

VILLAGE OF NORTH UTICA
248 W. Canal St. North Utica, IL 61373
Meeting of the Board of Trustees
September 14, 2023

www.utica-il.gov

AGENDA

- I. **5:00** p.m. - Call to Order Regular Village Board Meeting
- 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: 08-10-2023; 08-24-2023
 - 2.) August 2023 Financial Stmts / Summary / Revenue Reports
 - 3.) August 2023 Prepaids
 - 4.) August 2023 A/P Bills

- V. Village Clerk

- VI. Director of Village Affairs
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
 - 3.) Consideration and Possible Action on the Purchase of additional Holiday Decorations at a cost not to exceed \$8,000

- VII. Village Treasurer
 - 1.) Consideration and Possible Action on an Ordinance approving the Annual Treasurer's Report for the FY ending 3-31-2023

- VIII. Police Department – Chief Mandujano

- IX. Building / Zoning Enforcement

- X. Maintenance Department / Public Works Director
 - 1.) Update –Upcoming / Ongoing projects in the Village
 - 2.) Update –2023 Project List
 - 3.) Update - Replacement of the 2019 John Deere Mower
 - A. Consideration and Possible Action on the Purchase and 36-month Finance of a new 2024 John Deere Mower and related Equipment at a cost not to exceed \$ 110,000
 - 4.) Further Discussion regarding the Painting / Cleaning / Repairs & Maintenance of the North Utica Water Towers

- XI. Village Engineer
 - 1.) Update –Upcoming / Ongoing projects in the Village
 - 2.) Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development Project
 - 3.) Update –Hitt St. Drainage Project

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XII. Village Attorney

- 1.) Consideration and Possible Action on an Ordinance Amending the Village of North Utica Raffle License Ordinance regarding related to Regulations and Fees
- 2.) Consideration and Possible Action on an Ordinance Approving the Second Amendment to the Village of North Utica TIF Agreement with DRK, LLC

XIII. Village President

- 1.) Consideration and Possible Action on an Ordinance Authorizing the Village President to enter into a Lease Agreement between the Village of North Utica and IDNR for Maintenance and Improvements to a certain portion of the I & M Canal
- 2.) Update - Build Illinois Bond Grant: I & M Canal Rewatering Project
- 3.) Consideration and Possible Action to Authorize the Village President to submit an application through NCICG seeking an LSLI Grant for Lead Service Line Inventory of the Village of North Utica Water / Sewer Infrastructure
- 4.) Update - Rebuild Downtown & Main Street Grant: Mini Mill St. Shop Development

XIV. 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

XV. Public Comment

XVI. Executive Session

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

XVII. 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

XVIII. Adjournment

REVISED 09-11-2023

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MINUTES

At 5:05 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, John Schweickert, Nate Holland, Kylie Mattioda, Debbie Krizel, Pete Pawlak and Jim Schrader. Also present were Village Attorney Herb Klein, Village Engineer Kevin Heitz, Director of Village Affairs Jamie Turczyn and Village Treasurer Jill Margis. Public Works Director / Zoning Enforcement Officer Curt Spayer, Police Chief James Mandujano were absent from the meeting.

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

- 1.) Minutes: 08-10-2023; 08-24-2023
- 2.) August 2023 Financial Stmts / Summary / Revenue Reports
- 3.) August 2023 Prepaids
- 4.) August 2023 A/P Bills

6 Yes

Motion Carried

Village Clerk: NONE

Director of Village Affairs: Director Jamie Turczyn provided an update on the upcoming events being held in the Village;

Vintage Wine Fest – 9-16-23 & 9-17-23

Car Show and Annual Burgoo Festival - 10-7-23 & 10-08-23

Holiday Decorations – It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve the purchase of additional Holiday Decorations (lighted candy canes) to be displayed on the light poles along Rt. 178, south of the I & M Canal at a cost not to exceed \$6,000.

6 Yes

Motion Carried

Village Treasurer: Village Treasurer Jill Margis presented the Annual Treasurer's Report. It was then motioned by Trustee Pawlak, seconded by Trustee Schrader to approve the Annual Treasurer's Report for the FY ending 3-31-2023, as presented.

6 Yes

Motion Carried

Police Department: In the absence of Police Chief Mandujano who was attending Training, Lt. Jay Quinn provided a brief update on the Department. Lt. Quinn stated that the Department was working on the plans for parking and traffic control for the upcoming Vintage Wine Fest being held on 9-16-23 & 9-17-23.

Building / Zoning Enforcement Officer: NONE

Maintenance Department: In the absence of Public Works Director Spayer, Mayor Stewart provided a brief update on the Maintenance Department. Currently they are working to finish the drainage project on Hitt St. Once that has been completed, they will get back to working on the 2023 Project List.

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Mayor Stewart then provided an update on the 2014 John Deere Tractor that the Village purchased for maintenance of the I & M Canal path. The Tractor has an issue with the transmission and is not repairable. Prairie State Tractor in Streator will take the tractor on trade toward the purchase of a new 2023 John Deere Tractor. The trade in value would be \$15,000; the cost for the new 2023 Tractor, including a loader attachment, would be \$121,500. The Village can finance the tractor over 36 months at 0.9 %. The Bush Hog equipment attachment will work with the new tractor so the Village will not have to purchase another one. It was then motioned by Trustee Schweickert, seconded by Trustee Holland to approve the purchase of a 2023 John Deere Tractor, with the trade in of the 2014 John Deere Tractor, at a cost not to exceed \$110,000 and financed over 36 months.

6 Yes

Motion Carried

Further Discussion regarding the Painting / Cleaning / Repairs & Maintenance of the North Utica Water Towers – this item was Tabled; Motioned by Trustee Holland, seconded by Trustee Pawlak.

All in Favor

Motion carried

Village Engineer: Engineer Heitz provided a brief update on the ongoing and upcoming projects in the Village. Hitt St. – The Village had to utilize Pohar Excavating to get through the solid rock in order to install the drainage pipe. We will need to seek bids on the concrete and asphalt work to complete the project. Engineer Heitz is working on the survey to prepare the design and bid documents and he is hopeful that the project will be completed this year before the weather turns colder.

Mini Mill St. Shops Project Design – Once the Hitt St. Project Design is completed, Engineer Heitz will begin to modify the concept plans for the Mini Mill St. Shops Design to add as much as possible to be able to utilize all of the Grant Funding.

2023 MFT Road Project – The contractor, Advanced Asphalt, is putting together the final quantities. Once that has been submitted, we can move forward with that final payment for the project.

Village Attorney: Discussion was held about the Village's Raffle License Ordinance. Fees and the number of Licenses permitted for a Progressive Raffle such as the Queen of Hearts, were discussed. It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an Ordinance amending the Raffle License Ordinance, to create a fee in the amount of \$50 per License; to allow for two (2) Progressive Raffles annually by an organization, however only one (1) License will be issued at a time. ORD 2023-26

6 Yes

Motion Carried

TIF 2nd Amendment; Agreement between the Village of North Utica and DRK, LLC – It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve an Ordinance authorizing a 2nd Amendment to the TIF Agreement between the Village of North Utica and DRK, LLC; adding Skoog's Pub & Grill, Inc. as a developer. ORD 2023-27

6 Yes

Motion Carried

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I & M Canal – It was motioned by Trustee Holland, seconded by Trustee Schweickert to approve an Ordinance for the renewal of the 5 year Lease Agreement between the Village of North Utica and IDNR for the continued Maintenance of the I & M Canal Path. ORD 2023-28

6 Yes

Motion Carried

Village President: Mayor Stewart provided a brief update on the status of the Awarded Grants and Grant Applications.

Rebuild IL Downtowns & Main Streets Grant: Tentatively by the middle of October we should be ready to have an open house to present the preliminary design plans for the Mini Mill St. Shops Project. The target date for the open house would be October 16th however, we may need to move it into the following week as we are still working on finishing the plans for repaving and concrete work on the Hitt St. Drainage Project.

Engineer Heitz added, “Public restrooms that would be closer to the downtown area are of interest to the businesses on Mill St. so we may be able to look at a pre-built option for something like that and this could be included in the design plans for that Project as well.”

Mayor Stewart agreed and stated, “Restrooms downtown have been something that has been brought up by the businesses for a long time so if there is a chance to include them in this project, now would be the time to do that while everything in that area is being developed for the Mini Shops.”

The Board agreed.

Build Illinois Bond Grant - I & M Canal Rewatering Project: We are still waiting to hear something back on the plans that were submitted; we may not hear anything for several months.

LSLI Grant Application – Lead Service Line Inventory: It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to Authorize the Village President to submit an application through NCICG, seeking an LSLI Grant for Lead Service Line Inventory of the Village of North Utica Water / Sewer Infrastructure.

6 Yes

Motion Carried

Committee / Trustee Reports: NONE

Public Comment: NONE

Executive Session: NONE

With no additional business, the meeting was adjourned at 5:29 pm; Motioned by Trustee Schweickert, seconded by Trustee Schrader.

All in Favor

Motion carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk