

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, February 5, 2024**

OFFICIAL MINUTES

- I. **Call to Order** – President Block called the Board of Trustee Regular Meeting to Order at 7:02 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit and Trustee Ziegler. Trustee Michener is absent.
- III. **Pledge of Allegiance** – President Block led the group in the Pledge of Allegiance.
- IV. **Comments from the Audience** – Ana Solorzano provided details that their Water Bill was high due to her Water Softener, which has since been repaired. The Board informed her that we will take average usage for the past 12 months and waive overage usage.
- V. **Approval of Meeting Minutes** – President Block asked for a motion for the approval of Meeting Minutes from January 15, 2024. Trustee Ziegler made a motion for the approval of Meeting Minutes from January 15, 2024, with a 2nd by Trustee Chambers. On a voice call vote all in favor. Motion carried.
- VI. **Approval of Warrant** –President Block asked for a motion to approve the Warrant in the amount of \$97,453.78. Trustee Fruit made a motion to approve the Warrant in the amount of \$97,453.78, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler and Benes voted yes. Trustees Michener is absent. Motion carried.
- VII. **Reports** -
 - a. **Public Works** – Jim Stark gave his report for January and February 2024, see attached report.
 - b. **Police Report** – Chief Davenport gave his report for February 2024, see attached report.
 - c. **Committee Report** -
 1. **Tree Committee** – The Tree Committee had a meeting on January 9, 2024. Their next meeting will be held on February 13, 2024.
- VIII. **Guest Speaker** – Nate Kloster - Voluntary Action Service. Nate wanted to interduce himself to the Village Board and let them know what it is that Voluntary Action Service brings to our community.
- IX. **Unfinished Business** – None
- X. **New Business** -
 - a. **Discussion of Intergovernmental Agreement between Village of Kirkland and Kirkland Public Library** – Carol had to leave a message with IMLRMA and is waiting on a call back. Should have more information for March 5th Board Meeting.
 - b. **Discussion / Approval of Professional Engineering Service for Zoning Map Updates for the Village of Kirkland** – President Block asked for a motion to approval having Fehr-Graham, our Engineering Service, update the Zoning Map for the Village of Kirkland. Trustee Marshall made a motion to have Fehr Graham update the Zoning Map for the Village of Kirkland, with a 2nd by

Trustee Ziegler. On a roll call vote Trustees Fruit, Ziegler, Benes, Chambers, and Marshall voted yes. Trustee Michener is absent. Motion carried.


- c. Discussion / Approval of Kirkland Public Works Employees to attend Water Service Training / Certification Session – The Village Board of Trustees gave their approval for the Kirkland Public Works employees to attend Water Service Training Classes.
- d. Discussion of Enhancing Countrywide Infrastructure Planning Session – President Block made the Village Board of Trustees aware that they are invited to a Planning Session at the Community Outreach Building if anyone would like to go.
- e. Discussion of Congressman Darin LaHood Mobile Office Hours on Tuesday, February 6th – President Block announced that Congress Darin LaHood’s Mobile office will be at the Village Hall on Tuesday February 6, 2024, from 10:00 A.M. to Noon if anyone would like to attend.

- XI. **Adjournment** – At 8:29 P.M., President Block asked for a Motion to Adjourn. Trustee Ziegler made the Motion to Adjourn with a 2nd by Trustee Fruit. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday March 4, 2024, 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



February 5th, 2024

7:00pm

Village Hall

Kirkland, Illinois

January 2024

Monthly Police Report

The Kirkland Police Department handled fifty-nine (59) reportable events for the Month of January

Few events worth noting:

- a. Bank check fraud at multiple banks in several municipalities—It is an active case at this time.
- b. Snow parking citations-as mentioned in the last meeting—hopefully the snow is gone but we should continue to remind people to be aware of the restrictions during any significant snowfall event
- c. Suspicious activity reported on South St.
- d. Suspicious Person reported off of Main St. in Alleyway
- e. Multiple citations issued for suspended driver's license; speeding, no insurance, Written warnings issued for expired registration, cannabis, tail-light out, white light to the rear among other minor traffic violations
- f. Multiple domestic calls, multiple gas drive-offs at the Marathon, multiple 911 calls, theft, civil stand-bys, assist DCSO on calls as needed or requested and assist KFD on calls as needed or requested; domestic with involuntary committal;

Shop with a Cop for Christmas 2023-- Read text from Mom of one of the selected kids:

"Hello Officer Davenport. This is XXXXX. I just wanted to say thank you so much for inviting XXXXX to the movie and for choosing her! It's been an extremely rough year for us and that made her Christmas 1000 times better. She's super excited to go to Wal-mart and use her gift card! We appreciate you and everything you do."

Planting with Police—requested seed donation from rareseeds.com and they have responded and are sending seeds.—See flyer

Emergency Preparedness—Radios purchased by the PD to be utilized by Public Works in the event of a town-wide emergency or other special events (ie: 4th of July,



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



Homecoming Parade detail, other unplanned events or emergencies)—currently testing the radios with PW

School Report:

Evacuation / Reunification Drill planned for Spring 2024—more likely Fall 2024

Village of Kirkland Public Works Report for January 2024

Tasks completed and underway

- Continued cleaning and organizing of the public works garage and sewer plant.
- We had a fire hydrant that was slowly leaking on North St. but wasn't noticeable until the ground froze solid and then the water came up to the surface, luckily for us it just needed to be tightened more and it stopped leaking.
- We trimmed the Artic Willows in the Bull Run Creek retention area in preparation of the county coming out to spray the flower seed that we had paid for.
- We took down all the Christmas ornaments off the streetlights and most of the extension cords that were up for the residents.
- We place the metal tracks on the skid steer so that it gets traction when in muddy conditions and take them off when not needed.
- After being told that our street sweeper's conveyor belt wouldn't work, I contacted a company that we have used before to fix our sweepers. They said that if we delivered it to them, they would only charge us \$225. an hour and that there is an average of 8 hrs. to inspect it. Transportation would be approximately \$1,000. each way. After getting the total estimate to Ryan, he said to start looking for a used one for sale.
- While reading and looking into the street sweepers problems I spoke with another sweeper mechanic and he told me how to possibly fix it, I told my guys his instructions and we have it running again, not sure how long but we will see.
- We filled potholes with cold patch when the weather permitted.
- We cleaned up a pile of dirt, garbage, and garden debris in the back alley in Kirkwood.
- Oil change and maintenance on vehicles as needed.
- We cleaned out a couple storm sewers that were half plugged with leaves and garbage.
- We installed 3 new mailboxes on Evergreen to replace the ones knocked down previously by our village plow trucks.
- I helped Adam by taking him to DeKalb to get his police vehicle's maintenance completed.
- We have taken snowplows and salt spreaders off the trucks when not in use to try and prevent any damage or accidents from occurring.
- We cut some scrap plywood and made a tabletop for doing paperwork and testing at well 2.
- Well 2 and 3 are completely updated with the secondary containment systems, and we have submitted for the "As Built" permit from the state for well 3.
- We started to teach Chandler Fruit and Chris Korb how to drive the skid steer.
- Chandler had an incident where he smashed and cut his finger while putting a snowplow on a truck. I took him in to have it looked at and bandaged up.
- The water truck's plow was leaking hydraulic fluid, so we replaced an O-ring, and it sealed up and stopped leaking.
- Emptied the parks garbage's as needed each week.
- Snow plowing and salting as needed.

- Clean garbage out of trucks after plowing and clean all windows from salt.
- Joe and I looked at the boiler system at the library before the new company came out and seen metal shavings by the water pump and decided to let an expert look at it.
- While looking into the boiler not working, we decided to update the batteries in the thermostat.
- We took the wreath down from the village hall after the ice on the roof had melted.
- The side toolbox on the GMC dump had been run into a few times while loading logs/trees and was barely usable, we took it off the truck and straightened it out and added a new hinge to the door. It works like new again.
- The Bobcat skid steer had a severe oil leak and our guys looked at it and said that they believed it was a main seal, we then took it to CSR Bobcat in DeKalb, and they had found that a "plug" had fallen out of the engine, easy fix for them.
- We went around town clearing and lowing snow piles at intersections, and cleared the sidewalk in Kirkwood that was plowed in due to drifting the weekend prior.
- We removed snow from bus stops that were plowed in.
- In preparation for the rain that was expected, we went around town clearing storm drains.
- We had a few plow lights that needed replaced either from burning out or from hitting manholes/ sewer caps.
- We placed a temporary stop sign up at Malta and Rt. 72 after someone hit and knocked down the old one. The state was out and replaced the old one.
- Fixed the salt spinner light on the F-550 after it had burnt out.
- We did an oil change on the backhoe after many hours of snow plowing.
- We had a sink hole forming at the exit of the pharmacy drive-thru and Railroad Alley, we dug it up to explore and found old foundation pieces of the Morris Hotel with voids in between them. We used some geotextile when filling the hole to keep the new gravel from mixing in with the dirt/mud that was currently there.
- We had issues with some streetlights on Main St. in the residential area where the circuit breaker would trip every couple of days between Christmas and New Years. I thought that it may be our ornaments but after taking the ornaments down we realized that they weren't the issue. When the state dug up the conduit in November of 2022 during their A.D.A. sidewalk replacements they had told us where they thought they had possibly damaged the conduit, never mentioning the powerlines that they apparently pulled on as well. We had GPSed the area at that time in case something like this happened. As soon as we dug up the wires, we found the affected area and cut out the burnt area and spliced the wire back together and used heat shrink to seal the splices.
- After having to use limestone chips for traction during the last rain/snow event we have used the street sweeper to clean them up, and any leaves and debris left in the curbs.

This is in no way an all-inclusive list but, is most of the things done.

Thanks, Jim Stark

Village of Kirkland Public Works Report for December 2023

Tasks completed and underway

- Continued cleaning and organizing of the public works garage and sewer plant.
- We received our main broom for the street sweeper, and we are currently trying to fix the conveyor belt bearing that stopped spinning.
- We hung the new Christmas tree lights on the town tree.
- Continued mapping storm sewers.
- We put up a snow fence at Forest and Kennedy to help with the blowing of snow.
- We painted and decorated a wooden Christmas tree for the public works crew and hung it on a streetlight.
- We painted the rusty tailgate on the GMC dump.
- Finished hauling salt from the sewer plant to the new salt barn.
- Check GFI's on light poles when it rains and reset some as needed.
- Pick up the extra wooden Christmas trees from the village hall, painted them, and put them into storage.
- Replace two broken plow markers that people have run over.
- We moved all the salt that was stored on Brennan dr. into the salt barn and moved the cement blocks that were surrounding it.
- We picked up a portable welder and I had Jake Miller work on the 4th St. lift station door to reinforce where it had a few rusty support channels.
- Empty garbage cans on Main St. and at the parks.
- After receiving a blueprint of the Pearl St. bridge plan, our crew has been hard at work cutting down and removing all the trees that are in the affected area. As of January 1st, this has saved the village approximately \$50,000. off the bridge installation costs, and once the additional right of way is purchased, we will be cutting down and removing more.
- We replaced the main drive belt on the Bobcat skid steer, it had over 1500 hours on it, and they usually last about 750 hours and had never been replaced.
- We had an aerator motor go out on us, so we had to use one that was going in for rebuilding to replace it with and we will send the broken one back for an inspection.
- We put up the Blue-Ribbon Award banners on the streetlights.
- Removed a very large tree stump in Pioneer park's parking area.
- We cut and trimmed Arctic Willows down in the Bull Run Creek retention area, and then trimmed the whole area down to a 6-inch height because it would not burn.
- Picked up downed logs at Pioneer Pond.
- A vehicle hit the street sign at 6th and Hortense, so we straightened that out.
- We washed trucks and equipment as soon as possible after each snow/ icing event.
- We had a garage door wheel brake; I ordered a new one and we replaced it.
- We picked up trash in the ditches around town after windy garbage days.
- We have completed our lead service inspection list, and Joe will get the forms turned into the state.
- We have replaced aged water meters with new ones in residences.

- It took approximately 6-7 hours to read water meters in the month of December.
- We received a delivery with the secondary containment items that we ordered for the wells.
- We started an inventory list of everything that we have in the shop and have purchased a few sockets and other miscellaneous tools to complete the sets that we currently own.
- We have cold patched potholes throughout town.
- We have filled potholes in the alleys with gravel where needed.
- Salt sidewalks, roads and bridges as need be when raining/ freezing rain occurs.

This list is most of the stuff that we had achieved for the month,
But in no way an all-inclusive list.

Thank you, Jim Stark

VILLAGE OF KIRKLAND
GENERAL BOARD MEETING
PUBLIC COMMENT
SIGN-IN-SHEET
DATE: 2/5/24

Please **PRINT** clearly.

Name:

Group or Organization:

Issue to Discuss:

Ina Solorzano

water bill

~~Steve DeVries~~

~~VAC~~