

**VILLAGE OF NORTH UTICA**  
**248 W. Canal St. North Utica, IL 61373**  
**Meeting of the Board of Trustees**  
**February 8, 2024**

[www.utica-il.gov](http://www.utica-il.gov)

**AGENDA**

- I. **6:00** p.m. - Call to Order 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: 01-09-24; 01-25-24
  - 2.) January 2024 Financial Stmtts / Summary / Revenue Reports
  - 3.) January 2024 Prepays
    - a) Including a payment in the amount of \$4,800 for the purchase of a 1987 Vactor Truck
  - 4.) January 2024 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.) Update on the Cadott Sign System
- VII. Village Treasurer
- 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 –2024 Project List
  - 3.) Update –Water Tower Maintenance
  - 4.) Consideration and Possible Action to Approve repairs to the Vactor Truck in an amount not to exceed \$10,000
- XI. Village Engineer
  - 1.) Update –Upcoming / Ongoing projects in the Village
- XII. Village Attorney

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XIII. Village President

- 1.) Update on the Rebuild Illinois Downtown & Main Streets Grant; Mini Mill St. Shop Development Project
- 2.) Update on the Build IL Bond Grant; I & M Canal Re-watering Project
- 3.) Update on the Design Plans for the Village Administrative Building Parking Area and the North Entrance

XIV. 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

XVIII. Adjournment

Posted 02-02-2024

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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 absent from the meeting. Director of Village Affairs Jamie Turczyn 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, and Police Chief James Mandujano, Public Works Director / Zoning Enforcement Officer Curt Spayer and Village Treasurer Jill Margis.

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.

6 Yes

Motion Carried

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

1.) Minutes: 01-09-24; 01-25-24

2.) January 2024 Financial Stmts / Summary / Revenue Reports

3.) January 2024 Prepays

a) Including a payment in the amount of \$4,800 for the purchase of a 1987 Vactor Truck

4.) January 2024 A/P Bills

6 Yes

Motion Carried

Village Clerk: NONE

Director of Village Affairs: Director Turczyn reminded everyone that the 2024 Winter Wine Walk would be held on 2-10-24. Jamie also stated that she will be moving forward to order the sign that provides individual panels that will be utilized to advertise some of the Villages' Businesses.

Village Treasurer: NONE

Police Department: Chief Mandujano stated that the Department had been working on a few investigations as well as getting ready for upcoming events.

Building / Zoning Enforcement Officer: NONE

Maintenance Department: Public Works Director Spayer provided a brief update on the Department. Director Spayer stated that the 2024 Project List is being finalized and can be further discussed at the next meeting.

Water Tower Maintenance – The Contract has been executed and we are just waiting for Maguire Iron to determine when the work will begin.

Vactor Truck – It was motioned by Trustee Schweickert, seconded by Trustee Holland to approve repairs to the Vactor Truck blower motor in an amount not to exceed \$10,000.

6 Yes

Motion Carried

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

I & M Canal Rewatering Project - Engineer Heitz stated that the Village has responded to IDNR and we are now waiting on the next steps.

Mini Mill St. Shops – Engineer Heitz stated that he is working on the design plans for the project and he will be meeting with Mayor Stewart to finalize the design details. The first building is being constructed and will be delivered to the Village so that we can look at it to determine if any changes are needed before the additional buildings are constructed.

Village Attorney: NONE

Village President: Mayor Stewart stated that he had been meeting with HR Green to discuss the plans for parking and the design of the north entrance to the Village Administrative Building.

Committee / Trustee Reports: NONE

Public Comment: NONE

Executive Session: It was motioned by Trustee Schrader, seconded by Trustee Pawlak to enter into Executive Session at 6:30 pm 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

All in Favor  
Motion Carried

At 6:54 pm, the meeting was reconvened; Motioned by Trustee Schweickert, seconded by Trustee Krizel.

All in Favor  
Motion Carried

It was motioned by Trustee Krizel, seconded by Trustee Schweickert to approve the 2-8-24 Payroll Schedule.

6 Yes  
Motion Carried

With no additional business, the meeting adjourned at 6:55 pm; Motioned by Trustee Schrader, seconded by Trustee Schweickert.

All in Favor  
Motion Carried

Respectfully submitted,

Laurie A. Gbur  
Village Clerk