

VILLAGE OF NORTH UTICA
248 W. Canal St. North Utica, IL 61373
Meeting of the Board of Trustees
November 14, 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:10-17-24; 10-24-24
 - 2.) October 2024 Financial Stmts / Summary / Revenue Reports
 - 3.) October 2024 Prepays
 - 4.) October 2024 A/P Bills
 - 5.) Annual renewal of the 2025 Municipal Liability Insurance for the Village of North Utica in an amount not to exceed \$81,807.50; Option #3 payable in two installments
 - 6.) Annual renewal of BCBSIL (Blue Cross Blue Shield of Illinois) Employee Health Insurance for 2025 in the amount of \$6,049.60 monthly
 - 7.) Purchase of an 18' Outdoor Lighted Christmas Tree from Holiday Outdoor Décor in an amount not to exceed \$21,000
 - 8.) Purchase and installation of a submersible Chopper Pump for the Loves Lift Station not to exceed \$25,788
 - 9.) Decking for installation in the Market on Mill St. Development Project in an amount not to exceed \$10,000
- V. Village Clerk:
 - 1.) Consideration and Possible Action to Cancel all meetings previously scheduled to be held on December 12, 2024 and December 19, 2024, respectively, and to schedule a Special Board Meeting to be held on Wednesday, December 18, 2024 at 6 pm.
 - 2.) Consideration and Possible Action to approve the schedule for meetings being held in the Village of North Utica in 2025
- VI. Director of Village Affairs:
 - 1.) Update on Utica Business Association
 - 2.) Update on Upcoming Events in the Village
 - 3.) Consideration and Possible Action to approve the scheduled Events being held in the Village of North Utica in 2025
- VII. Village Treasurer:
 - 1.) Discussion regarding the Village of North Utica 2024 Tax Levy
- 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 –Water Tower Maintenance Project
 - 3.) Update – Fall 2024 Hydrant Flushing Schedule
 - 4.) Consideration and Possible Action on the purchase of a 2018 Bobcat S550 Skid Steer in an amount not to exceed \$28,202.63; payable in monthly payments over 24 months

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XI. Village Engineer:

- 1.) Update - 'Market on Mill St.' Development Project
 - a) Consideration and Possible Action on Engineers Pay Estimate #4, payable to Illinois Valley Excavating, Inc., in the amount of \$345,994.57 for services provided on the Market on Mill St. Development Project
 - b) Consideration and Possible Action on an estimate for the electrical work needed for the 'Market on Mill St.' Development Project in an amount not to exceed \$40,000
 - c) Consideration and Possible Action to approve an estimate for the installation of Hand-railing within the 'Market on Mill St.' Development Project

XII. Village Attorney

XIII. Village President:

- 1.) Update on the Rebuild Illinois Downtown & Main Streets Grant; 'Market on Mill St.' Development Project
- 2.) Update on the Build IL Bond; I & M Canal Re-Watering Project
- 3.) Update on the Illinois Transportation Enhancement (ITEP) Grant Program
- 4.) Update on the CDBG Housing Rehabilitation Grant Application

XIV. Trustee Reports

- 1.) Finance Liaison - Trustee Schweickert
 - a) Consideration and Possible Action to approve a donation in the amount of \$500 to Waltham PTCC toward expenses for their annual Trivia Night being held on 01-25-25
- 2.) Public Service Liaison - Trustee Holland
- 3.) Governmental Affairs Liaison – Trustee Mattioda
- 4.) Beautification Liaison – Trustee Krizel
- 5.) Park & Recreation Liaison – Trustee Pawlak
- 6.) Streets & Alleys Liaison – Trustee Schrader

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 11-12-2024

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MINUTES

At 6:04 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, Director of Village Affairs Jamie Turczyn and Police Chief James Mandujano, Village Treasurer Jill Margis and Public Works Director / Zoning Enforcement Officer Curt Spayer. Village Attorney Herb Klein and Engineer Kevin Heitz were absent from the meeting.

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

- 1.) Minutes:10-17-24; 10-24-24
- 2.) October 2024 Financial Stmts / Summary / Revenue Reports
- 3.) October 2024 Prepays
- 4.) October 2024 A/P Bills
- 5.) Annual renewal of the 2025 Municipal Liability Insurance for the Village of North Utica in an amount not to exceed \$81,807.50; Option #3 payable in two installments
- 6.) Annual renewal of BCBSIL (Blue Cross Blue Shield of Illinois) Employee Health Insurance for 2025 in the amount of \$6,049.60 monthly
- 7.) Purchase of an 18' Outdoor Lighted Christmas Tree from Holiday Outdoor Décor in an amount not to exceed \$21,000
- 8.) Purchase and installation of a submersible Chopper Pump for the Loves Lift Station not to exceed \$25,788
- 9.) Decking for installation in the Market on Mill St. Development Project in an amount not to exceed \$10,000

6 Yes

Motion Carried

Village Clerk: It was motioned by Trustee Schweickert, seconded by Trustee Schrader to Cancel all meetings previously scheduled to be held on December 12, 2024 and December 19, 2024, respectively, and to schedule a Special Board Meeting to be held on Thursday, December 19, 2024 at 6 pm.

All in Favor

Motion Carried

It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve the schedule , as presented by the Clerk, for the meetings being held by the Village Board and Planning Commission, in the Village of North Utica in 2025.

All in Favor

Motion Carried

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Director of Village Affairs: Director Turczyn provided an update on the upcoming events being held in the Village and the proposed schedule of events being held in 2025.

It was motioned by Trustee Pawlak, seconded by Trustee Mattioda to approve the schedule of events being held in the Village of North Utica in 2025, as presented.

6 Yes

Motion Carried

Village Treasurer: A brief discussion was held regarding the 2024 Tax Levy. The Board will review the information and discuss the Tax Levy at the next Board Meeting.

Police Department: Chief Mandujano provided a brief update on the North Utica Police Department and the use of the new Body Cameras. Officers will begin wearing Body Cameras on January 1, 2025.

Building / Zoning Enforcement Officer: NONE

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

Water Tower Maintenance Project – Maguire Iron has completed the Water Tower Maintenance Project. They did a good job and the tower looks nice.

Hydrant Flushing – The Maintenance Department will begin the Fall Hydrant Flushing soon.

Tentatively, if the weather holds at the current temperatures, another 1/3 of the hydrants will be flow tested to record the information for the Villages' ISO rating.

It was then motioned by Trustee Holland, seconded by Trustee Schweickert to approve the purchase of a 2018 Bobcat S550 Skid Steer in an amount not to exceed \$28,202.63; payable in monthly payments over 24 months.

6 Yes

Motion Carried

With the purchase of the Skid Steer, we will no longer need to purchase a new forklift; the motion was rescinded. Motion was made by Trustee Pawlak, seconded by Trustee Krizel.

6 Yes

Motion Carried

Village Engineer: Absent

Mayor Stewart provided an update on the Market on Mill St. Grant Project and the remaining work to be completed and the application process for business owners to lease the shops.

It was motioned by Trustee Schweickert, seconded by Trustee Schrader to approve Engineers Pay Estimate #4, payable to Illinois Valley Excavating, Inc., in the amount of \$345,994.57 for services provided on the Market on Mill St. Development Project.

5 Yes

1 Abstain (Pawlak)

Motion Carried

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It was then motioned by Trustee Schweickert, seconded by Trustee Krizel to approve an estimate for the electrical work needed for the ‘Market on Mill St.’ Development Project in an amount not to exceed \$40,000.

6 Yes

Motion Carried

It was then motioned by Trustee Holland, seconded by Trustee Schrader to approve an estimate for the installation of Hand-railing within the ‘Market on Mill St.’ Development Project not to exceed \$25,000.

6 Yes

Motion Carried

Mayor Stewart then informed the Board that NCICG has requested an extension to the Grant deadline, on behalf of the Village, in order to have the additional time to submit final paperwork and invoices for reimbursement after December 31st. Currently the Village has submitted and is waiting for reimbursement on approx. \$700,000.

Village Attorney: Absent

Village President: Mayor Stewart provided general updates on the following items;

Update on the Build IL Bond; I & M Canal Re-Watering Project – There have been no additional updates at this time.

Update on the Illinois Transportation Enhancement (ITEP) Grant Program – Awards for the ITEP Grant will be announced in the Spring.

Veteran’s Parade – The Village was awarded the Best Float Award in the 2024 Veteran’s Parade.

The Maintenance Department has begun putting up the Holiday decorations throughout the Village.

Trustee Reports:

Finance Liaison - It was motioned by Trustee Schweickert, seconded by Trustee Pawlak to approve a donation in the amount of \$500 to Waltham PTCC toward expenses for their annual Trivia Night being held on 01-25-25.

5 Yes

1 Abstain (Mattioda)

Motion Carried

Public Comment: NONE

Executive Session: NONE

Adjournment: At 6:42 pm, the meeting adjourned; Motioned by Trustee Schrader, seconded by Trustee Pawlak.

All in Favor

Motion Carried

Respectfully submitted,
Laurie A. Gbur
Village Clerk