

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

Meeting of the Board of Trustees

April 11, 2024

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: 02-08-24; 02-26-24; 03-12-24; 03-14-24; 03-26-24
 - 2.) March 2024 Financial Stmts / Summary / Revenue Reports
 - 3.) March 2024 Prepaids
 - 4.) March 2024 A/P Bills
 - 5.) Approval of the Board Recommendations from the 03-26-24 Committee Meeting as follows:
 - a) Appointment of Hopkins & Associates to perform the Annual Fiscal Year Audit for period ending 3-31-2024 at a cost of \$9,900.
 - b) Approval of a Vendor Permit for August Hill Winery to bring in a Lobster Food Truck on Mill St. for their Wine Club Event being held on Saturday, June 22, 2024 from 11 am to 7 pm.
 - c) Approval of the road closure of Church St. from Mill St. to Vine St. from 10 am to 10 pm for the annual Oktoberfest Event being held from 12 pm to 6 pm on September 28, 2024.
 - d) Approval of a Car Show to be held by the LaSalle County Cruisers Inc. Car Club in front of the Village Administrative Building on May 19, 2024 from 10 am to 2 pm; this will include the road closure of portions of both Canal St. and Division St. for the event
 - e) Approval of the purchase of (4) AED units to replace the units currently located in the Police Department vehicles and in the Village Hall, at a cost not to exceed \$5,993.
 - f) Approval of a Proclamation regarding April 4, 2024 as Junior Achievement Day in the Village of North Utica.
 - g) Approval of a donation in the amount of \$50 to the Utica Fireside White Sox Club.
- V. Village Clerk
- VI. Donations & Advertising Requests: Consideration and Possible Action on the following requests:
 - 1.) LP High School Foundation – Trivia Night 4-20-24 Donation: \$100
 - 2.) American Red Cross Donation: \$100
- VII. Director of Village Affairs
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
- VIII. Village Treasurer

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- IX. Police Department – Chief Mandujano
- X. Building / Zoning Enforcement
- XI. Maintenance Department / Public Works Director
 - 1.) Update –Upcoming / Ongoing projects in the Village
 - 2.) Update –2024 Project List
 - 3.) Update –Schedule for Water Tower Maintenance
- XII. Village Engineer
 - 1.) Update –Upcoming / Ongoing projects in the Village
 - 2.) Update – Status of the Mini Mill St. Shop Development Project Design
- XIII. Village Attorney:
 - 1.) Consideration and Possible Action on an Ordinance amending the Vendor Ordinance to increase the number of Vendor Permits issued for the Annual Craft Beer Festival, up to six (6) permits, for the purpose of having Food Trucks at the event.
 - 2.) Consideration and Possible Action on an Ordinance amending the Liquor Ordinance regarding Temporary Event Liquor Licenses.
 - 3.) Consideration and Possible Action on an Ordinance regarding the Reallocation of the Village of North Utica Bond Volume Cap to the Upper Illinois River Valley Development Authority (UIRVDA)
- XIV. 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.) Consideration and Possible Action on a Proclamation for A.B.A.T.E. recognizing May 2024 as Motorcycle Awareness month in the Village of North Utica
 - 4.) Consideration and Possible Action on a Proclamation for the Illinois Valley Association of Realtors recognizing April 2024 as Fair Housing Month
- XV. Trustee Reports
- XVI. Public Comment
- 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
- XIX. Adjournment

Posted 04-08-2024

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

It was motioned by Trustee Pawlak, seconded by Trustee Schrader to move the Village Attorney's section to the beginning of the meeting.

All in Favor

Motion Carried

Village Attorney:

Amending the Vendor Ordinance to increase the number of Vendor Permits issued for the Annual Craft Beer Festival, up to six (6) permits, for the purpose of having Food Trucks at the event-

A brief discussion was held regarding increasing the number of Vendor Permit to be issued for the Annual Craft Beer Festival. Currently the Village Ordinance allows for three (3) daily Vendor Permits to be issued per day. Amanda Carter, LaSalle County Historical Society, stated that the Craft Beer Festival would bring even more people in to town if food trucks were offered at the event. It was motioned by Trustee Holland, seconded by Trustee Krizel to approve the amendment of the Vendor Ordinance increasing the number of Vendor Permits issued for the Annual Craft Beer Festival, up to six (6) permits, for the purpose of having Food Trucks at the event. Ord. 2024-10

6 Yes

Motion Carried

Amending the Liquor Ordinance regarding Temporary Event Liquor Licenses-

A brief discussion was held regarding a Class H-1 Temporary Event Liquor License being issued to allow for the sale of packaged liquor while participating in events such as the Craft Beer Festival. This would also help to increase the number of people coming in to town for the event because they will be able to purchase packaged liquor from these Vendors. A Class H-1, Non-profit Temporary License, is to be issued for temporary stands, booths, and counters, such as those used at festivals, special events, celebrations and the like. This License would be granted to local not-for-profit organizations legally chartered as such or governmental entities, for community events. It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to amend the Liquor Ordinance regarding A Class H-1 non-profit Temporary License to be issued for temporary stands, booths, and counters, such as those used at Village special events and subject to the event proceeds being for a non-profit organization and for the Vendor having a Class A Liquor License and proof of Insurance. Ord. 2024-11

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Reallocation of the Village of North Utica Bond Volume Cap to the Upper Illinois River Valley Development Authority (UIRVDA) – Each year the Village approves an Ordinance reallocating the Bond Volume Cap to UIRVDA in there is no anticipation of issuing any bonds.

It was motioned by Trustee Schweickert, seconded by Trustee Holland to approve an Ordinance to approve the reallocation of the Village of North Utica Bond Volume Cap to the Upper Illinois River Valley Development Authority (UIRVDA) in the amount of \$165,625. Ord. 2024-12

6 Yes

Motion Carried

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

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6 Yes

All in Favor

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Village Clerk: It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve a donation to LP High School Foundation in the amount of \$100 for their annual Trivia Night being held on 4-20-24

6 Yes

Motion Carried

It was motioned by Trustee Krizel, seconded by Trustee Mattioda to approve a donation to the American Red Cross in the amount of \$100.

6 Yes

Motion Carried

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

Tornado Memorial Event – It has been twenty years since the Tornado came through the Village. The Village will be having a Memorial Event on April 20, 2024 at 6:30 pm.

Upcoming Events: Sweet Stroll 4-27-24; Sip n’ Snip 5-04-24

Village Treasurer: NONE

Police Department: Lt. Quinn provided a brief update on the Department. Lt. Quinn shared that March was a busy month; there were 75 calls. The Department is also doing a demo on Body Cams; They will need to be purchased and in service by 2025.

Building / Zoning Enforcement Officer: NONE

Maintenance Department: Mayor Stewart stated that the Maintenance Department is busy working on the 2024 Project List. Mowing season has started and the guys are also working to clean up the parks and landscaping.

Maguire Iron – The proposed schedule for the maintenance and repairs on the Village’s 350,000 gal water tower is tentatively beginning on July 18, 2024 and should be completed in approximately one month. A temporary tank will be used to continue to provide water while the project is ongoing and while we don’t anticipate any service interruptions, if that should happen it would be minimal.

Village Engineer: Engineer Heitz provided a brief update on the ongoing projects in the Village.

There is a Business Owner that has approached the Village to request approval of placing an old truck with her business logo on her property. The Board discussed the details of considering a proposal of a vehicle with a business logo being located on a commercial property. The Board had questions about the condition and maintenance of the vehicle, what other signage would remain on the property and if there will be a design presented to the Board prior to approving. The Board will further discuss the matter at the next meeting; If this is something the Board would like to approve, they would need to consider amending the Abandoned Vehicle Ordinance to allow for such.

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Hitt St. Drainage – During the Hitt St. project, we had to remove some fencing along a private property. IV Fence & Pool will be installing the replacement black chain link fence on the property at a cost of approx. \$4,000. There is also a railing located at the Well House that needs to be replaced at a cost of \$2,500. It was motioned by Trustee Pawlak, seconded by Trustee Schweickert to approve the replacement of the fence and railing at a cost not to exceed \$6,500.

6 Yes

Motion Carried

Rebuild Mini Mill St. Shop Development Project – Engineer Heitz stated that he is working on the fine details of the project and we will soon be ready to seek bids.

Village President: No updates on the Build IL. Bond I & M Canal Rewatering Project

A.B.A.T.E. recognizing May 2024 as Motorcycle Awareness month in the Village of North Utica – It was motioned by Trustee Krizel, seconded by Trustee Schrader to approve the Proclamation recognizing May 2024 as Motorcycle Awareness month in the Village of North Utica.

6 Yes

Motion Carried

Illinois Valley Association of Realtors recognizing April 2024 as Fair Housing Month - – It was motioned by Trustee Pawlak, seconded by Trustee Schweickert to approve the Proclamation recognizing April 2024 as Fair Housing month in the Village of North Utica.

6 Yes

Motion Carried

Trustee Reports: A brief discussion was held about a vacant home located on Lincoln St. Work was being done on the property however, there are bats in the home so the contractors have stopped working. Mayor Stewart stated that he and Chief Mandujano will look into the issue.

Public Comment: NONE

Executive Session: NONE

Adjournment: With no additional business, the meeting was adjourned at 6:50 pm; Motioned by Trustee Pawlak, seconded by Trustee Schweickert.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk