

**VILLAGE OF NORTH UTICA**  
**248 W. Canal St.**  
**North Utica, IL 61373**  
**Special Meeting of the Board of Trustees**  
**May 11, 2023**  
[www.utica-il.gov](http://www.utica-il.gov)

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**AGENDA**

- I. **6:00 p.m.** - Call to Order Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call
- IV. Executive Session
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
- V. Possible Action regarding Executive Session items
  - 1.) The appointment, employment, compensation, discipline, performance or dismissal for specific employees
    - a) Consideration and Possible Action to Approve the amended 2023 Payroll Schedule
  - 2.) Pending Litigation
  - 3.) Purchase/Sale/Lease of Real Property
- VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
  - 1.) Minutes: 04-13-2023; 04-27-2023
  - 2.) April 2023 Financial Stmts / Summary / Revenue Reports
  - 3.) April 2023 Prepays
  - 4.) April 2023 A/P Bills
  - 5.) Purchase of replacement auto-dialer equipment for the Villages' Water / Sewer infrastructure systems in an amount not to exceed \$6,500
- VII. Village Clerk:
  - 1.) Consideration and Possible Action to Cancel the Board Meeting previously scheduled to be held on May 11, 2023 at 7 pm.
  - 2.) Consideration and Possible Action to Cancel the Committee Meeting previously scheduled to be held on May 25, 2023; and to schedule a Special Board Meeting on that same date at 7 pm.
  - 3.) Annual Renewal of MSI Accounting Software & Support with Harris Computer systems in the amount of \$6,850.98
- VIII. Donations / Advertising Requests: Consideration and Possible Recommendation regarding the following requests:
  - 1.) Illinois River Road Scenic Byway - 2023 \$1,000
  - 2.) LaSalle County 4H - 2023 \$ 100
  - 3.) IVAC Steve Brust Golf Outing 6-1-23 \$ 100
  - 4.) Lions of Illinois Foundation Golf Outing 8-5-23 \$ 50
  - 5.) Horizon House Road to Independence 2023 \$ 100
  - 6.) Utica Garden Club / Garden Faire 6-10-23 & 6-11-23 \$1,000

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- 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
- 1.) Update – 2023 Project List
  - 2.) Update - Hitt St. Drainage Project
- XIV. Village Engineer: Update – Upcoming / Ongoing Projects in the Village
- 1.) Update –2023 MFT Road Project
    - a) Consideration and Possible Action on an Ordinance to increase the limit for Hot Mix Asphalt (HMA) Paving (Category 5 in IDOT’s Work Category List) to no more than 3,000 tons in any one Contract (in lieu of the standard 1,200-ton limit) to waive the requirement of ownership of an approved HMA Plant for any Contracts including less than 3,000 tons of asphalt.
    - b) Consideration and Possible Action on a Resolution for the expenditure of the Village of North Utica’s share of Local Rebuild Illinois Bond Funds (RBI) Municipality Allotments in the amount of \$89,102.10 that was received in six (6) allotments through the Rebuild Illinois Program, as distributed through IDOT.
    - c) Consideration and Possible Action on a Resolution for the Village of North Utica’s Commitment of MFT Funds in the amount of \$290,000 for the 2023 MFT Road Project
  - 2.) Update - Johnson St. Drainage Project
    - a) Discussion and Review of Bids received for Concrete work to be performed on Johnson St. for the Johnson St. Drainage Project
    - b) Consideration and Possible Action to Award a Contract for Concrete work to be performed on Johnson St. for the Johnson St. Drainage Project
- XV. Village Attorney:
- 1.) Consideration and Possible Action on amending the Water / Sewer Ordinance regarding the rates for sewer discharge in the Village of North Utica
- XVI. Village President
- 1.) Consideration and Possible Action on a Proclamation recognizing May 20-27, 2023 as Safe Boating Week in the Village of North Utica
  - 2.) Update - Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development
  - 3.) Update - Build Illinois Bond Grant: I & M Canal Rewatering Project
- XVII. Trustee Reports
- 1.) Trustee Reports
- XVIII. Public Comment
- XIX. Adjournment

**Posted: 05-05-2023**

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**MINUTES**

At 6:03 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, Jim Schrader, John Schweickert, Nate Holland and Kylie Mattioda. Also present were Village Attorney Herb Klein, Public Works Director / Zoning Enforcement Officer Curt Spayer and Police Chief Rodney Damron. Village Board Trustee Mary Pawlak, Director of Village Affairs Jamie Turczyn, Village Treasurer Jill Margis and Village Engineer Kevin Heitz were absent from the meeting.

Executive Session: At 6:04 pm it was motioned by Trustee Krizel, seconded by Trustee Schweickert 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

5 Yes

Motion Carried

At 6:28 pm, the meeting was reconvened; Motioned by Trustee Schweickert, seconded by Trustee Mattioda.

5 Yes

Motion carried

It was then motioned by Trustee Krizel, seconded by Trustee Holland to approve the amended 2023 Payroll Schedule.

5 Yes

Motion Carried

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

- 1.)Minutes: 04-13-2023; 04-27-2023
- 1.)April 2023 Financial Stmts / Summary / Revenue Reports
- 2.)April 2023 Prepaids
- 3.)April 2023 A/P Bills
- 4.)Purchase of replacement auto-dialer equipment for the Villages' Water / Sewer infrastructure systems in an amount not to exceed \$6,500

5 Yes

Motion Carried

Village Clerk: It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve the cancellation of the Board Meeting previously scheduled to be held at 7 pm on Thursday, May 11, 2023.

All in Favor

Motion Carried

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MINUTES

It was motioned by Trustee Holland, seconded by Trustee Schweickert to approve the cancellation of the Committee Meeting previously scheduled to be held on May 25, 2023; and to schedule a Special Board Meeting on that same date at 7 pm.

All in Favor  
Motion Carried

It was then motioned by Trustee Mattioda, seconded by Trustee Schweickert to approve the annual renewal of MSI Accounting Software & Support with Harris Computer systems in the amount of \$6,850.98.

5 Yes  
Motion Carried

Donations & Advertising Requests:

Illinois River Road Scenic Byway - It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve a donation in the amount of \$1,000 to Illinois River Road Scenic Byway for 2023.

5 Yes  
Motion Carried

LaSalle County 4H – It was motioned by Trustee Krizel, seconded by Trustee Holland to approve a donation in the amount of \$100 to LaSalle County toward expenses for their 4H program.

5 Yes  
Motion Carried

IVAC– It was motioned by Trustee Mattioda, seconded by Trustee Schweickert to approve a donation in the amount of \$100 to IVAC for the Steve Brust Golf Outing being held on 6-1-23.

5 Yes  
Motion Carried

Lions of Illinois Foundation – It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve a donation in the amount of \$50 to Lions of Illinois Foundation for their annual Golf Outing being held on 8-5-23.

5 Yes  
Motion Carried

Horizon House – It was motioned by Trustee Krizel, seconded by Trustee Schweickert to approve a donation in the amount of \$100 for the 2023 Road to Independence Campaign.

5 Yes  
Motion Carried

Utica Garden Club – It was motioned by Trustee Holland, seconded by Trustee Krizel to approve a donation in the amount of \$1,000 to the Utica Garden Club toward expenses for the 2023 Garden Faire being held in June.

5 Yes  
Motion Carried

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MINUTES

Director of Village Affairs: Absent  
Village Treasurer: Absent

Police Department – Chief Damron: Chief Damron stated that this would be the last time that he would attend a Village meeting as the North Utica Police Chief. He will be retiring and he believes that the Village will be in good hands with the New Chief, James Mandujano. Chief Damron added, “This has been a really great experience and I’ve enjoyed my time here.” Mayor Stewart thanked Chief Damron for everything he has done for the Village and for the North Utica Police Department during the six years he has been the Chief; The Village Board agreed and thanked him for his service to the community.

Building / Zoning Enforcement Officer: NONE

Maintenance Department: Public Works Director Spayer provided a brief update on the projects that the Department is currently focusing on. He stated that the Hitt St. Drainage Project will begin soon; he is waiting for the material list from Engineer Heitz and then they will begin the Project.

Village Engineer: Absent; Mayor Stewart stated that there were some additional Ordinances and Resolutions that the Village Board would need to consider before IDOT will complete their review and grant their approval of the 2023 MFT Road Project.

It was motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an Ordinance to increase the limit for Hot Mix Asphalt (HMA) Paving (Category 5 in IDOT’s Work Category List) to no more than 3,000 tons in any one Contract (in lieu of the standard 1,200-ton limit) to waive the requirement of ownership of an approved HMA Plant for any Contracts including less than 3,000 tons of asphalt. ORD 2023-11

5 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Mattioda to approve a Resolution for the expenditure of the Village of North Utica’s share of Local Rebuild Illinois Bond Funds (RBI) Municipality Allotments in the amount of \$89,102.10 that was received in six (6) allotments through the Rebuild Illinois Program, as distributed through IDOT. R2023-02

5 Yes

Motion Carried

It was then motioned by Trustee Holland, seconded by Trustee Krizel to approve a Resolution for the Village of North Utica’s Commitment of MFT Funds in the amount of \$290,000 for the 2023 MFT Road Project. R2023-03

5 Yes

Motion Carried

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MINUTES

Mayor Stewart also provided a brief update on the Johnson St. Drainage Project - Mayor Stewart stated that the Village had received two bids for the Concrete work that is needed on Johnson St.

Ladzinski Cement Finishing Co.	\$ 55,489.00
Wozniak Concrete Finishing Co.	\$ 68,517.00

The Project has been on the Villages' 'to do' list for several years to address the drainage issues at the end of the street. It was then motioned by Trustee Holland, seconded by Trustee Schweickert to approve the bid submitted by Ladzinski Cement Finishing Co. in the amount of \$ 55,489.00.

5 Yes

Motion Carried

Village Attorney: No action was taken on Village Attorney Item #1 on the Agenda regarding Consideration and Possible Action on amending the Water / Sewer Ordinance regarding the rates for sewer discharge in the Village of North Utica. There was no longer a need to consider an amendment to the Water / Sewer Ordinance regarding rates for sewer discharge in the Village.

Village President: Mayor Stewart requested approval of a Proclamation for Safe Boating Week in the Village. It was motioned by Trustee Schweickert, seconded by Trustee Holland to approve a Proclamation recognizing May 20 – 27, 2023 as Safe Boating Week in the Village of North Utica.

5 Yes

Motion Carried

Mayor Stewart then provided a brief update on the status of the Grants that the Village has been awarded for the Mini Mill St. Shops Development and the I & M Canal Rewatering Project.

Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development – Mayor Stewart has reached out to NCICG; the Grant Agreement should be received soon. Once the Agreement is received, we will be able to move forward with the Project.

Build Illinois Bond Grant: I & M Canal Rewatering Project – There have been no updates on the status of the Build Illinois Bond Grant yet.

Trustee Reports: NONE

Public Comment: NONE

With no additional business, the meeting was adjourned at 6:44 pm. Motioned by Trustee Schweickert, seconded by Trustee Schrader.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk