

VILLAGE OF NORTH UTICA

248 W. Canal St.

North Utica, IL 61373

Meeting of the Board of Trustees

November 10, 2022

www.utica-il.gov

AGENDA

- I. **7:00 p.m.** - Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1) Minutes: 10-06-2022; 10-27-2022
 - 2) October 2022 Financial Stmts / Summary / Revenue Reports
 - 3) October 2022 Prepays
 - 4) October 2022 A/P Bills
 - a) Including the Purchase and installation of suspension equipment for the 2020 Chevy Silverado 5500 Maintenance / Snow Plow Truck at a cost not to exceed \$10,000
 - 5) Approval of Field Maintenance of the Ball Field located in Carey Memorial Park not to exceed \$5,696
- V. Village Clerk:
 - 1) Consideration and Possible Action to cancel the previously scheduled Committee of the Whole Meeting and schedule a Special Board Meeting to be held on Thursday, November 17, 2022 at 7 pm.
 - 2) Consideration and Possible Action to cancel the December 8, 2022 Board of Trustees Meeting, and to schedule a Special Board of Trustees Meeting to be held on December 15, 2022 at 7 pm.
 - 3) Consideration and Possible Action to approve the 2023 Village of North Utica Meeting Schedule regarding Regular Village Board of Trustee Meetings, Committee of the Whole Meetings and Planning Commission Meetings
- VI. Director of Village Affairs
 - 1) Update on Utica Business Association
 - 2) Update on upcoming Village Events
- VII. Village Treasurer: Discussion regarding the Village of North Utica 2022 Tax Levy
 - 1) Consideration and Possible Action on an Ordinance re: the Village of North Utica 2022 Tax Levy
- VIII. Police Department – Chief Damron
- IX. Building / Zoning Enforcement Officer
- X. Maintenance Department: Update – Upcoming / Ongoing Projects in the Village
 - 1) Update – Fall Hydrant Flushing & Flow Testing
- XI. Village Engineer:
 - 1) Update – Upcoming / Ongoing Projects in the Village
 - 2) Update – IDOT Rt. 178 & Rt. 6 Roundabout Project
 - a) Consideration and Possible Action to approve the Subordination of Surface Rights for Public Roads regarding Village of North Utica Easements as related to the IL Rt. 178 & Rt. 6 Roundabout Project
 - 3) Update – 2022-2023 MFT Road Project
 - 4) Update – Village Administrative Building Parking
 - 5) Update – Johnson St. Drainage Project

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XII. Village Attorney:

- 1) Consideration and Possible Action on an Ordinance amending the Village of North Utica Zoning Ordinance at Section 10-15-1 et. seq., regarding Signs. The proposed changes under consideration include, but are not limited to:
 - a) Regulations regarding Definitions (10-15-2);
 - b) Regulations regarding Temporary Portable Signs (10-15-3F.2.e);
 - c) Regulations affecting Illuminated Signs (10-15-4A);
 - d) Regulations regarding Wall Business Signs (10-15-7C);
 - e) Regulations affecting Signs requiring a Special Use, including Advertising Signs, Billboards and Offsite Signage (10-15-8);
 - f) Regulations regarding Single Pole Banner Signs and Temporary Signs (10-15-9);
 - g) Any and all other amendments to Ordinances regulating Signs and Village Ordinances, necessary to effectuate any changes.

XIII. Village President:

- 1) Consideration and Possible Action on an Ordinance adopting Regulations and Fees for the Village of North Utica Oak Hill Cemetery
- 2) Consideration and Possible Action to create a part-time Cemetery Custodian position in the Village of North Utica
- 3) Consideration and Possible Action to approve the November 2022 Payroll Schedule adding a part-time position of Cemetery Custodian in the Village of North Utica
- 4) Consideration and Possible Action to approve an Estimate from Ameren to have additional street lights installed along Hallett Rd.

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. Executive Session

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

XVI. 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

XVII. Public Comment

XVIII. Adjournment

POSTED: 11-08-2022

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MINUTES

At 7:07 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, Mary Pawlak, Jim Schrader, 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 and Village Treasurer Jill Margis. Police Chief Rodney Damron was absent from the meeting. Trustee John Schweickert arrived at 7:17 pm.

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

- 1) Minutes: 10-06-2022; 10-27-2022
- 2) October 2022 Financial Stmts / Summary / Revenue Reports
- 3) October 2022 Prepays
- 4) October 2022 A/P Bills
 - a) Including the Purchase and installation of suspension equipment for the 2020 Chevy Silverado 5500 Maintenance / Snow Plow Truck at a cost not to exceed \$10,000
- 5) Approval of Field Maintenance of the Ball Field located in Carey Memorial Park not to exceed \$5,696

5 Yes

1 Absent (Schweickert)

Motion Carried

Village Clerk:

It was motioned by Trustee Holland, seconded by Trustee Pawlak to cancel the previously scheduled Committee of the Whole Meeting and schedule a Special Board Meeting to be held on Thursday, November 17, 2022 at 7 pm.

5 Yes

1 Absent (Schweickert)

Motion Carried

It was motioned by Trustee Krizel, seconded by Trustee Schrader to cancel the December 8, 2022 Board of Trustees Meeting.

5 Yes

1 Absent (Schweickert)

Motion Carried

It was motioned by Trustee Pawlak, seconded by Trustee Schrader to schedule a Special Board of Trustees Meeting to be held on December 15, 2022 at 7 pm.

5 Yes

1 Absent (Schweickert)

Motion Carried

It was motioned by Trustee Schrader, seconded by Trustee Mattioda to approve the 2023 Village of North Utica Meeting Schedule regarding Regular Village Board of Trustee Meetings, Committee of the Whole Meetings 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 the upcoming events being held in the Village.

Christmas in the Village will be held on November 26th & 27th and the Utica Fire Department Santa Parade will be held on Saturday, December 17th beginning at 6 pm.

IVAC will be having their Annual Dinner at Starved Rock Lodge on December 8, 2022.

Trustee John Schweickert arrived at 7:17 pm.

Village Treasurer: Director Turczyn spoke about the 2022 Tax Levy that was presented to the Board.

The 2022 EAV is estimated at; \$47,890,325.00 which is an increase of approx. \$2.5 million. Following a brief discussion regarding the EAV, and the 2021 approved Tax Rate and Levy Amount, it was motioned by Trustee Holland, seconded by Trustee Krizel to approve Ordinance 2022-35 regarding the 2022 Tax Levy as follows:

Tax Rate: 0.17270 and Levy Amount: \$82,705

ORD. 2022-35

6 Yes

Motion Carried

Police Department: NONE

Building / Zoning Enforcement: NONE

Maintenance Department: Public Works Director Spayer provided a brief update on the Department and ongoing projects. Spayer stated that the Maintenance Department will begin putting up the Holiday Decorations for the Season.

The Fall Hydrant Flushing has been completed; the data is being compiled to submit as a part of the required information needed to begin updating the Villages' ISO rating and a list of necessary hydrant repairs will be forthcoming.

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

IDOT Roundabout Project – IDOT has requested the approval of a Subordination of Rights for Public Roads from the Village regarding easements in the area of the Roundabout Project. It was motioned by Trustee Pawlak, seconded by Trustee Holland to approve the Agreement.

6 Yes

Motion Carried

2022-2023 MFT Road Project – Engineer Heitz is going to complete the paperwork and submit to IDOT for approval of a 2023 Project.

The Projects regarding the plans for Village Administration Building Parking and Johnson St. Drainage will be further assessed for possible projects in 2023.

Village Attorney:

Ordinance regarding amendments to the Villages' Sign Ordinance – Following a discussion regarding proposed amendments to the Villages' Sign Ordinance the Board made a decision to Table the item pending further review.

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to Table the discussion and consideration of amendments to the Villages' Sign Ordinance until the December 17, 2022 Special Board of Trustees Meeting pending further review.

6 Yes

Motion Carried

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Village President:

It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve an Ordinance adopting regulations and fees for the Oak Hill Cemetery. ORD 2022-36

6 Yes

Motion Carried

It was then motioned by Trustee Krizel, seconded by Trustee Pawlak to authorize the Village President to create a Cemetery Custodian part-time position in the Village of North Utica effective November 1, 2022.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve the 2022 Payroll Schedule as amended. (Cemetery Custodian Position = \$200 per month)

6 Yes

Motion Carried

A brief discussion was held regarding additional lighting being installed along Hallet Rd. Ameren will install 10 additional LED street lights and upgrade 3 existing street lights at a cost not to exceed \$ 6,993.00. It was motioned by Trustee Schrader, seconded by Trustee Holland to approve the installation and upgrade of street lights along Hallet Rd. at a cost not to exceed \$6,993.00

6 Yes

Motion Carried

Committee / Trustee Reports: NONE

Executive Session: NONE

Public Comment: Ms. Aron Galvan update the Board about her Vacation Rental Property located along Towpath Rd. Ms. Galvan stated that she has received many wonderful reviews from visitors that stayed at her rental property and they have spoken very highly about the rental home as well as about the businesses in the Village. Most visitors enjoy coming to the Village to spend time and they enjoy what the community has to offer. The Board thanked Ms. Galvan for the update.

With no additional business, the meeting was adjourned at 7:38 pm. Motioned by Trustee Schrader, seconded by Trustee Pawlak.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur

Village Clerk