

VILLAGE OF NORTH UTICA
248 W. Canal St. North Utica, IL 61373
Meeting of the Board of Trustees
May 9, 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: 04-11-24; 04-25-24
 - 2.) April 2024 Financial Stmts / Summary / Revenue Reports
 - 3.) April 2024 Prepays
 - 4.) April 2024 A/P Bills
 - 5.) Approval of the Board Recommendations from the 04-25-24 Committee Meeting as follows:
 - a) 2024 Kids Fishing Expo \$ 100
 - b) 2024 Horizon House Road to Independence Campaign \$ 100
- V. Village Clerk
- VI. Donations & Advertising Requests: Consideration and Possible Action on the following requests:
 - 1.) Boy Scouts of America \$ 50
 - 2.) Lions of Illinois Foundation Golf Outing 8-03-24 \$ 50
 - 3.) Steve Brust Golf Outing 6-06-24 \$ 100
 - 4.) Utica Garden Club / Garden Faire 6-08-24 & 6-09-24 \$ 1,000
- VII. Director of Village Affairs
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
- VIII. Village Treasurer
- 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 – Spring Hydrant Flushing
 - 4.) Update –Schedule for Water Tower Maintenance
- XII. Village Engineer
 - 1.) Update –Upcoming / Ongoing projects in the Village

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XIII. Village Attorney:

- 1.) Consideration and Possible Action on an Ordinance amending the Abandoned Vehicle Ordinance for the purpose of parking a maintained vehicle on a commercial property for the purpose of business signage / logo / décor

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 an Ordinance authorizing the Village President to enter into an Agreement for the purchase of property located on Grove St., Utica, IL, in the amount of \$1,000 plus closing costs, and to remove and dispose of the Trailer from the property
- 4.) Acceptance of a donated parcel of property at the East end of Church Street from Mr. Mark Shafer; The 66 foot wide by approximately 95 foot long property will be designated as Church Street right of way for public use. Acceptance is subject to the final approval of the legal description by the Village Attorney, Village Engineer, and Village President.

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 05-03-2024

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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. Meeting attendance was recorded. 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, Police Chief James Mandujano and Public Works Director / Zoning Enforcement Officer Curt Spayer. Village Clerk Laurie Gbur, Village Engineer Kevin Heitz and Village Treasurer Jill Margis were absent from the meeting.

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

6 Yes

Motion Carried

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

1.) Minutes: 04-11-24; 04-25-24

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

3.) April 2024 Prepaids

4.) April 2024 A/P Bills

5.) Approval of the Board Recommendations from the 04-25-24 Committee Meeting as follows:

a) 2024 Kids Fishing Expo \$ 100

b) 2024 Horizon House Road to Independence Campaign \$ 100

6 Yes

All in Favor

Donation Requests:

It was motioned by Trustee Schweickert, seconded by Trustee Mattioda to approve a donation to the Boy Scouts of America in the amount of \$50

6 Yes

Motion Carried

It was then motioned by Trustee Krizel, seconded by Trustee Holland to approve a donation to the Lions of Illinois Foundation in the amount of \$50 toward expenses for their annual Golf Outing being held on 8-03-24.

6 Yes

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Mattioda to approve a donation to the Steve Brust Golf Outing in the amount of \$100.

6 Yes

Motion Carried

It was motioned by Trustee Pawlak, seconded by Trustee Krizel to approve a donation to the Utica Garden Club in the amount of \$1,000 toward expenses for their annual Garden Faire.

6 Yes

Motion Carried

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Director of Village Affairs: Director Jamie Turczyn provided an update on the 2024 Season of Outdoor Dining on Mill St.

Village Treasurer: NONE

Police Department: Chief Mandujano provided an update on the Department and on testing some Police Body Cameras.

Building / Zoning Enforcement Officer: NONE

Maintenance Department: Public Works Director Spayer provided a brief update on the Maintenance Department.

Spayer stated that the Department is working on the 2024 Project List as well as getting ready to begin the annual summer hydrant flushing before the Fireworks event.

The Water Tower Maintenance Project will begin tentatively on July 18th and the work will be completed in approximately one month.

Village Engineer: NONE

Village Attorney:

It was motioned by Trustee Schrader, seconded by Trustee Mattioda to approve the amendment to the Abandoned Vehicle Ordinance to allow a vehicle to be used for advertising and décor in the C-2 and C-3 Zoning District subject to approval by the Zoning Enforcement Officer. ORD 2024-13

6 Yes

Motion Carried

Village President: Mayor Stewart stated that Engineer Heitz is working on getting the bid documents ready for the Market on Mill St. Project. Bids will be due at 10:00 am on May 23, 2024. We hope to have the project start after Memorial Day or during the first week of June.

It was then motioned by Trustee Holland, seconded by Trustee Schweickert to authorize the Village President to enter into an Agreement for the purchase of property located on Grove St., Utica, IL, in the amount of \$1,000 plus closing costs, and to remove and dispose of the Trailer from the property. ORD 2024-14

6 Yes

Motion Carried

It was then motioned by Trustee Pawlak, seconded by Trustee Krizel to approve the Acceptance of a donated parcel of property at the East end of Church Street from Mr. Mark Shafer; The 66 foot wide by approximately 95 foot long property will be designated as Church Street right of way for public use; Acceptance is subject to the final approval of the legal description by the Village Attorney, Village Engineer, and Village President.

ORD 2024-15

6 Yes

Motion Carried

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Trustee Reports: NONE

Public Comment: NONE

A plaque was presented to Kathy Lewis, Village Administrative Assistant, recognizing her twenty years of service to the Village of North Utica. She started with the Village after the Tornado in 2004. The Village Board and Village staff all thanked Kathy for all of her hard work and dedication over the years.

With no additional business, the meeting was adjourned at 6:18 pm. Motioned by Trustee Schrader, seconded by Trustee Schweickert.

All in Favor

Motion Carried

Respectfully submitted,

Laurie A. Gbur
Village Clerk