

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
June 4, 2018**

OFFICIAL MINUTES

- I. **Call to Order** - Village President Block called the meeting to order at 7:00 P.M. and asked for a roll call.
- II. **Roll Call** - Members answering present as follows: Trustee Ford, Trustee Ziegler, Trustee DeVlieger, Trustee Micele & Trustee Harvel, & Trustee Wiegartz absent.
- III. **Comments from the Audience** - Linda Fett reminded everyone about the Salad Luncheon on Thursday from 11:00 A.M. to 1:00 P.M. President Block also let everyone know that they will be honoring the 2018 Citizen of the Year, which was Linda Fett.
- IV. **Approval of Minutes** - Village President Block asked for a motion to approve the minutes from Budget Hearing on May 7, 2018 and Regular Board Meetings on May 7, 2018 and May 21, 2018. Trustee Ziegler made a motion to approve the minutes from Budget Hearing on May 7, 2018 and Regular Board Meetings on May 7, 2018 & May 21 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Ziegler, DeVlieger, Micele and Harvel voted yes, Trustee Ford abstained and Trustee Wiegartz is absent. Motion carried.
- V. **Approval of Warrant** - Village President Block asked for a motion to approve the Warrant in the amount of Ninety-Eight Thousand, Eight Hundred Forty-Three dollars and Eighty-Four cents. Trustee Ford made a motion to approve the Warrant in the amount of \$98,843.84 with a 2nd by Trustee Ziegler. On a roll call vote Trustees DeVlieger, Harvel, Ford and Ziegler voted yes, Trustee Micele voted no and Trustee Wiegartz is absent. Motion carried.
- VI. **Financial Report** - No Financial Report at this time.
- VII. **Reports-**
 1. **Police Report** - Chief Davenport gave a report on how Coffee with the Cop went. Linda Fett made a suggestion that maybe the reminder could be done a little sooner. President Block informed the Board that we did have the old Police cars up for bid, did not receive any bids so there will not be any bids to open. We will have to reevaluate the starting bid on the cars and increase advertisement of sealed bids on Village website and Facebook page.
 2. **Public Works** - Dale Miller gave his report on the Water Department; they finished the chlorinator at the plant and it came on-line May 1. The next change is to get Well 3 transferred over to a similar set-up. Joe Cavany is looking to start the new water meter change out program. We are lucky to have Jim Starks on the Water side, however it is hard to find someone to work only 3-4 days every other month, so by starting to implement the radio read meters they can be read by slowly driving by.
For the Street Department, we are working on the road and sidewalk project for 2018. Dale would like to have Fehr-Graham give us estimate on the roads that were talked about, so we know how much it is going to cost. Sidewalk project has been started and calls were made on pricing. The only two that got back to me were the same two from last year, but luckily for us they gave us the same price as they did last year. The Public Works guys have been mowing, taking down trees and all of the regular activities required around town. However, we lost our last zero-turn mower and need to work on replacement mowers and engines.
 3. **Kirkland Community Center Committee**- We were going to try and get together but because of all other things going on it just did not happen. The Committee will meet prior to the July meeting and provide a report out.
 4. **Economic Development** – Will cover under old business
 5. **Committee Reports:**

- a) Police Committee - Had a meeting to go over the proposed wages
- b) Ordinance Committee - Nothing
- c) Finance Committee - Nothing
- d) Water & Sewer Committee - Had a meeting to go over proposed wages
- e) Streets & Alley Committee - Had a meeting to go over proposed wages
- f) Parks Committee - Nothing

VIII. **Scheduled Speakers** - None

IX. **Unfinished Business** -

1. **Update on Economic Development Study with NIU Center for Governmental Studies** - The Village President and Village Clerk had there with interviews along with Dale and Adam had to do a phone interview. Then they had the interviews with the business. After the business they had some down time so went ahead and gave them a tour of the Village. At 5:00pm rounded the day with the origination interviews.
2. **Update on Mediacom Building Lease Ordinance Proposal** – Trustee DeVlieger sent the revised contract out to them today.

X. **New Business-**

1. **Approval of Ordinance No. 2018-05 / Ordinance Authorizing Aggregation of Electrical Load** - President Block turned the floor over to Shawn - he explained that our Aggregation Contract is up in October 2018 and because of the time frame on the opt-out program they would like to ask to have the Ordinance authorizing President Block to sign the contract. President Block asked for a motion to approve Ordinance No. 2018-05 / Authorizing Aggregation of Electrical Load. Trustee DeVlieger made a motion to approve Ordinance No. 2018-05 / Authorizing Aggregation of Electrical Load with Kirkland aggregation load not to exceed .0735. A 2nd was by Trustee Ford. On a roll call vote Trustees Micele, Harvel, Ford, Ziegler and DeVlieger voted yes with Trustee Wiegartz absent. Motion carried.
2. **Approval of Ordinance No. 2018-06/ Ordinance Establishing Prevailing Wage Rates for the Village of Kirkland** - President Block asked for a motion to approve Ordinance 2018-06 / Establishing Prevailing Wage Rates for the Village of Kirkland. Trustee Ford made a motion to approve Ordinance 2018-06 / Establishing Prevailing Wage Rates for the Village of Kirkland with a 2nd by Trustee Ziegler. On a roll call vote Trustees Harvel, Ford, Ziegler and Micele voted yes, Trustee DeVlieger voted no and Trustee Wiegertz is absent. Motion carried.
3. **Approval of Ordinance No. 2018-07/ An Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method Within the Subject Area of the Village of Kirkland**- President Block asked for a motion to approve Ordinance No 2018-07 / An Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method Within the Subject Area of the Village of Kirkland. Trustee DeVlieger made a motion to approve Ordinance No 2018-07 / An Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method within the Subject Area of the Village of Kirkland, a 2nd was made by Trustee Ziegler. On a roll call vote Trustees Harvel & Micele voted no, Trustees Ford, Ziegler, DeVlieger voted yes, President Block voted yes and Trustee Wiegertz is absent. Motion Carried.
4. **Approval of Fehr-Graham to provide 2018 Village of Kirkland Street Project Quote and Bid Package per plan identified by Street Department** - Dale ask the Board to approve Fehr-Graham to go out and give us quote on the streets that have been identified. President Block asked for a motion to approve Fehr-Graham to provide the Village of Kirkland a 2018 Street Project Quote and Bid Package per plan identified by the Street Department. Trustee Ziegler made a motion to approve Fehr-Graham to provide the Village of Kirkland a 2018 Street Project Quote and Bid Package per plan identified by the Street Department with a 2nd by Trustee Ford. Trustee DeVlieger asked Fehr-Graham what they felt the cost to do this would be and Jason Stoll indicated that it should not exceed more than a \$1,000. Jason said that we could start with \$1,000 and do it in small increments if we wanted. Trustee Ziegler amended her motion for the amount by Fehr-Graham not to exceed \$1000.00 and a 2nd was made by Trustee Ford. On

a roll call vote Trustees Ford, Ziegler, DeVlieger, Micele and Harvel voted yes, Trustee Wiegartz is absent. Motion carried.

5. **Approval of Gary W. Anderson to provide Architectural Services to Village of Kirkland for the Kirkland Community Center** - President Block informed the board that he reached out to two other Architectural services, one out of Sycamore and the other out of DeKalb, and he got little to no response back. President Block explained that one called back and explained that they do not bid on jobs that they do not think they are going to get so they did not even want to come out and look at the project. At this point all we have is the one quote is from Gary W. Anderson. I also received information from Trustee Harvel that was shared with the Board. President Block explained that we can table until we can get together with the Community Center Committee or we can pass it with Gary W. Anderson. Trustee Ziegler asked because of the information that was received from Trustee Harvel and with what work that has been done can we maybe negotiate some of this. Trustee Micele thinks that we need to wait for the committee meet and let them make a recommendation to the Board as to what they think. Trustees Harvel and DeVlieger agreed. Trustee DeVlieger made a motion to defer action on this until the July meeting with a 2nd by Trustee Harvel. On a roll call vote Trustees Ziegler, DeVlieger, Micele, Harvel and Ford voted yes and Trustee Wiegartz is absent. Motion carried.
6. **Approval to replace sidewalks on 3rd Street, Kirkwood and within TIF District** - President Block asked for a motion to approve replacing sidewalks on 3rd Street, Kirkwood and within TIF District. This is just for the sidewalks we had budgeted for. Dale questioned the Board that in the past you had talked about having sidewalks on only one side of the street. Trustee Micele questioned that when we were checking the sidewalks did we look at the worst sidewalks first? She stated that we have some sidewalks that are in really bad shape and we need these done first. Village Attorney Brad Stewart expressed concerns about the fact that we have so many sidewalks that are in bad shape, suggested that we take a look at identifying the bad ones, do something like putting flag by them and getting the word out to the public that if you see a flag to proceed with caution. President Block amended his request for Approval to replace sidewalks on 3rd Street, within TIF District but to exclude Kirkwood and not to exceed \$16,000. Trustee DeVlieger made a motion to approve to replace sidewalks on 3rd Street, within TIF District but to exclude Kirkwood and not to exceed \$16,000, a 2nd was made by Trustee Ford. On a roll call vote Trustees DeVlieger, Micele, Harvel, Ford and Ziegler voted yes and Trustee Wiegartz is absent. Motion carried.
7. **Approval to purchase Zero Turn Lawn Mower from DeKalb Lawn & Equipment Company** - President Block explained that we are now down to no zero-turn mowers. We had budgeted for a new Zero Turn last year because the one we have is 14 years old, we were lucky it made it through last year, however this year not so lucky. President Block asked for a motion to approve the purchase of a Zero Turn Lawn Mower from DeKalb Lawn & Equipment Company. Trustee Ziegler made a motion to approve the purchase of a Zero Turn Lawn Mower from DeKalb Lawn & Equipment Company not to exceed \$10,000 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Micele, Harvel, Ford, Ziegler and DeVlieger vote yes, Trustee Wiegartz is absent. Motion carried.
8. **Approval to purchase LED Lighting for Downtown Street Lights from LED Rite** - Dale explained that the LED light bulbs from LED Rite look better when they take out the reflector that are inside the globe. As they put in the new bulbs they are going to clean the inside of your globes, remove the shield and fasten the globes together. Trustee Micele questioned about the homes that the lights shine in the windows. President Block said they would proceed with homes on a case-by-case basis. President Block asked for a motion to approve to purchase LED lighting for Downtown Street Lights from LED Rite. Trustee Ziegler made a motion to approve to purchase of LED lighting for Downtown Street Lights from LED Rite not to exceed \$5,000, a 2nd was made by Trustee DeVlieger. On a roll call vote Trustees Harvel, Ford, Ziegler, DeVlieger and Micele voted yes, Trustee Wiegartz is absent. Motion carried.
9. **Approval of Public Works Expenditures for June 2018** - President Block asked for a motion to approve Public Work Expenditures for June 2018. Trustee DeVlieger made a motion to approve Public Work Expenditures for June 2018 not to exceed \$10,300 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Harvel, Ziegler, DeVlieger and Micele voted yes, Trustee Ford voted no and Trustee Wiegartz is absent. Motion carried.

- XI. Adjourn to Executive Session** - Village President asked for a motion to go in to Executive Session for purpose of Appointment, Compensation, Discipline, Discharge and /or Performance of Specific Employees. Trustee DeVlieger made a motion to go in to Executive Session for Appointment, Compensation, Discipline, Discharge and /or Performance of Specific Employees with a 2nd by Trustee Harvel. On a roll call vote Trustees Ford, Ziegler, DeVlieger, Micele and Harvel vote yes, Trustee Wiegartz is absent. Motion carried.
- XII. Return to Regular Session from Executive Session**- At 9:03 P.M., Monday, June 18, 2018, the Board returned back to Regular Session.
- XIII. Roll Call** - Members answering present as follows: Trustee Ford, Trustee Ziegler, Trustee DeVlieger, Trustee Micele and Trustee Harvel. Trustee Wiegartz was absent.
- XIV. Action from Executive Session** - President Block asked for approval of Wage Increases for Village Employees as presented. Trustee Ziegler made a motion for approval of Wage Increases for Village Employees as presented with a 2nd by Trustee DeVlieger. Trustee Wiegartz is absent, Trustees Ford, Ziegler and DeVlieger voted yes, Trustees Micele and Harvel voted no and President Block voted yes. Motion carried.

President Block asked for a motion to authorize Chief Davenport to hire an Adjudication Clerk. Trustee Ford made a motion to approve Chief Davenport to hire an Adjudication Clerk with a 2nd by Trustee Ziegler. Trustees Harvel, Ford, Ziegler, DeVlieger and Micele voted yes with Trustee Wiegartz absent. Motion carried.

- XV. Adjournment** - President Block asked for a motion for Adjournment. Trustee DeVlieger made a motion to adjourn with a 2nd by Trustee Micele. On a voice call vote all voted yes and meeting adjourned at 9:06 P.M.

Next Board of Trustees Regular Meeting will be July 9, 2018 at 7:00pm



Carol Stiegman
Village Clerk



Ryan Block
Village President