Utica Zoning Ordinance, to operate a retail business that will include the sale of packaged liquor. The property is generally located at 130 Mill St., Utica, IL 61373; Zoned C-1.

At the Public Hearing held earlier in the evening, Mr. Martens provided Testimony stating that the Petition had been amended to request a Special Use for the operation of a business that would include packaged liquor, as they had decided that they will no longer be including food items in the retail store. Mr. Martens had also included in his Testimony that they will not be seeking a Class A Liquor License for on premises consumption of alcohol and they will not be seeking a Video Gaming License.

At the Public Hearing, there was Testimony presented in opposition of the Petition, by Trustee Debbie Krizel. Trustee Krizel stated that although she appreciates the investment into the property that the owners are making, she is not in favor of issuing another Liquor License in the Village. She also stated that the Village needs to diversify and not issue a Liquor License to every business.

After much discussion, the Planning Commission recommended 2 to 1 to deny the Petition seeking a Special Use for the property.

Attorney Klein asked Mr. Martens if he agreed with the summary of the Public Hearing(s) that was presented. Mr. Marten answered, “Yes”; and also agreed that the Petition had been amended to request a Special Use for the operation of the store that would include packaged liquor. Mr. Martens stated that they are no longer going to be including food items for sale in the retail store.

Trustee Schrader stated that he did not believe that the Village needed to have another packaged liquor store in the community.

Trustee Holland stated that packaged liquor is available in the Village at Casey’s, Shell, August Hill Winery and the Village Greenhouse Liquor Store so he agreed with Trustee Schrader that the Village does not need another retail business selling packaged liquor.

Trustee Mary Pawlak arrived at 7:12 pm.

Attorney Klein summarized the Petition and the comments from the Board regarding such.

It was then motioned by Trustee Schrader, seconded by Trustee Krizel to deny the Petition seeking a Special Use for property located at 130 Mill St., Utica, IL. 61373; Zoned C-1.

4 Yes (Krizel, Pawlak, Schrader, Holland)

2 No (Schweickert, Mattioda)

Motion Carried to Deny the Petition

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Village President: Mayor Stewart spoke briefly about the efforts to obtain Passenger Rail Service in the Region. Passenger Rail Service, with a stop in Utica, would be a great addition to tourism in the Village in the future. A Resolution is needed from the Village for a commitment of funds for the support and participation in the study. Several local communities have made a commitment of funds, including the following: Peru \$8,000; LaSalle \$8,000; Ottawa \$16,000; Morris \$13,000; Tri-County \$50,000. The Village contribution would be \$5,000. It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve Resolution R2022-06 for the Village of North Utica's Support and Commitment of Funds in the amount of \$5,000 to the Regional Passenger Rail Study. R2022-06

6 Yes

Motion Carried

Mayor Stewart then stated that he would like to add a Member to the North Utica Planning Commission. There are currently 7 Members and the Village can seat up to 9 Members. Utica resident, Mark MacKay would like to be appointed as a Member of the Planning Commission. It was Motioned by Trustee Krizel, seconded by Trustee Pawlak to appoint Mr. Mark MacKay as a Member of the Village of North Utica Planning Commission.

6 Yes

Motion Carried

Mayor Stewart administered the Oath of Office to Mr. MacKay.

Mr. MacKay was welcomed by the Board as a Member of the North Utica Planning Commission.

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

- 1.) Minutes: 09-08-2022
- 2.) September 2022 Financial Stmts / Summary / Revenue Reports
- 3.) September 2022 Prepaids
- 4.) September 2022 A/P Bills

6 Yes

Motion Carried

Village Clerk:

BCBSIL Employee Health Insurance – Clerk Gbur spoke about the annual renewal of the Employee Health Insurance. It was motioned by Trustee Schweickert, seconded by Trustee Mattioda to approve the 2023 renewal of the Blue Cross Blue Shield of Illinois Employee Health Insurance at a cost not to exceed \$4447.55 per month.

6 Yes

Motion Carried

Village Clerk Gbur stated that there would be an Electronics Recycling Event held on October 22, 2022 for residents in the Village. A Driver's License and Village Utility Bill are required to participate. The event will be held in the parking lot of the Maintenance Shop from 8 am – 11 am. A list of items that are eligible for recycling will be posted at the Village office, Utica Post Office and on the Village website.

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

The annual Utica Fire Department Car Show & Burgoo Festival will be held on October 8 & 9, 2022, respectively. The annual Christmas in the Village will be held on November 26 & 27, 2022. It was motioned by Trustee Schrader, seconded by Trustee Holland to approve the event not to exceed \$6,000.

6 Yes

Motion Carried

A Fall Festival will be held near the Village Administrative Building and Carey Memorial Park on Saturday, October 22, 2022. There will be face painting, a bounce house, a cake-walk, sucker pull game, cookies and soda. It was motioned by Trustee Mattioda, seconded by Trustee Schweickert to approve the Fall Festival event at a cost not to exceed \$5,000.

6 Yes

Motion Carried

Director Turczyn then spoke about the outdoor Christmas Decorations that the Village will be hanging for the Holiday Season. There are addition poles in the business district south of the I & M Canal, that we could also hang lighted decorations on. It was motioned by Trustee Krizel, seconded by Trustee Pawlak to approve the purchase of additional lighted Christmas Decorations to be installed in the south business district in an amount not to exceed \$5,000.

6 Yes

Motion Carried

Village Treasurer: NONE

Police Department: Chief Damron stated that the Department is ready for the upcoming Burgoo Festival weekend. They have already done a lot of preparation from year to year to make the event a safe, well-planned weekend in the community.

Building / Zoning Enforcement Officer: Zoning Officer Spayer stated that there is another new home being constructed on Rachel Way in Senica Manor.

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

Hydrant Flushing – Village Clerk Gbur stated that the Maintenance Department will begin flushing hydrants in the Village on October 17th. The Village will begin a bi-annual flushing schedule while working with the Utica Fire Department to flow test the hydrants. The Maintenance Department, the Clerk and the Fire Department are working together to collect and document data that will aid the Village in lowering the community's ISO rating (Insurance Services Office) which in turn will help residents and local businesses to lower property insurance. There are several factors that are included in the ISO rating, and documenting hydrant location, maintenance and flow rate is essential. The Fall Hydrant Flushing schedule will tentatively run through November 3rd; weather dependent.

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Sewer Lagoon Fencing – Director Turczyn spoke about the installation of fencing around the sewer lagoon. The IEPA requires the Village to fence the lagoon. Director Turczyn obtained an estimate from Illinois Valley Fence & Pool to install fencing that would appear more decorative since the it is very visible being located along IL. Rt. 178, within the south business district. There would be approx. 560 linear feet of black ornamental fencing at a cost of \$25,000. The fence will include a gate with an electric opener and the entrance to the area will be moved. It was then motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve the purchase and installation of 560 linear feet of black ornamental fencing from Illinois Valley Fence & Pool not to exceed \$25,000.

6 Yes

Motion Carried

Village Engineer: Engineer Heitz provided an update of the ongoing Engineering projects in the Village. Culvert / East 11th Rd. – The culvert has been repaired; the repairs should extend the life of the culvert for approx. 5 – 10 additional years.

Water Main Break / IL Rt. 178 Road Patch - The area that was excavated for a water main break in August was patched. IDOT required a permit in order for the Village to patch the road. Due to the specific material needed to patch the area, the repairs took several hours to complete. The Village received a small invoice from Midwest Testing for services provided as related to the patching.

ITEP Grant Application – The Village submitted the ITEP Grant Application for a proposed \$1.8 million dollar project to construct a sidewalk path on the west side of IL Rt. 178 from south of the I & M Canal to the Village Police Department. The Villages’ estimated cost would be approx. \$590,000. The Village submitted a strong application and we hope to be awarded the Grant in the Spring of 2023.

IDOT Rt. 178 & Rt. 6 Roundabout Project – The project is moving forward however it will not be completed until early in 2023.

Neighbor’s Park – R & R Landscaping came back to spray the weeds on the field and to fertilize the area and new replacement bases have already been ordered.

2022 MFT Road Project – Engineer Heitz has been working on the ITEP Grant Application and now that it has been submitted, he will be concentrating on completing the final paperwork for the proposed MFT Road Project. Due to it being later in the Fall Season of the year as well as the review process that IDOT needs to complete before approving the proposed MFT Project, the Village will probably not be seeking bids until early 2023. At that time, there is a possibility that the Village would be able to include additional areas to the scope of the project.

Johnson St. Drainage Project – After the MFT Project paperwork is completed, Engineer Heitz will begin to work on the Johnson St. Drainage Project. He would like to assess the area and begin the project to resolve the drainage issues in early 2023. At that time, the Village would also likely be working to resolve the drainage issues on Hitt St. near the Doehrr property.

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Committee / Trustee Reports: NONE

Public Comment: NONE

Executive Session: At 7:47 pm, it was motioned by Trustee Krizel, seconded by Trustee 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 7:56 pm the meeting was reconvened; Motioned by Trustee Holland, seconded by Trustee Pawlak.

All in Favor

Motion Carried

With no additional business, the meeting was adjourned at 7:56 pm; Motioned by Trustee Pawlak, seconded by Trustee Holland.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk