

VILLAGE OF NORTH UTICA
248 W. Canal St., North Utica, IL 61373
Meeting of the Board of Trustees
April 13, 2023

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- IX. Director of Village Affairs:
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
- 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.) Update – 2023 Project List
- XIV. Village Engineer
 - 1.) Update – Upcoming / Ongoing projects in the Village
 - 2.) Update – Status of the 2023 MFT Road Project
 - 3.) Update - Drainage Projects in the Village
 - 4.) Update - Village Administrative Building Parking / North Entrance Design
- XV. Village President
 - 1.) Consideration and Possible Action on a Proclamation for A.B.A.T.E. recognizing May 2023 as Motorcycle Awareness month in the Village of North Utica
 - 2.) Consideration and Possible Action on a Proclamation for the Illini Valley Association of Realtors recognizing April 2023 as Fair Housing Month
 - 3.) Update - Build Illinois Bond Grant: I & M Canal Rewatering Project
 - 4.) Update - Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development
- 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
 - 2.) Pending Litigation
 - 3.) Purchase/Sale/Lease of Real Property
- XX. Adjournment

Posted 04-10-2023

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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 and Nate Holland. Also present were Village Attorney Herb Klein, Village Engineer Kevin Heitz, Public Works Director Curt Spayer, Director of Village Affairs Jamie Turczyn, and Village Treasurer Jill Margis. Trustee Kylie Mattioda and Police Chief Rodney Damron were absent from the meeting.

Appearance Request: Mr. Steve Stout, 2872 E. 777th Rd., Utica re: Discussion regarding Trash Removal Fees- Mr. Stout informed the Village Board that his Trash Removal fee had increased and was significantly higher than the monthly rate that Village residents pay. Mayor Stewart explained that the Village is currently in a 7-year Contract with Republic Services. The Village entered into the Contract with Illinois Valley Waste in 2017 however, the company was bought out shortly after and the Contract was assigned to the new owner, Republic Services. Mr. Stout asked what the current residential rate is for Trash Removal Services. Clerk Gbur stated that the current residential rate is \$19.08 per month. Mr. Stout stated that his rate is \$206.21 per quarter. Mayor Stewart stated that the Contract requires all Village residential properties to participate and pay the monthly fee however, the properties located in the area that Mr. Stout lives in is not currently annexed into the Village and therefore is not included in the Contract. Properties that are not annexed into the Village are free to choose their trash removal service. Mayor Stewart informed Mr. Stout that the Contract will expire in July 2024. Prior to that date, should the property owners in that area wish to annex into the Village, they would then become part of the new trash removal service contract and the Village would charge a monthly fee for such. Mr. Stout asked if the Village would be able to provide water and sewer service to the properties that would decide to annex into the Village. Mayor Stewart stated that the cost to run water to that area would be several thousand dollars therefore it is not currently something that the Village is considering as a project.

Village Attorney: Attorney Klein provided a brief summary of the Public Hearing held on 3-23-23 regarding the Petition of Christopher (Chris) and Ann Duffy, and Starved Rock River & Trail Supply, LLC., as Petitioners and Owners of property generally located at 700 S. Clark St., Utica, IL 61373. Petitioners are seeking an amendment to the North Utica Zoning Code (Section 10-4-5B) to allow a Mobile Trailer to operate on the property for a commercial purpose and seeking a Special Use (Section 10-8B-3) regarding the operation of a Coffee Vendor / Trailer for customers, as a drive-thru or walk-up operation. The property is currently zoned Commercial C-2 (General Commercial District)

The current Village Ordinance provides for mobile homes and trailers to be allowed only in a mobile home park. Mr. Duffy would like a Special Use to be allowed to have a mobile trailer on his commercial property located at 700 S. Clark St. (Starved Rock River & Trail Supply) for the purpose of operating a drive-thru Coffee Shop. Mr. Duffy testified that he would have ample parking for people to pull ahead to wait for their order if necessary, and he would make sure that traffic does not block Rt. 178, the bike path or Bailey Drive. Mr. Duffy also agreed to dispose of the gray water off the premises rather than on the property. Mr. Duffy also testified that there is an existing commercial business and restrooms located on the property. The Planning Commission recommended approval of amending the Ordinance to allow a mobile trailer as a Special Use in the C-2 Zoning District, as well as recommending that the Village grant a Special Use to the Petitioner(s) for the operation of a Coffee Vendor / Trailer as a drive-thru or walk-up operation, subject to the disposal of the gray water off the premises and that no vehicles block the bike path or any road.

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A general discussion was held among the Board regarding the disposal of gray water, traffic and parking, whether there will be on-site food preparation, whether alcohol will be served, the hours of operation and the number of employees that will staff the trailer. Holly Iversen, manager of the Bean Box located in LaSalle, will also be the manager of the Utica business. Ms. Iversen stated that the Bean Box will be operated the same as the LaSalle location, offering only prepackaged snack items and coffee. There will be no alcohol served and there will be no food preparation in the trailer. Following the discussion, it was motioned by Trustee Holland, seconded by Trustee Schweickert to amend the Village Ordinance to allow a mobile home or trailer, with no alcohol and no food preparation on site, and on a lot with an existing commercial business, shelter and restrooms, as a Special Use in the C-2 Commercial Zoning District. ORD 2023-05

5 Yes

1 Absent (Mattioda)

Motion Carried

It was then motioned by Trustee Holland, seconded by Trustee Krizel to approve an Ordinance granting a Special Use to Starved Rock River & Trail, 700 S. Clark St, Utica, IL, for the operation of a Coffee Vendor / Trailer as a drive-thru or walk-up operation, subject to the disposal of the gray water off the premises and that no vehicles shall block the bike path or any road. It was also noted that the method for disposing of the gray water must be approved by the Zoning Enforcement Officer. ORD 2023-06

5 Yes

1 Absent (Mattioda)

Motion Carried

Abandoned Vehicles – The item regarding the discussion about Abandoned Vehicles in the Village was Tabled. Motioned by Trustee Schweickert, seconded by Trustee Schrader.

5 Yes

1 Absent (Mattioda)

Motion Carried

Sign Ordinance re: Pole Banner Signs – When the Village amended the Sign Ordinance, there was a scrivener's error with respect to the requirement that all Pole Banner Signs must be attached to the building. It was motioned by Trustee Schrader, seconded by Trustee Holland to amend the Village Sign Ordinance to add the requirement that all Pole Banner Signs must be attached to the building. A letter will be sent to the Businesses regarding the amendment. ORD 2023-07

5 Yes

1 Absent (Mattioda)

Motion Carried

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

1.) Minutes: 03-09-2023; 03-23-2023

2.) March 2023 Financial Stmts / Summary / Revenue Reports

3.) March 2023 Prepaids

4.) March 2023 A/P Bills

5 Yes

1 Absent (Mattioda)

Motion Carried

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Village Clerk: NONE

Donations & Advertising Requests:

Waltham School – Village Sign displayed in the gym: The current sign will need to be updated; the cost to update the sign will be at the incurred by the Village. It was motioned by Trustee Krizel, seconded by Trustee Pawlak to approve a donation in the amount of \$150, plus expenses, for a new Village Sign to be displayed in the Waltham School Gym.

5 Yes

1 Absent (Mattioda)

Motion Carried

LP High School Foundation – Trivia Night being held on 4-22-23: It was motioned by Trustee Holland, seconded by Trustee Schweickert to approve a donation in the amount of \$100 to LP High School Foundation toward expenses of their Trivia Night being held on 4-22-23.

5 Yes

1 Absent (Mattioda)

Motion Carried

American Red Cross – It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an annual donation in the amount of \$100 to the American Red Cross.

5 Yes

1 Absent (Mattioda)

Motion Carried

Central States Regional Baseball Tournament – Tournament being held July 21-26, 2023: It was motioned by Trustee Pawlak, seconded by Trustee Schrader to approve a donation in the amount of \$75 to Central States Regional Baseball Tournament.

5 Yes

1 Absent (Mattioda)

Motion Carried

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

Canal Clean-Up Event – 4-15-2023 from 9 am - noon.

August Hill Winery Wine Run 5K – 4-22-2023 from 8 am – noon; Mill St. road closure until approx. 1 pm.

The Village will be hanging Service Banners throughout the Village again. The cost to purchase a banner is \$40 each and there are 50 available. Banners are available for recognition of all branches of Military Service as well as Fire, Police and EMS. Banners will be on a first come first served basis and we will begin taking orders on Monday 4-17-2023 at 8 am.

Village Treasurer: NONE

Police Department: NONE

Building / Zoning Enforcement: NONE

Maintenance Department: NONE

Village Engineer: Engineer Heitz provided a brief update on the upcoming and ongoing projects in the Village.

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2023 MFT Road Project – Engineer Heitz stated that he is almost ready to submit for the MFT Road Project. Once IDOT approves the project, we can get bids; we are hoping to have the project begin in early June.

Johnson St. Drainage Project - Engineer Heitz will need to obtain bids on the concrete work that needs to be done on Johnson St.

Hitt St. Drainage Project – Engineer Heitz is putting together a material list for the project; The Maintenance Department will be doing this project in-house.

ITEP Grant – Unfortunately, it appears that the Village ITEP Grant Application for the sidewalk project south of the I & M Canal along Rt. 178 was not selected this time. We had a strong application and since we have all of the information ready to go now, we can reapply for the next ITEP Grant Application. Usually the ITEP Grant is available every two or three years.

Village President:

Proclamation for A.B.A.T.E. – It was motioned by Trustee Pawlak, seconded by Trustee Schweickert to approve a Proclamation recognizing May 2023 as Motorcycle Awareness month in the Village of North Utica.

5 Yes

1 Absent (Mattioda)

Motion Carried

Proclamation for the Illini Valley Association of Realtors – It was motioned by Trustee Krizel, seconded by Trustee Schweickert to approve a Proclamation recognizing April 2023 as Fair Housing Month.

5 Yes

1 Absent (Mattioda)

Motion Carried

Update - Build Illinois Bond Grant: I & M Canal Rewatering Project – Mayor Stewart stated that the I & M Canal rewatering Project was submitted and the Village is waiting for a response. An environmental study will probably need to be done before the project is approved.

Update - Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development – Mayor Stewart stated that he had reached out to NCICG and we are hopeful to hear something about the Agreement and the release of funds by the end of the month.

Trustee Reports:

Trustee Schweickert spoke briefly about the increasing feral cat population in the Village. Unfortunately, the local animal organizations such as IVAR and Safe House, are not able to take any more feral cats at this time. It was suggested that feral cats be relocated to local farms.

Public Comment: NONE

Executive Session: NONE

With no additional business, the meeting was adjourned at 7:50 pm. Motioned by Trustee Schweickert, seconded by Trustee Schrader.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur

Village Clerk