

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, July 9, 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 Wiegartz and Trustee Harvel. Trustee Micele absent.
- III. **Pledge of Allegiance –** Village Clerk Stiegman led the Board and audience in the Pledge of Allegiance.
- IV. **Comments from the Audience -**
 - a. Debbie Manni expressed concerns about people being in the Franklin Township Cemetery before and during the 4th of July fireworks. They were grilling and kids were running around throwing a football, including playing and running on graves and sitting on head stones. She stated that she called the Police and was told a County officer would be out but felt nothing was done. Debbie would like to see something done to keep people from being disrespectful to your loved ones.
 - b. Paul Naugle would like the board to reconsider turning the old IGA into a Community Center. Paul would like to see the Village sell the building so that it can be put back on the tax roll. Paul is concerned about the money it will take to bring it up to a Community Center and the liability it will become to the Village. President Block explained that we had it up for sale and we could not break even with what we had the price lowered to. The money that will be used is from the TIF program, which is exactly what the TIF program is to be used for, to fix up a blighted building to give back to the community.
 - c. Linda Fett wanted to remind everyone that this Saturday, July 14, 2018 is the Community Garden Walk. Last year we had two homes in Kirkland on the garden walk, this year we have four homes. It is really nice to have that many homes in Kirkland.
- V. **Approval of Minutes -** Village President Block asked for a motion to approve the minutes from June 4, 2018 Board of Trustee Regular Meeting. Trustee DeVlieger made a motion to approve the minutes from June 4, 2018 Board of Trustee Regular Meeting with a 2nd by Trustee Harvel. On a roll call vote Trustees Ziegler, DeVlieger, Wiegartz, Harvel and Ford voted yes, Trustee Micele is absent. Motion carried.
- VI. **Approval of Warrant -** Village President Block asked for a motion to approve the Warrant in the amount of Ninety-Four Thousand, Nine Hundred Ninety-Three Dollars and one cent. Trustee DeVlieger made a motion to approve the Warrant in the amount of \$94,993.01 with a 2nd by Trustee Ziegler. On a roll call vote Trustees DeVlieger, Wiegartz, Harvel, Ford and Ziegler voted yes, Trustee Micele is absent. Motion carried
- VII. **Financial Report -** No Financial Report currently.
- VIII. **Reports-**

1. **Police Report** - Chief Davenport gave a report, they had 83 reportable calls for the month of June. Chief Davenport wanted to welcome our new hire Becky Taft, as Administrator Police Clerk / Adjudication Clerk. She comes to us with 12 years of service with the DeKalb County Dispatch Service, she comes to us with a wealth of knowledge and understands the way a police department operates. Also wanted to thank Sarah Ziegler for her help with Adjudication this past year.
 2. **Public Works** - Dale Miller reported that they have removed 13 trees so far, they have worked on staying ahead of the mowing and keeping the weeds down around town and in the parks and green space. Dale stated that they have sprayed three times already this year and because the mosquitoes are so bad he would like to spray a couple more time this season.
 3. **Kirkland Community Center** - Four of the five Committee members met for two hours on Saturday. They feel they came away with a good plan. They got one proposal from Vanderheyden Architectural Firm. Gary Anderson Architects has asked to be removed for consideration on June 29. The Committee would like to have at least two proposals from different architect firms to consider. The committee went back through the information that Emily had given them and there was a firm of Olsen Ernest Martin Architects that they would like to contact. We know that \$250,000 of TIF Funds have been earmarked for this renovation and they would like to use \$10,000 to \$12,000 of TIF Funds for the architect. The Committee came to an agreement that this building needs to reflect Kirkland, but it does not need a professional commercial kitchen. We feel the cost would be too much and we would be getting into more restrictions with the DeKalb County Health Department. This would only be more cost to the building as well. We have two thoughts, one is once we get a proposal from Olsen Ernest Martin Architects they could ask the board to reconvene on July 23, 2018 at which time we would make our recommendation as to which one we would like to hire. The 2nd option is to ask you to give us free will to hire whichever of these two firm we want and to approve taking the money out of the TIF Funds. That way they would have the information by August 6 hopefully. The committee is also getting close to DCCF deadline of September 1st for grant consideration and we want to get something in. We were talking about tables, chairs and maybe a projector or a screen. Whatever it is, we must get something into them soon. The Committee is willing to write the grant.
 4. **Economic Development** - We had the two-day workshop at the Kirkland Fire Station in June. NIU will now compile the information they received and come before the board with their findings at a future date.
 5. **Committee Reports:**
 - a) Police Committee - Nothing to report
 - b) Ordinance Committee - Nothing to report
 - c) Finance Committee - Would like to call meeting once Bill has our quarterly reports done before the next meeting.
 - d) Water & Sewer Committee - Nothing to report
 - e) Streets & Alley Committee - Nothing to report
 - f) Parks Committee - Nothing to report
- IX. **Scheduled Speakers** - Bill French from Sunvest Solar Inc. Community Solar in Illinois, Bill French presented before the board a Community Solar Garden project that is going up on Pearl Street just outside the Village cooperate limits.
- X. **Unfinished Business-**

1. **Update on Mediacom Building Lease Ordinance Proposal** – Mediacom was provided the address to the property on which their building stands and it is in their legal hands. I would not expect anything back until August at the earliest.

XI. New Business-

1. **Approval of Ordinance No. 2018-08 / An Ordinance Prohibiting the Use of Well 11424, Located in the Village of Kirkland, Illinois** - President Block asked for a motion to approve Ordinance No 2018-08 / An Ordinance Prohibiting the Use of Well 11424, Located in the Village of Kirkland, Illinois. Trustee Ford made a motion to approve Ordinance No 2018-08 / An Ordinance Prohibiting the Use of Well 11424, Located in the Village of Kirkland, Illinois with a 2nd by Trustee Ziegler. On a roll call vote Trustees Wiegartz, Ford, Ziegler and DeVliieger voted yes, Trustee Harvel voted no and Trustee Micele absent. Motion carried.
2. **Approval of Fehr-Graham to bid the 2018 Village of Kirkland Street Project with bids due on Friday August 3, 2018** - Dale and President Block sat down and went through the proposal from Fehr-Graham. President Block asked for a motion to approve Fehr-Graham to bid the 2018 Village of Kirkland Street Project with bids due on Friday August 3, 2018. Trustee Ziegler made a motion to approve Fehr-Graham to bid the 2018 Village of Kirkland Street Project with bids due on Friday August 3, 2018 with a 2nd by Trustee Harvel. On a roll call vote Trustees Wiegartz, Harvel, Ford, Ziegler and DeVliieger vote yes, Trustee Micele is absent. Motion carried.
3. **Approval of Aircell to provide Internet Equipment for Village of Kirkland** - As you know we have 3 locations that we are getting free service from Aircell. With the new Scada system at the plant we would like to have 3 more receivers installed at Wells 2 & 3 and one at the 4th Street Lift station so they can all talk to each other. President Block asked for a motion for approval of Aircell to provide Internet Equipment for the Village of Kirkland. Trustee Ford made a motion for approval of Aircell to provide Internet Equipment for the Village of Kirkland with a 2nd by Trustee Ziegler. On a roll call vote Trustees Harvel, Ford, Ziegler, DeVliieger and Wiegartz voted yes, Trustee Micele is absent. Motion carried.
4. **Approval of Resolution 16-05 / Resolution for Maintenance Under the Illinois Highway Code, Municipal Estimate of Maintenance Cost and Municipal Maintenance Expenditure Statement for May 1, 2015 thru April 30, 2016** - President Block asked for a motion for Approval of Resolution 16-05 / Resolution for Maintenance under the Illinois Highway Code, Municipal Estimate of Maintenance Cost and Municipal Maintenance Expenditure Statement for May 1, 2015 thru April 30, 2016. Trustee Ford made a motion for Approval of Resolution 16-05 / Resolution for Maintenance under the Illinois Highway Code, Municipal Estimate of Maintenance Cost and Municipal Maintenance Expenditure Statement for May 1, 2015 thru April 30, 2016 with a 2nd by Trustee Harvel. On a roll call vote Trustees Ford, Ziegler, DeVliieger, Wiegartz and Harvel voted yes, Trustee Micele is absent. Motion carried.
5. **Approval of Architectural Services to Village of Kirkland for the Kirkland Community Center** - President Block asked for a motion for Approval of Architectural Services to the Village of Kirkland for the Kirkland Community Center up to \$12000.00. Trustee Ziegler made a motion for Approval of Architectural Services to the Village of Kirkland for the Kirkland Community Center \$12000.00 with a 2nd by Trustee Ford. On a roll call vote Trustees Ziegler and Ford voted yes, Trustees DeVliieger, Harvel and Wiegartz voted no and Trustee Micele is absent. Motion does not carry.
6. **Summary of June 2018 DeKalb County Regional Planning Commission Meeting attended by Trustee DeVliieger** - Trustee DeVliieger reported to the board the findings of the DeKalb County Planning Commission June 2018 Meeting.

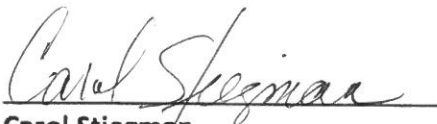
7. **Approval to Attorney Brad Stewart Update the Employee Handbook** - President Block asked for a motion to approve Attorney Brad Stewart to update the Employee Handbook. Trustee Ziegler made a motion to approve Attorney Brad Stewart to update the Employee Handbook not to exceed \$1500.00 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees DeVlieger, Wiegartz, Harvel, Ford and Ziegler voted yes, Trustee Micele is absent. Motion carried.
8. **Approval to purchase Police Patches** - President Block asked for a motion to approve the purchase of Police Patches. Trustee Ziegler made a motion to approve the purchase of Police Patches not to exceed \$662.40 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Wiegartz, Harvel, Ford, Ziegler and DeVlieger vote yes, Trustee Micele is absent. Motion carried.
9. **Approval for Officer Saladino and Chief Davenport to attend the Midwest Security Expo in August 2018** - President Block asked for a motion for Approval for Officer Saladino and Chief Davenport to attend the Midwest Security Expo in August 2018. Trustee Ford made a motion for Approval for Officer Saladino and Chief Davenport to attend the Midwest Security Expo in August 2018 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Wiegartz, Harvel, Ford, Ziegler and DeVlieger vote yes, Trustee Micele is absent. Motion carried.
10. **Opening of Sealed Bids for the Kirkland Police Cars and Approval of Winning Bids** - President Block asked for a motion for Approval of Winning Bids for the Kirkland Police Cars. 2008 Marked Crown Vic awarded to Gary Magnuson for \$1250.00, 2008 Unmarked Crown Vic was awarded to Dennis Wysong for \$800.00 and the 2007 Dodge Charger was awarded to Emergency Remarketing for \$922.12. Trustee DeVlieger made a motion for the Approval of Winning Bids for the Kirkland Police Cars, 2008 Marked Crown Vic awarded to Gary Magnuson for \$1250.00, 2008 Unmarked Crown Vic was awarded to Dennis Wysong for \$800.00 and the 2007 Dodge Charger was awarded to Emergency Remarketing for \$922.12 with a 2nd by Trustee Ford. On a roll call vote Trustees Harvel, Ford, Ziegler, DeVlieger and Wiegartz voted yes, Trustee Micele is absent. Motion carried.
11. **Approval of purchase of 2019 Ford F550 Truck for Public Works thru State Bid Program** - President Block explained that 2000 Chevy 3500 Public Works Vehicle engine went and the frame is in very bad shape. Dale went ahead and filled out the forms for the State Bid program and got the price on the truck that we need. President Block asked for a motion for the approval to purchase a 2019 Ford F550 Truck for Public Works thru State Bid Program not to exceed \$95,000.00. (\$30000.00 down, 60-month financing loan with interest not to exceed 5%). Trustee Ziegler made a motion to approve the purchase of 2019 Ford F550 Truck for Public Work thru State Bid Program not to exceed \$95,000.00. (\$30000.00 down, 60-month financing loan with interest not to exceed 5%) with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Harvel, Ford, Ziegler and Wiegartz voted yes, Trustee DeVlieger voted no and Trustee Micele is absent. Motion carried
12. **Approval of disposal of 2000 Chevy 3500 Public Works Truck** - President Block asked for a motion for the Approval to dispose of 2000 Chevy 3500 Public Works Truck by sealed bids. Trustee Ziegler made a motion to approve the disposal of the 2000 Chevy 3500 Public Works Truck by sealed bids with a 2nd by Trustee Harvel. On a roll call vote Trustees Ford, Ziegler, DeVlieger, Wiegartz and Harvel voted yes, Trustee Micele is absent. Motion Carried
13. **Approval of Public Works Expenditures for July 2018** - President asked for a motion the Approval of the Public Works Expenditures for July 2018. Zuberski Concrete to replace the damaged concrete curb and sidewalk in the TIF area. These are the damages caused by the demolition of Mr. Englebrecht's building with a cost of \$2585.00. SCADA project including proposed construction as needed...i.e. concrete, wiring, cabinet building, installation and engineering with approximate cost of \$10,000.00, which is part of the \$77100.00 budgeted within Water and Sewer Improvement Funds. Also, Fehr-Graham developing an Operation

Manual for the WWTP including Aeration and D.O. specs and rotation including estimated energy uses as prescribed by ComEd for Incentive Grant with approximate cost of \$4000.00 and is budgeted within the Water and Sewer Improvement Funds. Trustee DeVlieger made a motion to approve the Public Works Expenditures for July 2018 not to exceed \$16585.00 dollars with a 2nd by Trustee Ford. On a roll call vote Trustees Ziegler, DeVlieger, Wiegartz, Harvel and Ford voted yes, Trustee Micele is absent. Motion carried.

14. **Approval of TIF Funds for Kirkland Public Library for installation of LED Lights** - President Block asked for a motion for the approval of TIF Funds for the Kirkland Public Library for installation of LED Lights. Because of the way the light fixtures were installed previously addition work is required to install the new LED Bulbs. Per the quote from LED Rite, it will cost an additional \$352.00. Trustee Ford made a motion for the approval of TIF funds for the Kirkland Public Library for installation of LED Lights not to exceed \$4000.00 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees DeVlieger, Wiegartz, Harvel, Ford and Ziegler voted yes, Trustee Micele is absent. Motion carried.
15. Attorney Brad Stewart gave an update on the facts and findings of the Kirkland Saw Mill. Brad expressed that in his findings that the Village is responsible for doing inspections on the property to make sure they are in compliance with IDNR regulation. President Block will reach out to B&F Construction Code Services to see if this is a duty they can perform so that we have a paper trail.

- XII. **Adjournment** - At 8:37 P.M., President Block asked for a motion for adjournment. Trustee Ziegler made a motion to adjourn with a 2nd by Trustee Wiegartz. On a voice call vote meeting adjourned at 8:37 P.M.

Next Board of Trustees Regular Meeting will be Monday, August 6, 2018 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President