

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Meeting  
Monday, June 7, 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** – Colleen Ford questioned the fines and fees for a Hen Coop License. Colleen is concern with the \$25.00 fees every year for a license. She would like to know what the \$25.00 is being used for and if her chickens are not in violation why should she have to pay for ones that are. President Block explained his thought process and he agrees that if your chickens did not have any complaints then your fee would be waived. However, if we received a complaint on your chickens then you would be required to pay the \$25.00 for that year. After some discussion, Trustees asked President Block if he could have this on the agenda for July 2021 meeting.
- V. **Approval of Minutes** - President Block asked for a motion to approve the Budget Hearing and Regular Board Meeting Minutes for Monday, May 3, 2021. Trustee Fruit made a motion to approve the Budget Hearing and Regular Board Meeting Minutes for Monday May 3, 2021, 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 \$114,994.53. Trustee Ziegler made a motion to approve the Warrant in the amount of \$114,994.53, with a 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener and Benes voted yes. Motion carried.
- VII. **Guest Speaker** – Shawn Ajazi (Progressive Business Solutions – Electric Aggregate Program) is here to talk about our Electric Aggregate that is up in October. We are currently in an agreement with AEP Energy and the contract rate is 6.595 cents. Kirkland is part of an aggregation group with 11 communities, this gives us a better rate. This year they are recommending a 24-month agreement to receive the better rate. At this time, Shawn is looking for approving the Ordinance to allow President Block to sign the agreement.
- VIII. **Reports** -
  - a. **Police Report** – Chief Davenport gave the June 2021 Department Monthly Police Report - please see attached.
  - b. **Public Works** – Dale Miller gave the June 2021 Village of Kirkland Public Works Report – please see attached.
  - c. **Committee Reports** -
    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 – Nothing to report

**IX. Unfinished Business –**

**X. New Business –**

- a. Approval of Ordinance 2021-06 / Ordinance Authorizing Aggregation of Electrical Load – President Block asked for a motion for the approval of Ordinance 2021-06 / Ordinance Authorizing Aggregation Of Electrical Load. Trustee Ziegler made the motion for the approval of Ordinance 2021-06 / Ordinance Authorizing Aggregation of Electrical Load, with a 2<sup>nd</sup> made by Trustee Chambers. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.
- b. Approval of MFT FY 2021-2022 Municipal Estimate of Maintenance Cost, Resolution for Maintenance under the Illinois Highway Code and BLR 05520 Forms – President Block asked for a motion for the approval of FY 2021-2022 Municipal Estimate of Maintenance Cost, Resolution for Maintenance under the Illinois Highway Code and BLR 05520 Forms. Trustee Ziegler made a motion for the approval of FY 2021-2022 Municipal Estimate of Maintenance Cost, Resolution for Maintenance under the Illinois Highway Code and BLR 05520 Forms with a 2<sup>nd</sup> made by Trustee Fruit. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers and Marshall voted yes. Motion carried.
- c. Discussion and Approval of 2021 Kirkland Street and Water Design Project with Fehr-Graham – After some discussion, President Block asked for a motion for the approval of 2021 Kirkland Street and Water Design Project with Fehr-Graham. Trustee Fruit made the motion for the approval of the 2021 Kirkland Street and Water Design Project with Fehr-Graham not to exceed \$30,250.00, with a 2<sup>nd</sup> made by Trustee Ziegler. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes. Motion carried.
- d. Discussion of engaging Fehr-Graham for Site Development of new Public Facilities Property – Dale Miller asked the board to bring in Fehr-Graham for the site development for the new Public Works Facilities. Dale has been working on trying to get some quotes for the new building but because it must go out for bid, he is not having any luck on getting call backs. We cannot get the paperwork for the grant turned in until we get this information. President Block asked Jeff to bring back a proposal from Fehr-Graham in July what it would cost to do a site plan. Will revisit this at July's meeting.
- e. Discussion of purchasing Used Tracked Skid Steer and Vibratory Roller – President Block would like to combine both e & f. We need to find out what we are doing with the truck before we think about Tracked Skid Steer and Vibratory Roller. Dale Miller explained that right now we do cold patching, if we had tracked skid steer and a vibratory roller, we could do hot patch, which is much cheaper than cold patch. Will revisit this at July's meeting
- f. Discussion and Approval of New Engine for Public Works Ford F350 Pickup – Dale informed that he lost a truck this week. The truck is a 2008 Ford F350 pickup, it needs a new motor the cost for a new motor is \$8000.00 to have in put in by Jimmy Consoles or to by a new truck with the State Bid Program, a base price is \$38,212.00 and then add another \$12,000.00 for plow and lift gate. Trustee Fruit would like to have Dale investigate other State Bid Program. Will revisit this at July's meeting.

- g. Discussion on Village of Kirkland Sidewalks and Replacement Process – President Block gave the Trustees all different streets and asked them to look at the sidewalks and bring back their findings to the July meeting.
- h. Discussion of South Street Extension West of 6<sup>th</sup> Street – The Sawmill would like to extend South Street past 6<sup>th</sup> Street. He owns the property at the end of South St. and would like to have an entrance to that property. The Board’s feeling is that that is residential and really do not want large trucks going in and out with the possibility of small kids around the area. He comes in and out off Rt 72 and they would like him to continue coming off Rt 72.
- i. Discussion of Village of Kirkland Sump Pump Ordinance / Enforcement – Jessica brought up that in the past some residents have their sump pumps going into the sanitary sewer. This is some thing that will cause a problem later down the road. She would like to see that we do something to inform the residents that have no idea that this is happening. President Block said that we could put together a flier to go out in the Water Bills with different Village Concerns with the reasons why and what one needs to do if they find that they are part of the problem.
- j. Discussion and Approval of Water Bill Adjustments for 1510 Elizabeth Ct and 814 Willow St – We received two letters last month with water bill issues. They had large water bills the one at 1510 Elizabeth Ct had a line brake on the water heater and the kids that live there did not realize it, and the one at 814 Willow St. had the outside spicket running. They had no idea it was running until I called them with concerns. Trustee Ziegler made a motion for the approval for a water bill adjustment for 1510 Elizabeth Ct and 814 Willow St to their average bills over the last 12 months or 6 billings, with a 2<sup>nd</sup> made by Trustee Fruit. Trustee Chambers would like to see this be done on a percentage basis. Trustee Marshall felt that would be more confusing. Trustee Michener would like to see a policy going forward when this happens. On a roll call vote Trustees Michener, Benes, Marshall, Fruit, and Ziegler voted yes and Trustee Chambers voted no. Motion carried.
- k. Discussion of Golf Cart Age Requirements for Graduated License Drivers – This came up at the last board meeting. The golf cart driver’s requirements are the same as the regular rules of the road requirements. If you have a new driver, they must obey the same as if it is a car or a truck. If they only have a permit, they must have a parent sitting next to them as they are driving.
- l. Discussion and Approval of Kirkland Lions Clubs 4<sup>th</sup> of July Fireworks Donation – President Block explained that in the past the Village has been a Fireworks sponsor of \$2500.00. Trustee Fruit made a motion for the approval of a \$2500.00 donation to the Kirkland Lions Club 4<sup>th</sup> of July fireworks with a 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener and Benes voted yes. Motion carried.
- m. Discussion and Approval of Kirkland Boys Baseball/Girls Softball Bonanza Donation – Trustee Ziegler explained the sponsorship for the different donations. President Block asked for a motion for the approval of Kirkland Boys Baseball/Girls Softball Bonanza Donation. Trustee Michener made a motion for the approval for a \$150.00 donation to the Kirkland Boys Baseball/Girls Softball Bonanza with a 2<sup>nd</sup> by Trustee Marshall. On a roll call vote Trustee Marshall, Fruit, Ziegler, Michener, and Benes voted yes. Trustee Chambers stepped out of the room.
- n. Approval of Public Works Expenditures for June 2021 – President Block asked for a motion for the approval of Public Works Expenditures for June 2021 in the amount of \$1711.00. Trustee Ziegler made a motion for the approval of Public Works Expenditures for June 2021 in the amount of \$1711.00 with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers and Marshall voted yes. Motion carried.

President Block informed the Trustees that they will be getting a document that he received for Waste Management. This is something that we need to investigate if we want it to go out for bid. This will need to be done in the next month or so in order to get the bid packet together, so we can get the bids back in September or October.

- XI. Adjourn to Executive Session** – At 9:08 P.M., President Block asked for a motion to adjourn to Executive Session for the purpose of Litigation 5ILCS 120/2(c)(11). Trustee Ziegler made a motion to adjourn to Executive Session for the purpose of Litigation 5ILCS 120/2(c)(11) with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes.
- XII. Return to Regular Session** – At 9:23 P.M., President Block asked for a roll call back to Regular Session. Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit and Trustee Ziegler.
- XIII. Adjournment** – At 9:24 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, July 19, 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



6/6/2021

## Village of Kirkland Board Meeting Monthly Police Report May 2021

1. The Kirkland Police Department handled forty-nine (49) reportable calls and two hundred and thirty-four (234) reportable activities. Increase in both call volume and activities. As we continue to see warmer weather, and as we near the 4<sup>th</sup> of July, we can anticipate call volume to increase.
2. Public Safety Announcement: Secure your doors on both your home and vehicles at night or when away.
3. Public Safety Announcement: Intel Alert—garage incident from neighboring community
4. Preparing for the 4<sup>th</sup> of July
5. Police Memorial Week—Kirkland Police Took 1<sup>st</sup> place for the Community Choice Award

## Village of Kirkland Public Works Report for May 2021

### Tasks Completed and Ongoing Projects:

- Continued clean -up of beaver dams in Bull Run Creek. Cleaned Beaver Dams from the new Bull Run creek Detention Area twice this month.
- Cleaned downed branches and a small tree at Pioneer Park.
- Trimmed up Trees and removed brush on the IDOT lot up town as well as the New Public Services Property. Also trimmed up Cottonwood trees along the property in the IDOT ROW.
- Removed some of the broken and piled concrete from the above area.
- Mowed high weeds and brush in the above area.
- Sprayed broadleaf weeds on several Village of Kirkland Properties as well as the Pearl Street ROW.
- Began spraying weeds and grass with nonselective herbicide. in pavement, around signs, culvert ends, and PED boxes.
- Continued grading of the New Public Facilities Property.
- Continued work on obtaining pricing for the structures at the New Public Facilities Property.
- Meetings about our Upcoming street projects.
- Continued WWTP clean-up
- Continued Rip Rapping WWTP.
- Researching Prices for Truck Motors and installation in the Ford F-350.
- Street Sweeping twice in May.
- Installed the last of the Downtown Speakers on the Light Poles. Now Public Works has to hard wire each speaker, install the antenna on the roof of the Library and set up the controls in the Village Clerk's Office.
- Took delivery of a used scissor Lift from United Rentals.
- Replaced a motor on the oldest zero turn mower.
- Maintenance on three zero turns.
- Preparing signage for the Kirkland lions Club Independence Day Celebration.

These tasks are over and above Public Works required daily tasks. The required daily tasks include: Water and Wastewater rounds and testing, Test result logging and reporting, SCADA call outs, building maintenance, and general housekeeping.

Village of Kirkland Public Works Appropriations for June 2021

1. \$ 1,200.00 Class C & D Water O & M Virtual Water Training Through ISAWWA for Chris, Jim, and Dale.....Line Item #s 01-003-002-5147, # 50-001-002-5147, # 51-001-002-5147..... \$ 1,185.00
2. Minn Kota Riptide Trolling Motor....Line Item #51-001-003-5345.....\$ 511.00
3. Truck Motor Replacement for Ford F-350..Line Item #s...01-003-002-5110, # 50-001-002-5110, # 51-001-002-5110.....Amount to be Determined by action choice

Old Business:

1. Discussion of engaging Fehr Graham to develop a site plan for the New Public Facilities Property.
2. Discussion of purchasing a used CAT Tracked Skid Loader and a Used Vibratory Roller.
3. Discussion of Sidewalks one side of the street or both sides. We need a decision so we can move forward with choosing sidewalks to be replaced this summer.

New Business:

1. Discussion and approval of a new engine for the Public Works Ford F-350 Pickup.

This is not listed under Appropriations for June as there is a wide range of pricing depending on the track decided on by the Board of Trustees.

Rock River Ford.....\$ 11,618.00 New Motor Installed and warranted.

Public Works Purchasing a remanufactured long block ..\$ 3,359.00 plus delivery 5 year warranty + approximately \$ 1,000.00 additional parts and Public Works employees installing.

Hiring Jim Kasalle Truck on Irene Road...waiting on price.

- Consider Replacing the truck but the Village is still making payments on the last two trucks purchased. The new pick up would require a snowplow set-up, emergency lighting, inverter, and a lift gate to match the existing pick up.



Public Works Notes:

- AquaFix Inc. will perform sludge judging at the Kirkland WWTP for free as a service for using their Enzymes. Testing will occur the week of June 7<sup>th</sup>.
- I am currently still working on a tree list and planting plan for the Village of Kirkland Open Areas.
- I am signing Jim Stark up for Wastewater Short School. One school is offered in July down state Illinois and one Short School is tentatively scheduled for Rockford in September. Upon completing Short School Jim will have his Wastewater license. Once Jim obtains this license all of the full time employees including Joe Caveny will have Wastewater Operator licenses.
- Dale, Jim, and Chris will be signed up for various Water training throughout the summer to ready us to all take our Water Exams.