

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
March 7, 2016**

OFFICIAL MINUTES

- I. Call to Order. President Bellah called the meeting to order at 7:06 p.m. and asked for a roll call.

- II. Roll Call. Members answering present as follows: Ford, Ziegler, McMurray/Wanda, Harvel, Micele, McMurray/David. Also in attendance were Chief Paul Lindstrom, Public Works Superintendent Paul Naugle, Village Attorney Scott Puma, Village Engineer Jim Sparber, and village treasurer Dave Jepson.

- III. Comments From Floor
 1. Jean Klock – Recorded meetings did not require a server, village invoices from Baxter & Woodman and Ancel, Glink were paid within a couple of days of receipt and not viewed by the Finance committee.

- IV. Approval of Minutes. Minutes of General Board meeting held on February 22, 2016 were presented for approval. Motion by Ford with 2nd by McMurray, D. to approve minutes as read. On a roll call vote Ford, Ziegler, McMurray, W., Micele, McMurray, D., Harvel voted yes. Motion carried.

- V. Financial Report.
 1. No report. Treasurer Jepson indicated that February report along with YTD figures will be presented at 2nd meeting of the month.

- VII. Reports
 1. Police - See report dated February 2016. Meeting in Kingston for adjudication software to be held on March 16, DARE program to be held at Hiawatha on March 18, meeting regarding DeKalb County Dispatch to be held on March 14.
 2. Public Works – See report dated February 2016. Tires for Bobcat will be replaced as needed.
 3. Zoning – No Report.
 4. Pioneer Park – No Report.
 5. Economic Development – No Report. No final date for opening at new pizza restaurant. Possible buyer for old Dollar Store as price negotiation for purchase of building is ongoing.
 6. TIF and Revolving Loan – No Report.
 7. Committee Reports
 - Police Committee – No Report.
 - Ordinance Committee – No Report.

Finance Committee – See minutes from committee meeting held on March 5, 2016. No questions.

Water & Sewer Committee – No Report.

Streets & Alleys Committee – No Report.

Parks Committee – No Report.

VIII. Scheduled Speakers

1. Ryan Block/Hiawatha School Board-TIF Funds Request – Mr. Block presented to mayor and board a request for TIF funds which included historical review of previous TIF funds donated per year since 1999. Current request was for \$205,700. Item moved to upcoming budget meetings discussion.

IX. Unfinished Business

1. Appraisal of Property at 419 Main Street – Attorney Puma indicated that appraisal has not yet been completed. Puma to follow up.
2. Renovation of Police Department Garage – Police officer Miller met with Bill Dettmer to get guidelines for renovation. Will meet again to go over designs and then obtain prices. Follow up with board after that meeting.
3. Bull Run Creek Update – Application for permit submitted to IDNR but no response received as of yet. Received communication from FEMA regarding 4 (four) specific milestones they are looking for. July 1st – need lowest floor elevation; August 1st – Permit from IDNR; September 1st – Construction started on project (will need to bid at least 2 months prior to meet that deadline); Within 60 days of IDNR permit issuance to provide FEMA proposal to mitigate any flood related risk to the existing structures in item 1 (ones adjacent to flood plain). Also received letter from Army Corp of Engineers regarding wetland issues. Seeking clarification as there were some items that were not clear such as jurisdictional determination. Letter requested 30-45 day response time. IDNR letter also received regarding archeological survey which Baxter & Woodman followed up with Illinois Historic Preservation and found no further action needed. Attorney Puma met internally with members of his firm to assess additional financing options other than the full faith of the village.

X. Resolutions, Ordinances, and Miscellaneous Business

1. Ordinance 16-04/Amending Section 76.02 of the Village Code – Motion by McMurray, D. with 2nd by Ziegler to pass as read. On a roll call vote Ziegler, McMurray, W., McMurray, D., Harvel, Ford voted yes, with Micele voting no. Motion carried.

XI. New Business

1. Kirkland Lions Club Fireworks Donation – Letter from Kirkland Lions club requesting donation for fireworks. Item moved to budget talks agenda.
2. Water Tower Painting – Supt Naugle requested direction from board regarding action to be taken regarding painting. After much discussion, board consensus was to move item to fall to complete.

3. Employee Time Sheets – Trustee Ziegler shared inconsistency with timesheets currently being utilized as opposed to how current pay period is outlined in employee handbook. Trustee Ziegler and Trustee Ford to rewrite timesheet so that all departments are consistent in how time worked, vacation, and comp time is reported.

XII. Executive Session

Motion by Ford with 2nd by McMurray, D. to move to Executive Session to discuss Personnel under Section 2(c) (1). On a roll call vote McMurray, W., Micele, McMurray,D., Harvel, Ford, Ziegler voted yes. Motion carried.

Motion by McMurray,D., with 2nd by McMurray,W. to return to regular session. On a roll call vote Micele, McMurray, D., Harvel, Ford, Ziegler, McMurray, W. voted yes. Motion carried.

XIII. Second Meeting of the Month

Second meeting is scheduled for March 21, 2016 at 7:00pm

Adjournment

Motion by McMurray, D.. with 2nd by Harvel to adjourn meeting. Aye voice vote carried unanimously. Meeting adjourned at 8:00 pm.

ATTEST:

Theresa A. D'Amato
Village Clerk

Les Bellah
Village President