

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
February 6, 2012**

OFFICIAL MINUTES

- I. Call to Order. President Bellah called the meeting to order at 7:00 p.m. and asked for a roll call.
- II. Roll Call. Members answering present as follows: Ford, Marshall, McMurray W., Newberry, and McMurray D. Pierce was absent. Also in attendance were Chief Smith, Public Works Superintendent Naugle, Streets Supervisor Miller, village attorney Scott Puma, village engineer Jim Sparber, Economic Development Pam Blickem, and Treasurer Dave Jepson. The pledge of allegiance was then said.
- III. Comments From Floor
None heard.
- IV. Approval of Minutes. Minutes of January 2, 2012 were presented for approval. Motion by Newberry and seconded by Marshall to approve minutes as presented. On a roll call vote all present voted yes. Motion carried.
- V. Approval of Warrant. The following Warrant for monthly expenditures was presented for authorization. Motion by Ford and seconded by McMurray, W. to authorize. On a roll call vote all present voted yes. Motion carried.
- VI. Financial Report
 1. TIF Audit – Treasurer Jepson reviewed the audit process for the TIF accounts with the mayor and board. Presented Engagement letter for approval to the board. Motion by Ford and seconded by McMurray, D. to authorize Mayor Bellah to enter into agreement. On a roll call vote all present voted yes. Motion carried.
Mr. Jepson requested a Finance Committee of the Whole to be called on March 19, 2012 at 7:00pm to review the upcoming budget for fiscal year 2012 -2013. Appropriation Ordinance should be ready for review at April 16th board meeting.
- VII. Reports
 1. Police. See report dated January 2012. Department is looking at March implementation of Adjudication Program, as they are looking into possibility of reworking statutes to accommodate juvenile sentencing. Mayor Bellah asked for any questions. Hearing none, moved to next item.
 2. Public Works. See report dated January 2012. Supt. Naugle reported on residential issue after sidewalk repair occurring at the parkway and street. After much discussion, board consensus was resident is responsible for repair.

Supt. Naugle is researching bids on water tower cleaning and will include cost in next fiscal year budget. Updated board on information regarding generator for Well #3. Pioneer Park – No Report.

3. Zoning – No Report. ICCI is currently working with Euclid Chemical regarding demolition of water tower on their property scheduled for sometime in March 2012.
4. Pioneer Park – No Report
5. Economic Development – No Report. Pam is actively marketing the grocery store building and will be attending the Retailers Convention in Las Vegas.
6. TIF and Revolving Loan – No Report.
7. Committee Reports.
 - Police Committee – See Minutes dated January 14, 2012.
 - Ordinance Committee – No Report.
 - Finance Committee – No Report
 - Water & Sewer Committee – No Report.
 - Streets & Alleys Committee – No Report.
 - Health & Welfare Committee - No Report.

VIII. Unfinished Business

1. Wendler Engineering Agreement (Bull Run) – Attorney Puma reviewed the agreement presented to the board for discussion. Motion by Ford and seconded by McMurray, W. to accept agreement for a cost of \$7800.00. On a roll call vote all present voted yes. Motion carried.
2. Performance Bonds in Hickory Ridge – Attorney Puma indicated that the original letter of credit for the subdivision was found but a reduction was taken back in 2006. Reviewed options going forward such as a Special Services area and refusal to issue permits until a new Line of Credit letter is received. Attorney Puma to review the title and look into additional possibilities of resolution.
3. Adjudication Software and Training – Chief Smith presented contract to board from Sandra Devona, CPA with objectives to perform adjudication software and implementation. Motion by Ford and seconded by Newberry to approve contract with a not to exceed amount of \$2000.00. On a roll call vote all present voted yes. Motion carried.
4. Laptops for Trustees– Trustee Newberry initiated discussion about purchase of used laptops for use by trustees. After much discussion, board consensus was to table item discussion until next budget year.

IX. New Business

1. Utility Billing Computer – Clerk D’Amato shared recent crash and fortunate recovery of utility billing computer. Because both office computers date back to 2005, Clerk D’Amato requested authorization to purchase 2 new computers for clerk’s office. Motion by Ford and seconded by McMurray, D. to authorize expenditure not to exceed \$1500.00 of two (2) new office computers. On a roll call vote all present voted yes. Motion carried.

2. Village Vehicle Maintenance– Mayor Bellah discussed performing vehicle maintenance in house to reduce costs for both Police Department and Public Works department. After much discussion, board consensus was to have Supt. Naugle and Chief Smith get together and list duties and compile maintenance schedule for all vehicles.
3. Resolution 12-01/4th of July Parade – Motion by Newberry and seconded by McMurray, D. to adopt as presented. On a roll call vote all present voted yes. Motion carried.
4. Birch Street – Problem regarding water that is ponding in front of residents home. After much discussion, board consensus was to have head of Streets/Alley committee Trustee Marshall meet with Public Works to try and resolve issue. Item tabled until resolution is reached.
5. Generator Well #3 – Supt. Naugle reported that this will go out to bid next week and bids should be received by the end of the month. Tabled until next meeting.
6. Hortense Street Bridge – Engineer Jim Sparber reported that he spoke to the County Engineer and that the report on the bridge testing is done and the piles are okay. Scope and fee should be finalized soon. Sparber to report back when additional information is received.
7. Sanitary Sewer in TIF District – Supt Naugle reported that the preliminary review and videos are completed. Complete repair cost estimate from \$5000 to \$6000. After much discussion, board consensus was to move forward with necessary repairs. Contract Design to be discussed at next meeting.

X. Executive Session

Motion by Newberry and seconded by McMurray, D. to move to Executive Session to discuss Personnel under Section 2(c) (1). On a roll call vote all present voted yes.

Motion by McMurray, W. and seconded by Marshall to return to regular session. On a roll call vote all present voted yes.

XI. Adjournment.

Motion by McMurray, W. and seconded by Newberry to adjourn meeting. Voice vote carried unanimously. Meeting adjourned at 9:15 pm.

ATTEST:

Theresa A. D'Amato
Village Clerk

Les Bellah
Village President