

VILLAGE OF NORTH UTICA
248 W. Canal St., North Utica, IL 61373

Committee of the Whole Meeting

July 27, 2023
www.utica-il.gov

AGENDA

- I. **6:00 p.m. - Call to Order**
- II. Pledge of Allegiance
- III. Roll Call
- IV. Village Clerk
 - 1.) Discussion regarding Music & Entertainment on Mill St. during Outdoor Dining Season
 - a) Consideration and Possible Recommendation of a Donation in the amount of \$1033 to the 'Music on Mill St. Group' toward the expense for providing the insurance for the Music and Entertainment performing on Mill St. for the remainder of the 2023 Outdoor Dining Season
- V. Director of Village Affairs
 - 1.) Update on Utica Business Association
 - 2.) Update on upcoming Village Events
 - 3.) Discussion and Possible Recommendation regarding Village of North Utica Water / Sewer / Utility Rates
- VI. Village Treasurer
- VII. Police Department: Chief Mandujano
 - 1.) Consideration and Possible Recommendation of a Donation to LaSalle County Emergency Management Agency (LS County EMA) for services provided to the Village of North Utica during community events.
- VIII. Building / Zoning Enforcement Officer
- IX. Maintenance Department/ Public Works Director
 - 1.) Update - Ongoing / upcoming projects in the Village
 - 2.) Update – 2023 Project list
 - 3.) Update – Status of the Hitt St. Drainage Project
 - 4.) Discussion and Possible Recommendation regarding the Painting / Cleaning / Repairs & Maintenance of the North Utica Water Towers
 - 5.) Discussion regarding Bioaugmentation of the Wastewater Treatment System
 - a) Consideration and Possible Recommendation to authorize the Village President to enter into a Contract between the Village of North Utica and H.R. Green to provide services related to Bioaugmentation of the Villages' Wastewater Treatment System

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X. Village Engineer

- 1.) Update – Upcoming / Ongoing Projects in the Village
- 2.) Update – Status of the I & M Canal Re-Watering Project
- 3.) Update – 2023 MFT Road Project
 - a) Consideration and Possible Recommendation on the approval of Pay Estimate #1 to Advanced Asphalt for services provided for the 2023 MFT Road Project

XI. Village Attorney

XII. Village President

- 1.) Update on the Rebuild Illinois Downtown & Main Streets Grant; ‘Mini Mill St. Shoppes’ Development Project
- 2.) Consideration and Possible Recommendation to authorize the Village President to enter into and Intergovernmental Cooperation Agreement in support the efforts of the City of Ottawa to obtain Community Development Block Grant (CDBG) funds from the Illinois Department of Commerce and Economic Opportunity for the Business Resiliency Program to be utilized for projects located within the Village of North Utica.

XIII. Committee / Trustee Reports

- 1.) Committee Assignment Updates:
 - a) 175th I & M Canal Anniversary Committee
 - b) South Business District Committee
 - c) Commercial Zoning District Review Committee
- 2.) Trustee Reports

XIV. Executive Session

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

XV. 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

XVI. Public Comment

XVII. Adjournment

Posted: 07-24-2023

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MINUTES

At 6:00 pm the meeting was called to Order by Village President David Stewart who then led the Pledge of Allegiance. Village Clerk Laurie Gbur was unable to attend the meeting therefore, Director of Village Affairs, Jamie Turczyn recorded the meeting attendance. Present at the meeting were Trustees Jim Schrader, John Schweickert, Nate Holland and Kylie Mattioda. Also present were Village Engineer Kevin Heitz, Public Works Director / Zoning Enforcement Officer Curt Spayer, Police Chief James Mandujano and Village Treasurer Jill Margis. Trustee Debbie Krizel and Village Attorney Herb Klein were absent from the meeting.

It was motioned by Trustee Schrader, seconded by Trustee Schweickert to appoint Director of Village Affairs Jamie Turczyn as Clerk Pro-Tem for the meeting.

All in Favor

Motion Carried

Donation: It was motioned by Trustee Schrader, seconded by Trustee Holland to recommend approval of a Donation in the amount of \$1033 to the 'Music on Mill St. Group' toward the expense for providing the insurance for the Music and Entertainment performing on Mill St. for the remainder of the 2023 Outdoor Dining Season. It was noted that the donation was being made for the remainder of the 2023 Season only. The Insurance expense for the Music on Mill St. for the 2024 Season would need to be further discussed among the Music on Mill St. Group.

5 Yes

Motion Carried

Director of Village Affairs: Director Turczyn provided information regarding We Care Recycling.

Water / Sewer Utility Rate Discussion: A brief discussion was held regarding water / sewer rates in the Village as well as the surrounding communities. Through some exploration and review, we have realized that the Village has been expending more money out than the revenue that is coming in with the current assessed water / sewer rates. The Village will review and discuss the water / sewer rates further at the next meeting.

Village Treasurer: NONE

Police Dept. – Chief Mandujano: Chief Mandujano stated that the portable radios have come in and the radar units arrived earlier that day.

It was then motioned by Trustee Holland, seconded by Trustee Pawlak to recommend approval of a donation in the amount of \$500 to LaSalle County Emergency Management Agency (EMA).

5 Yes

Motion Carried

Building / Zoning Enforcement Officer: NONE

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

Striping – The department is re-striping Hallet Road.

Hitt St. – There were two water service issues that needed attention, so next the department will be getting back to the Hitt St. Drainage Project.

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Water Tower Discussion: The Village is going to obtain additional estimates and information before making any decisions. The matter will be further discussed at the next meeting.

Bioaugmentation in the Village Wastewater Treatment System - A bioaugmentation system can inject bacteria into the Wastewater Treatment system in the Loves Lift Station and it will clean the system. HR Green has provided a proposal to install bioaugmentation to improve the system. We would not need to use as many chemicals to treat the system and we would not have to aerate the system. The cost is \$4,000 per month; there is a 60 day trial which cost \$4,000 (Non-refundable deposit) and a \$7,500 mobilization one-time fee.

It was motioned by Trustee Schrader, seconded by Trustee Holland to recommend authorizing the Village President to enter into a Contract with HR Green to install Bioaugmentation in the Village of North Utica Wastewater Treatment System. It was noted that since this is a Contract, the Board would need to approve an Ordinance regarding such.

5 Yes

Motion Carried

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

2023 MFT – It was motioned by Trustee Schrader, seconded by Trustee Schweickert to recommend approval of a Pay Estimate in the amount of \$275,000 to Advanced Asphalt for services provided for the 2023 MFT Road Project.

4 Yes

1 Abstain (Pawlak)

Motion Carried

I & M Canal – The application has been completed and was sent to IDNR. It could be approx. 4 – 6 months before the Village hears back.

Village Attorney: NONE

Village President:

Rebuild Grant – Mayor Stewart stated that Engineer Heitz will be moving forward to work on the design for the Mini Mill St. Shops Grant Project.

Committee Reports:

175th Anniversary of the I & M Canal Committee – August 26, 2023 is Junior Ranger Day

South Business District Committee – None

Zoning Review Committee – Trustees Schweickert and Holland will be meeting to discuss on August 11, 2023. An update will be provided after they have had a chance to discuss the matter.

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Executive Session: NONE

Trustee Reports: NONE

Public Comment: NONE

With no additional business the meeting was adjourned at 6:54 pm. Motion made by Trustee Schrader and seconded by Trustee Pawlak.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk