

VILLAGE OF NORTH UTICA
248 W. Canal St.
North Utica, IL 61373
Special Meeting of the Board of Trustees
July 11, 2023
www.utica-il.gov

AGENDA

- I. **6:00 p.m.** - Call to Order Special Village Board Meeting
- II. Pledge of Allegiance
- III. Roll Call

- IV. Appointment of Village of North Utica Board Trustee
 - 1.) Oath of Office: Appointed Village Board Trustee

- V. Appearance Request: Mr. Darin Clark, Maguire Iron Company re: Information and discussion regarding repairs and maintenance needed on the Village of North Utica Water Towers
 - 1.) Consideration and Possible Action on an estimate to repaint and repair the Village of North Utica Water Tower located at 600 Norman St. at a cost not to exceed \$380,000
 - 2.) Consideration and Possible Action to authorize the Village President to enter into a Contract with Maguire Iron Company for a Maintenance Program, as presented, for regular maintenance services on the Village of North Utica Water Tower located at 600 Norman St.

- VI. Consent Agenda: Consideration and Possible Action for the Approval of a Consent Agenda including the following items:
 - 1.) Minutes: 06-15-23
 - 2.) June 2023 Financial Stmt's / Summary / Revenue Reports
 - 3.) June 2023 Prepaids
 - 4.) June 2023 A/P Bills

- VII. Village Clerk:
 - 1.) Consideration and Possible Action to cancel the regular Board Meeting previously scheduled to be held on Thursday, July 13, 2023

- VIII. Director of Village Affairs:
 - 1.) Update on Utica Business Association
 - 2.) Update on upcoming Village Events
 - 3.) Consideration and Possible Action to approve the Corn Roast Event being held by Bruce & Ollie's and Country Kids Produce on July 14, 2023 on Church St. from 5 pm – 8 pm.
 - 4.) Consideration and Possible Action to approve a Road Closure of Church St. from Mill St. to Vine St. from 4:00 pm to 9:00 pm for the Corn Roast Event being held on July 14, 2023.

- IX. Village Treasurer

- X. Police Department – Chief Mandujano

- XI. Building / Zoning Enforcement Officer
- XII. Maintenance Department: Update – Upcoming / Ongoing Projects in the Village
 - 1.) Update – 2023 Project List
 - 2.) Update - Hitt St. Drainage Project
 - 3.) Update – Hydrant Flushing Schedule
 - 4.) Consideration and Possible Action on the purchase of a 2014 Vactor Truck in an amount not to exceed \$140,000

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XIII. Village Engineer: Update – Upcoming / Ongoing Projects in the Village

- 1.) Update – 2023 MFT Road Project
- 2.) Update - Johnson St. Drainage Project

XIV. Village Attorney

XV. Village President:

- 1.) Update - Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development
 - A. Consideration and Possible Action to approve a Request for Proposal (RFP) and to Appoint an Engineering Firm to perform Engineering Services for the Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development
- 2.) Update - Build Illinois Bond Grant: I & M Canal Rewatering Project
- 3.) Consideration and Possible Action regarding a Proclamation for the 2023 National Payroll Week
- 4.) Committee Assignments

XVI. Committee & Trustee Reports:

- 1.) Committee Reports:
 - A. I & M Canal 175th Anniversary Committee
 - a. Consideration and Possible Action to approve a Junior Ranger Day to be held by the Village of North Utica and LaSalle County Historical Society on a future date to be determined and at a cost not to exceed \$3,000
- 2.) Trustee Reports

XVII. Executive Session:

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

XVIII. 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

XIX. Public Comment

XX. Adjournment

Posted: 07-07-2023

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MINUTES

At 6:04 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, Village Engineer Kevin Heitz, Public Works Director / Zoning Enforcement Officer Curt Spayer, Police Chief James Mandujano, Director of Village Affairs Jamie Turczyn and Village Treasurer Jill Margis.

Appointment of Village of North Utica Board Trustee: Mayor Stewart asked for a Board Motion to confirm the Appointment of Mr. Pete Pawlak as a Village Board Trustee. Mr. Pawlak is the son of former Trustees Ron and Mary Pawlak. Both were dedicated to the Village of North Utica and both served the community as a Village Board Trustee for approx. 30 years. In May 2023, Trustee Mary Pawlak unexpectedly passed away during her current Term in Office; Pete will be finishing this Term as an Appointed Village Board Trustee through May 2025. It was then motioned by Trustee Holland, seconded by Trustee Schweickert to approve the Appointment of Pete Pawlak to the Office of Village Board Trustee.

5 Yes

Motion Carried

Mayor Stewart administered the Oath of Office to Trustee Pete Pawlak and he was welcomed by the Board.

Appearance Request: Mr. Darin Clark, Maguire Iron Company re: Information and discussion regarding repairs and maintenance needed on the Village of North Utica Water Towers. Mr. Clark provided a power point presentation regarding repairs and maintenance needed on the Village of North Utica Water Towers. The presentation showed images of the current appearance and issues of the Water Tower located at 600 Norman St. Mr. Clark inspected the Tower and has documented several areas inside the Tower that will require repair. He showed photos of areas that are rusting and showing considerable wear and he explained repairs that will be needed, timelines for such and the general process. Maguire Iron Company specializes in repairs and maintenance of Water Towers and has provided services throughout the United States. Mr. Clark stated that both the interior and exterior of the Water Tower will require cleaning, and repairs and ongoing maintenance. The smaller Water Tower located near Neighbor's Park was built in 1991 and repainted in 2005. The paint is blistered and there is corrosion on the steel and there is also a film on the interior that is caused by the generator running inside. Maguire Iron Company builds and maintains Water Towers and can office Level Two and N.A.C.E. Inspectors, 100 years of experience in the industry they follow OSHA safety standards on all projects.

Trustee Schweickert asked Mr. Clark what the timeline would be for the repairs and exterior painting on the small Water Tower.

Mr. Clark stated that he would estimate that the project would take four to six weeks to complete and a temporary tank will be brought onsite prior to beginning the project.

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Trustee Pawlak asked if a heavier undercoat would be necessary around the ‘ring’ of the tower. Mr. Clark answered, “No; the tower should self-clean and wash itself from rain”.

Mr. Clark also stated that there is testing that is done to determine whether sandblasting needs to be done before painting. Adhesions testing and the thickness of the current paint will determine if they will need to sandblast the tower.

The repairs inside are going to require some sandblasting. The ladder inside needs at least six rungs repaired and some of the steel inside is separating and corroded.

Trustee Holland asked if there is a high iron content in the water causing corrosion. Engineer Heitz stated that the water is treated so iron content should not be an issue.

Mr. Clark explained that Maguire Iron Company offers Maintenance Agreements that can provide regular maintenance, cleaning and repairs to further extend the life of the tower. Several options and cost estimates were provided and briefly discussed.

Trustee Holland asked Mr. Clark if he had inspected the larger Water Tower located along Rt. 6 yet. Mr. Clark answered, “No, but we are willing to do that to provide more information.”

Trustee Holland stated that he could see the benefits of having a Maintenance Agreement in place because regular maintenance can help manage the exterior and interior repairs as they come up and are needed, including cleaning of the towers.

Mayor Stewart thanked Mr. Clark for attending the meeting and providing some insight into the current condition of the Towers and the Village will get back to him after the Board takes some time to further review the matter and to consider the cost of services as well as the cost to enter into a renewable Maintenance Agreement for one or both of the towers.

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

- 1.) Minutes: 06-15-23
- 2.) June 2023 Financial Stmts / Summary / Revenue Reports
- 3.) June 2023 Prepaids
- 4.) June 2023 A/P Bills

6 Yes
Motion Carried

Village Clerk: It was motioned by Trustee Holland, seconded by Trustee Krizel to cancel the regular Board Meeting previously scheduled to be held on Thursday, July 13, 2023.

6 Yes
Motion Carried

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

Fireworks Event - The Village Fireworks event went well; the event was well attended and everyone had a great time.

Corn Roast Event- It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve the Corn Roast Event being held by Bruce & Ollie's and Country Kids Produce on July 14, 2023 on Church St. from 5 pm – 8 pm.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Holland to approve a Road Closure of Church St. from Mill St. to Vine St. from 4:00 pm to 9:00 pm for the Corn Roast Event being held on July 14, 2023.

6 Yes

Motion Carried

Village Treasurer: NONE

Police Department – Chief Mandujano: Chief Mandujano provided a brief update on the North Utica Police Department.

Car Show Event - The event went well and there were no issues.

Fireworks Event – The event went well and traffic moved very smoothly after the event. Chief Mandujano stated that LaSalle County EMA (Emergency Management Agency) provided additional support for the event; five members came and helped and they also indicated that they would be open to assisting the Village with other events. Chief and Lt. Quinn asked if the Village Board would consider making a donation to LaSalle County EMA for their participation in the North Utica Events. The Board agreed that they would consider making a donation and the Clerk will list the item on the next meeting Agenda for Board Approval.

Trustee Krizel asked Chief Mandujano about what can be done about the increase in ATV's and golf carts in town. They are riding on Rt. 178 more frequently even though they are not supposed to ride on that road.

Chief Mandujano stated that when anyone comes in to obtain a permit for a Golf Cart or ATV, an officer inspects the vehicle and goes over safety precautions and where the vehicle can be driven in the community. If an officer sees someone driving an ATV or Golf Cart on Rt. 178, they try to stop them and let them know that this isn't a road that they are permitted to drive on. Citizens are permitted to drive on Village streets, not on Rt. 178. They are permitted to cross Rt. 178 from east to west but they are not permitted to travel north and south on Rt. 178. If anyone questions how to get from Hallet road to the downtown, we would rather have them carefully drive that short distance on the sidewalk and then cross over onto the Village's streets instead of traveling directly on Rt. 178.

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Trustee Krizel also asked Chief Mandujano about the trucks that are coming through the Village and they don't have their trailer tarped to prevent them from losing gravel, sand or seed etc. Chief Mandujano stated that his officers are instructed to watch for this and they will stop the truck if they see that they are not tarped.

Building / Zoning Enforcement Officer: NONE

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

Hitt St. Drainage Project – The project is going well and should be completed within 3 weeks, weather permitting.

The Maintenance Dept. is also working on some striping and sealing projects in town.

There is also a tentative schedule for Hydrant Flushing beginning on July 31st. Clerk Gbur stated that a Code Red notification will be issued prior to the start of the Hydrant Flushing, and a copy of the schedule will be posted at the Village Hall, the Utica Post Office and on the Village Website as well as being published in the News Tribune.

The item regarding the purchase of a 2014 Vactor Truck in an amount not to exceed \$140,000 was Tabled; Motion made by Trustee Holland, seconded by Trustee Schweickert.

6 Yes

Motion Carried

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

2023 MFT Road Project – Advanced Asphalt is almost finished with the project and they just have a few loose ends to tie up. At the next meeting we will discuss a Pay Estimate to pay for a portion of the project.

Clark's Hill – The project on Clark's Hill was needed for a little while now and the finished area looks great.

Johnson St. Drainage – The Project has been completed.

Engineer Heitz thanked IDOT for the Tree Trimming along Rt. 178 that was completed.

Village Attorney: NONE

Village President: Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development RFP to perform Engineering Services for the Project:

It was motioned by Trustee Pawlak, seconded by Trustee Schrader to approve a Request for Proposal (RFP) and to Appoint New Heitz Engineering to perform Engineering Services for the Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development.

6 Yes

Motion Carried

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Update – Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development:
Mayor Stewart stated that the Village has committed \$250,000 toward the Project which the Village will need to pay out first and then submit for reimbursement. We are still waiting for the Agreement and once that has been received, we can begin the design process.

The tentative schedule is as follows: Design complete by October 1, 2023; Seek Bids for the Construction Project by November 1, 2023; Begin the Construction Project to build the property out of the flood plain by December 1, 2023, weather permitting. We hope to have the buildings constructed by early Spring / Summer.

Trustee Krizel asked who would be responsible for the design of the buildings.

Mayor Stewart stated that this would be part of the scope of the Engineering Design.

Trustee Krizel then stated that resident and Former Board Trustee and Mayor, Gloria Alvarado asked that a Victorian Style building comprised of three different colors be considered when designing the buildings.

Engineer Heitz stated that the Rebuild Project will become his main focus as we move forward.

I & M Canal; Build IL Bond Project to re-water the Canal:

Mayor Stewart stated that the Village is still waiting for paperwork and there have been no additional updates.

Payroll Week 2023: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to approve a Proclamation for the 2023 National Payroll Week.

6 Yes

Motion Carried

Committee Assignments: Mayor Stewart went over the Committee Assignments for the Board.
Rt. 178 South Business District Committee – Trustee Mattioda and Trustee Pawlak.

Zoning Review Committee- Trustee Schweickert and Trustee Holland.

175th Anniversary of the I & M Canal Committee- Trustee Krizel and Trustee Schrader.

Trustee Krizel provided a Committee update. She stated that there will be a Junior Ranger Day in August, tentatively August 3, 2023. LaSalle County Historical Society is also participating in the event. They are trying to find a Ranger that would come and speak to the kids, and they will tour the Museum, the School House, the Blacksmith Shop and provide lunches from John & Rina's. The approximate budget is \$2,000. It was motioned by Trustee Schweickert, seconded by Trustee Mattioda to approve the budget in the amount of \$2,000 for the Junior Ranger Day being held in August 2023.

6 Yes

Motion Carried

Trustee Reports:

Trustee Krizel asked about a parking issue near Nonie's Bakery. Some people are parking parallel along the road creating a hazard with pulling out of Nonie's parking lot. Trustee Krizel asked if the Village could install a no parking sign in that area. Chief Mandujano will look at the area.

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Trustee Pawlak thanked everyone for welcoming him and he is happy to be a part of the Village Board.

Trustee Schrader stated that a portable restroom that has been placed behind the Bickerman Building along the alley has created a potential issue. The door came open when someone was exiting the unit and it almost knocked someone over. Mayor Stewart had also received some calls regarding the restroom and will look into the matter further.

Executive Session: NONE

Public Comment: NONE

With no additional business, it was motioned by Trustee Schweickert, seconded by Trustee Holland to adjourn the meeting at 7:45 pm.

All in Favor
Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk