

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, March 4, 2024**

OFFICIAL MINUTES

- I. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Chambers, Trustee Marshall, Trustee Fruit, Trustee Benes and Trustee Ziegler.
- II. **President Pro Temp** - In President Block's absence, Attorney Brad Stewart asked for a motion to appoint a President Pro temp. Trustee Fruit made a motion to appoint Trustee Ziegler as President Pro Temp, with a 2nd by Trustee Chambers. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Ziegler and Michener, voted yes. Motion carried.
- III. **Call to Order** – President Pro Temp Trustee Ziegler called the Board of Trustee Regular Meeting to order at 7:02 P.M.
- IV. **Approval of Meeting Minutes** – Trustee Zieger President Pro Temp asked for a motion for the approval of Meeting Minutes from February 5, 2024. Trustee Fruit made a motion for the approval of Meeting Minutes from February 5, 2024, with a 2nd by Trustee Chambers. Trustee Michener abstained. On a voice call vote all in favor. Motion carried.
- V. **Approval of Warrant** – Trustee Zieger President Pro Temp asked for a motion to approve the Warrant in the amount of \$83,824.57. Trustee Chambers made a motion to approve the Warrant in the amount of \$83,824.57, with a 2nd by Trustee Marshall. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener and Benes voted yes. Motion carried.
- VI. **Reports** -
 - a. **Public Works** – Jim Stark gave his report for February 2024, see attached.
 - b. **Police Report** – Chief Davenport gave his report for February 2024, see attached.
 - c. **Committee Reports** -
 1. **Tree Committee** – Held a meeting on February 12, 2024. Their next meeting will be March 12th at 7:00 P.M. at Village Hall.
- VII. **Guest Speaker** – None
- VIII. **Unfinished Business** – None
- IX. **New Business** –
 - a. **Discussion / Approval of Resolution 2024-01/ Requesting Illinois Route 72 be Closed on Thursday, July 4, 2024 for the Kirkland Lions Club 4th of July Parade** – President Pro Temp Trustee Ziegler asked for a motion to approve Resolution 2024-01 / Requesting Illinois Route 72 be closed on Thursday, July 4, 2024 for the Kirkland Lions Club 4th of July Parade. Trustee Fruit made a motion for the approval of Resolution 2024-01 / Requesting Illinois Route 72 be closed on Thursday, July 4, 2024 for the Kirkland Lions Club 4th of July Parade, with a 2nd by Trustee Chambers. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.

- b. Discussion / Approval for the Village of Kirkland Street Department Utility Work Permit – Trustee Ziegler President Pro Temp asked for a motion for the approval for the Village of Kirkland Street Department Utility Work Permit. Trustee Benes made a motion for the approval of the Village of Kirkland Street Department Utility Work Permit with a 2nd by Trustee Chambers. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers and Marshall voted yes. Motion carried.
 - c. Discussion of Permit Fee and Bond for Utility Work via Ordinance within Village of Kirkland – After some discussion, the Board of Trustees asked Chad from Fehr-Graham if he could find out from other community's what they do for this and bring his findings to April's Board Meeting.
 - d. Discussion of Intergovernmental Agreement between Village of Kirkland and Kirkland Public Library – Trustee Fruit asked Attorney Brad Stewart to explain an Intergovernmental Agreement. After some discussion, the Board of Trustees would like to revisit this at April's 2024 Board of Trustees meeting after IMLRMA does a revisit and gives us a update on the cash value on this property.
- X. Adjournment – At 8:05 P.M., Trustee Ziegler President Pro Temp asked for a Motion to Adjourn. Trustee Fruit made the Motion to Adjourn with a 2nd by Trustee Chambers. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, April 15, 2024, at 7:00 P.M.



Carol Stiegman
Village Clerk



Trustee Ziegler
President Pro Temp

Village of Kirkland Public Works Report for February 2024

Tasks completed and underway

- Continued cleaning and organizing of the public works garage and sewer plant.
- ✍️ We have been working with Chad Connel, Chief of the fire dept. to make it easier for him to access the information he needs on our flow testing. —
- Salt and plow roads as necessary throughout the month.
- We had to crush the old salt that had solidified so that it would flow through our augers on our dump trucks.
- After each plowing/ salting event we wash the vehicles used a.s.a.p.
- Worked on upgrades in well 2.
- Cleaned grease off the sensors and grinder in the influent pit at the sewer plant.
- Joe spoke with Euclid chemicals about their water meter and the back flow certifications that they were late on turning in. He received the info needed.
- Placed road posted signs for weight limits in town with guidance from the county.
- Replaced old allen bolts on the streetlight covers with regular stainless-steel bolts. The allen bolts would strip out after being a couple years old.
- We cut some diseased and damaged trees at Pioneer Park.
- We cold patched potholes and edges of road throughout the village.
- Fixed the GMC salt spreader when it would not spin correctly.
- ✍️ We found that one of our picnic tables at Behnke Park was burnt to a point where it was unusable and needed to be discarded.
- Continued mapping storm sewers.
- ✍️ We found 2 manholes near the walking path that are part of our storm sewer system, they were about 4 and 6 inches below grade and will be needed for clean-outs when necessary.
- Took the street sweeper out a few times and swept the streets.
- We sifted through the blacktop chunks and pieces from various jobs and water main breaks that we have had and cleaned it up and dropped it off at Currens in DeKalb for a fee.
- Fixed potholes and bumps in alleys with gravel.
- ✍️ The “STAY BACK” sticker on the F-550 had been deteriorating for a while so we scraped it off and I had a new one made and installed.
- We trimmed some bushes on Main St. that were hanging over the sidewalk and scratching our Kubota when clearing snow.
- After hearing from Fehr Graham that our public works building is being moved from its original plan, we took up the old, damaged silt fence and posts. We will be replacing that in the correct spot soon.
- ✍️ I was notified that the GMC dump truck had a recall on the fuel pump, so I made an appointment and had that replaced.
- We have been cleaning up the gravel in Railroad alley from the winter plowing season.

- ✍ When flooding from the ice jam in late January, Water from the river flowed across the gravel road leading through Pioneer Park, we have been fixing this on days when time permits.
- ✍ The entire crew, except for Joe, went to NIU for excavator/dig training provided by local pipeline companies.
 - We did more tree trimming and clearing of the Bull Run Creek behind Kennedy Dr.
- ✍ We replaced 6 broken lug bolts out of 10 on the back passenger wheel of the F-550. I'm guessing that they were over tightened when we had new wheels put on.
- We encased and re-routed the feed tubes for the chemicals at well 2 to make it safer in the case of cracked or broken tubes.
- We added gravel around our water samplers, so we don't have to stand in water to complete our tests.
- ✍ We purchased a cement parking block for the spot by Resource Bank with the fire hydrant, installed it and installed the two delineators.
 - We bumped into the garage door track on one of the Morton buildings doors, I called Raynor in Dekalb and they came and fixed it.
- ✍ We read meters in February, and it only took approximately 4 to 4.5 hours to complete.
 - Tightened hydraulic fittings on Bobcat skid steer that started leaking.
 - Took the Cat skid steer up to the school for FFA tractor day for viewing.
 - We trimmed dead tree branches that were hanging over the road in Hickory Ridge.
 - We spent a few days cleaning up logs and trees that were washed up from the flood.
 - We cut down a badly trimmed tree from Com Ed that was half dead, on Prospect at 3rd St. that was growing up in the powerlines.
- ✍ While cleaning up the tree debris behind Pioneer Park we came across an old dumping site from when the trailer park flooded, we spent a couple days there cleaning out as much as we could.

This is in no way an all-inclusive list, but it is a majority of the tasks done.

Thanks,
Jim Stark



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



3/4/24

Village of Kirkland, Illinois Board Meeting

7:00pm

Village Hall

February 2024 Monthly Police Report

The Kirkland Police Department handled forty-nine (49) reportable events for the month of February.

Tax scam season—see attached flyer for additional information

Package scam awareness—see attached flyer for additional information

Pretextual stops—Rep Slaughter's Bill—who was behind that? Cook County State's Attorney Office. We have been asked as LE to let our constituents know so they are aware of who was pushing this.

Two new Auxiliary Officer's being onboarded, two additional Auxiliary Officers on deck as mentioned in our last Police Committee Meeting

Possible new hire candidate—to be discussed in Police Committee

Senior Citizen's Wellness check Program—Proposal to begin a program between local LE, Kirkland Fire, and Volunteers to check on our elderly population or those with medical conditions.

What interest is there for something like this?

SCHOOL:

Free gun locks—in conjunction with the school we were able to acquire free gun locks to be distributed to the public

Student ride to school—the school auctioned off a trip with Kirkland Police as part of a fundraiser—student was transported with KPD and Elementary Principal Caitlin Benes. The student was able to ride in the squad and received a free KPD t-shirt



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



CUSD #426 Winter Formal on 2/24/24--Chief Davenport attended the Winter Formal for Police coverage

TOO GOOD Program will begin this week for the 5th Grade Students—two classes and weekly visit will be conducted by Chief Davenport

New Material and curriculum kit was purchased as you will see on the warrant this month or next.

T-Shirts will be ordered in the near future as well for the students

Adjudication court:

We had approx. 5 citations that went unpaid and no court appearance fines and court costs imposed on those

Arrests / Officer Activity:

Suspicious activity call

Multiple Business checks

Domestic violence—suspect transported

Multiple citations and warnings issued for parking and ordinance violations

Squad Maintenance

DUI Arrest above .08

Sex offender registrations—multiple

Traffic stops to include:

Minor traffic infractions-multiple

Traffic stop with warrant

Traffic stop uninsured and suspended registration

Onboarding of new Auxiliary

Parking complaint

Assist KFD

Assist Other LE Agency

Training in-house

AGENDA
Board of Trustees Regular Meeting
Village of Kirkland
Kirkland, Illinois 60146
Monday, March 4, 2024 – 7:00 P.M.

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Comments from Audience
- V. Approval of Minutes
- VI. Approval of Warrant
 1. Fiscal Year 2023-2024 Budget Update – Q3
- VII. Reports
 1. Public Works Report
 2. Police Report
 3. Committee Reports
- VIII. Guest Speakers
- IX. Unfinished Business
- X. New Business
 1. Discussion / Approval of Resolution 2024-01 / Requesting Illinois Route 72 be Closed on Thursday, July 4, 2024 for the Kirkland Lions Club 4th of July Parade
 2. Discussion / Approval of Village of Kirkland Street Department Utility Work Permit
 3. Discussion of Permit Fee and Bond for Utility Work via Ordinance within Village of Kirkland
 4. Discussion of Intergovernmental Agreement between Village of Kirkland and Kirkland Public Library
- XI. Executive Session
 1. Litigation [pursuant to 5 ILCS 120/2(c)(11)]
- XII. Adjournment