

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Meeting  
Monday, October 4, 2021**

**OFFICIAL MINUTES**

- I. **Call to Order** - President Block called the Board of Trustee Regular Meeting to order at 7:00 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit and Trustee Ziegler.
- III. **Pledge of Allegiance** – President Block led us in the Pledge of Allegiance.
- IV. **Comments from the Audience** – None
- V. **Approval of Minutes** - President Block asked for a motion to approve the Regular Board Meeting Minutes for Monday, September 7, 2021. Trustee Fruit made a motion to approve the Monday September 7, 2021 Regular Board Meeting Minutes with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Ziegler and Michener voted yes. Motion carried.
- VI. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$54,013.64. Trustee Ziegler made a motion to approve the Warrant in the amount of \$54013.64 with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener and Benes voted yes. Motion carried.
- VII. **Guest Speaker** – None
- VIII. **Reports** -
  - a. **Police Report** – Chief Davenport gave his September 2021 Police Report - please see attached.
  - b. **Public Works** – Dale Miller gave the September 2021 Village of Kirkland Public Works Report – please see attached.
  - c. **Committee Report**-
    1. Police Committee – Nothing to report
    2. Ordinance Committee – Nothing to report
    3. Finance Committee – Nothing to report
    4. Water & Sewer – Nothing to report
    5. Streets & Alley & Parks Committee – Nothing to report
    6. Economic Development Committee – Trustee Chambers gave a report on a Regional Planning Meeting that he attended.
- IX. **Unfinished Business** –
  - a. **Discussion/Approval of 204 W. North Street Water Main Tap** – Mrs. Smith brought her quotes that she had received for the work on the Water line at 204 W North St. She had explained that with what she received from Mr. Butler and what needed to be done she was going to be about \$6000.00 short. She was asking the Village for some assistance with the

\$6000.00. The Board Members all agreed that other than waiving the tap on fee of \$2750.00, that was all they could do for her.

**X. New Business –**

- a. Discussion/Approval of Codification of Village of Kirkland Ordinances thru July 2021 American Legal Publishing – President Block asked for a motion for the Approval of Codification of the Village of Kirkland Ordinances thru July 2021 with American Legal Publishing. Trustee Chambers made a motion for the approval of Codification of the Village of Kirkland Ordinances thru July 2021 with American Legal Publishing not to exceed \$1700.00 with a 2<sup>nd</sup> made by Trustee Ziegler. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers and Marshall vote yes. Motion carried.
- b. Discussion/Approval of 2021/2022 Membership to DCEDC (DeKalb County Economic Development Corp) – President Block asked for a motion for the approval of 2021/2022 Membership to DCEDC in the amount of \$500.00. Trustee Fruit made a motion for the approval of 2021/2022 Membership to DCEDC in the amount of \$500.00 with a 2<sup>nd</sup> made by Trustee Michener. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes. Motion carried
- c. Discussion/Approval of Village of Kirkland Tornado Sirens and Tornado Sirens Maintenance – President Block asked for a motion for the Approval of Village of Kirkland Tornado Sirens and Tornado Sirens Maintenance. Trustee Ziegler made a motion for the Approval of Village of Kirkland Tornado Sirens and Tornado Sirens Maintenance in the amount of \$1250.00 with a 2<sup>nd</sup> by Trustee Michener. On a Roll call vote Trustees Michener, Benes, Chambers, Marshall, Fruit and Ziegler voted yes. Motion carried.
- d. Discussion/Approval of \$500.00 Supplement to Kirkland Police Department Recruits and \$1500.00 reimbursements from the Recruits at the time of completion of the Academy – Chief Davenport gave an update on the Kirkland Police Department Recruits and he would like to offer the two recruits a supplement of \$500.00 and they will reimburse the Village of Kirkland Police Department \$1500.00 at the time of the completion of the Academy. Trustee Ziegler made a motion for the approval of \$500.00 supplement to Kirkland Police Department Recruits and \$1500.00 reimbursements from the Recruits at the time of completion of the Academy with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Benes, Chamber, Marshall, Fruit, Ziegler and Michener voted yes. Motion carried
- e. Discussion/Approval of purchase of Byrne Defense Pepper Kit plus projectiles – Chief Davenport explained the Byrne Defense Pepper Kit. President Block asked for a motion for the purchase of Byrne Defense Pepper Kit plus projectiles. Trustee Chambers made a motion for the purchase of Byrne Defense Pepper Kit plus projectiles not to exceed \$800.00 with a 2<sup>nd</sup> made by Trustee Ziegler. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.
- f. Discussion of Village of Kirkland B-Box Ordinance on ownership and responsibility between Village and Residents – Dale Miller explained why this needs to be changed. The way the ordinance reads now there is no way the homeowner is going to fix the b-box unless the homeowner has a leak, then that is too late, and they could have a basement full of water. The Board would like to have Attorney Stewart look at our ordinance and make updates for next month's meeting.
- g. Discussion/Approval of a Paving Contractor to Construct asphalt Pads for Village of Kirkland Public Works Facility for Salt Barn and Material Storage Areas – President Block asked for a motion for the approval of a paving contractor to construct asphalt pads for Village of Kirkland Public Works Facility for Salt Barn and Material Storage Areas. Trustee Ziegler made

a motion for the approval of a paving contractor to construct asphalt pads for Village of Kirkland Public Works Facility for Salt Barn and Material Storage Areas with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes. Motion Carried.

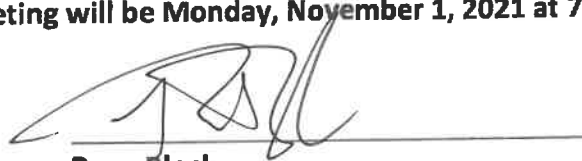
- h. Discussion/Approval of Kirkland Public Works Expenditures for October 2021 – President Block asked for a motion for the approval of Kirkland Public Works Expenditures for October 2021 in the amount of \$26130.00. Trustee Ziegler made a motion for the approval of Kirkland Public Works Expenditures for October 2021 in the amount of \$26,130.00, with a 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustees Michener, Benes, Chamber, Marshall, Fruit, And Ziegler voted yes. Motion carried.

- XI. Adjourn to Executive Session – At 8:22 P.M., President Block asked for a motion to go into Executive Session for Litigation [pursuant to 5ILCS 120/2(c)(11)] and Review of Past Closed Session Meeting Minutes for Approval and Release [pursuant to 5ILCS 120/2(c)(21)]. Trustee Ziegler made a motion to go into Executive Session for Litigation [pursuant to 5ILCS 120/2(c)(11)] and Review of Past Closed Session Meeting Minutes for Approval and Release [pursuant to 5ILCS 120/2(c)(21)], with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Ziegler and Michener voted yes. Motion carried
- XII. Back in Regular Session – At 8:35 P.M., the Board returned to Regular Session.
- XIII. Roll Call - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit and Trustee Ziegler.
- XIV. Approval of Executive Session Meeting Minutes - President Block asked for a motion to approve Executive Session Meeting Minutes from February 1, 2021; March 1, 2021; April 5, 2021; May 3, 2021 and June 7, 2021. Trustee Ziegler made a motion to approve Executive Session Meeting Minutes from February 1, 2021; March 1, 2021; April 5, 2021; May 3, 2021 and June 7, 2021, with a 2<sup>nd</sup> made by Trustee Fruit. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Ziegler and Michener voted yes. Motion carried.
- XV. Approve the Destruction of Audio Recordings of Past Closed Session which occurred more than 18 months ago – President Block asked for a motion to approve the destruction of audio recordings of past closed session which occurred more than 18 months ago. Trustee Chambers made a motion to approve the destruction of audio recordings of past closed session which occurred more than 18 months ago with a 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.
- XVI. Adjournment – At 8:38 P.M., President Block asked for a motion to adjourn. Trustee Ziegler made a motion to Adjourn with a 2<sup>nd</sup> by Trustee Fruit. On a voice call vote all in favor. Meeting adjourned.

**Next Board of Trustees Regular Meeting will be Monday, November 1, 2021 at 7:00 P.M.**



**Carol Stiegman**  
Village Clerk



**Ryan Block**  
Village President



# Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



10.04.2021

## **Village Board Meeting 7:00pm Kirkland Village Hall Monthly Police Report September 2021**

- 1.) The Kirkland Police Handled thirty-one (31) reportable calls and one hundred and ninety-four (194) reportable activities for the month.
  
- 2.) Part-time Police Officer Recruits Status Update
  - 3.) Ofc. Maggio
  - 4.) Ofc. Nance
  - 5.) Ofc. Rufenacht
  
- 6.) Request for \$500/each towards the two academy cadets for total cost of \$1000  
Costs they have currently incurred: Uniform including new duty shirts as required for uniform compliance at the academy; Fuel expenses; food expenses, hotel/lodging expenses, purchase of a firearm (\$500), duty holster (\$150), cost of ammunition for each approximately \$1,000.00 and the cost of the academy.
  
- 7.) Request to pay for initial academy costs to be reimbursed by the Officer Chase Nance and Michael Maggio—see attached

## Village of Kirkland Public Works Report for September 2021

### Tasks Completed and In Progress

- Jim Stark attending Wastewater school to achieve Class 4 certification and granting his Wastewater Operators License.
- Numerous compromised trees removed at Pioneer Park.
- Water service repair including a new tap to replace a non-working tap.
- Cleared more brush at the IDOT RT. 72 Lot.
- Removed trees at the IDOT RT. 72 lot that encroached on the Rt. 72 ROW.
- Continued Meter Replacement Program.
- Continued Water and Sewer Collection Mapping.
- Continued filling and grading at the New Kirkland Public Services Facility Lot.
- Met with Contractors regarding 4<sup>th</sup> St. Watermain Project.
- Met with Contractors for the New Public services Buildings.
- Met with Concrete Contractors for the 2021 Sidewalk Program.
- Installed Gene Lamont Signs and supplied barricades for the FallFest 2021.
- Began removed dangerous sidewalks and replaced them with compacted CA-6 crushed stone.
- Swept Streets.
- Graded Alleys.
- Removed two Maple Trees on Benham Drive.
- Took delivery of the new CAT 289D3 Skid Loader.
- Continued Trying to get Building Estimates for the New Kirkland Public Facilities Buildings. Unsuccessful.
- Sprayed Mosquitos
- Began installing Fall Mums by Welcome to Kirkland signs.

### Upcoming work to be performed in October

- Continued Water Meter Replacement Program
- Continued filling and fill compaction at the new Public Services Site.
- Spreading of Geotextile and gravelling about 20 % of the new Public Services site so that Public Works can have the Asphalt company spread and install asphalt in the area of the new Salt Barn and material storage Hoop Sheds. With this area surfaced Public Works can install the bin block material storage bins as well as the perimeter block retaining walls. After the bins are complete...Village crews will install the Hoop Buildings.
- Install the drainage culvert on the west side of 4<sup>th</sup> street.
- Install a new Drainage structure at the corner of Prairie St. and 3<sup>rd</sup> Street.
- Begin Grinding Stumps as weather and time permits.
- Continue removing broken sidewalks and replacing with Gravel

- Continue the grading on the perimeter of the Public services Lot.

#### New Business

1. Approval of R.T. Erickson Contractors to replace 530 linear feet of sidewalk on the west side of 3<sup>rd</sup>. Street from Prairie St. south to the middle of the 400 block of third St. south of Prospect St. This will include 5 ADA Sidewalk Stamps. Estimated Price \$ 19,480.00.
2. Discussion and approval to change the Village Ordinance requiring property owners responsible for the maintenance of B-boxes to the Village of Kirkland would be responsible for repairing and/or replacing B-boxes as needed.
3. Approval to engage Village Attorney to Draft a new Ordinance in which the Maintenance, Replacement, and Repair of B-Boxes are the Village of Kirkland responsibility. If a b-box is damaged by a property owner or their agents the Village of Kirkland will coordinate or perform the repair or replacement of said B-box at the Property owners expense. New buildings will be the responsibility of the property owner to install all water supply apparatus all the way from the main including the tapping of said main into the building including the meter mounting stubs. After inspection of all water supply apparatus by an appointed Building Inspector the Village of Kirkland will assume responsibility of the Water delivery line from the Water Main up to and including the B-Box. All Water delivery apparatus types and installation techniques will adhere strictly to Illinois State and local Plumbing Codes.
4. Permission to Install a 15" Rivetted Galvanized culverts with 2 precast concrete 36" drop inlets with Neenah Beehive Grates and terminate the culvert on each end with a flared end section. This culvert run would run on the west side of 4<sup>th</sup> Street from the mid-block alley between Benham St. and Hortense Dr. south to the Hortense Dr. north side Drainage ditch easement. Drop inlets would be placed at appropriate locations.
5. Discussion of hiring the Paving contractor that will be paving 4<sup>th</sup> Street to pave a section of the New Public Services Lot so that the Hoop Structures can be erected to store Salt and Chips this winter. The areas to be paved would be approximately : 80' x 50' @ 8" thick and 80' x 50' 2 6" thick.

Appropriations for Kirkland Public Works for October 2021

1. R.T. Erickson ....530 lin. ft. sidewalk replacement w/ADA stamps at street...	\$ 19,480.00
Line items # 01-003-003-5240 @ \$ 10,000.00 and 20-001-001-5650 @ \$ 9,480.00	
2. Attorney Costs for Drafting New B-Box Ordinance.....???????	
3. Materials for 4 <sup>th</sup> Street west side Drainage project...From Line Item # 20-001-001-5650	
.....	\$ 4,800.00
4. Material for Catch Basin at the corner of 3 <sup>rd</sup> and Prairie St...From Line Item # 20-001-001-5650.....	\$ 1,850.00
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Total Appropriations.....	\$ 26,130.00

There may be some mid-month to end of month appropriations depending on when the paving company that paves 4<sup>th</sup> Street. The idea would be to have the paving company pave a small area for the salt and bin hoop structures at the New Kirkland Public Services Buildings Lot while they are in town