

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, July 19, 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 Marshall, and Trustee Ziegler. Trustee Chamber and Trustee Fruit are absent.
- III. **Pledge of Allegiance** – President Block led us in the Pledge of Allegiance
- IV. **Comments from the Audience** – None
- V. **Approval of Minutes** - President Block asked for a motion to approve the Regular Board Meeting Minutes for Monday, June 7, 2021. Trustee Ziegler made a motion to approve the Monday June 7, 2021 Regular Board Meeting Minutes with a 2nd by Trustee Marshall. On a roll call vote Trustees Benes, Marshall, Ziegler and Michener voted yes. Trustees Chambers and Fruit are absent. Motion carried.
- VI. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$90,857.51. Trustee Ziegler made a motion to approve the Warrant in the amount of \$90,857.51 with a 2nd by Trustee Michener. On a roll call vote Trustees Marshall, Ziegler, Michener and Benes voted yes. Trustees Chambers and Fruit are absent. Motion carried.

Trustee Chamber joined the meeting at 7:09 P.M.

- VII. **Guest Speaker** – None
- VIII. **Reports** -
 - a. **Police Report** – Chief Davenport gave the June/July 2021 Department Monthly Police Report - please see attached.
 - b. **Public Works** – Dale Miller gave the June/July 2021 Village of Kirkland Public Works Report – please see attached.
 - c. **Committee Report** – No Committee reports
- IX. **Unfinished Business** –
 - a. **Approval of Fehr-Graham for Site Development of Public Facilities Property** - President Block asked for a motion to continue the approval of Fehr-Graham for Site Development of Public Facilities until the August 2021 meeting. Trustee Ziegler made a motion to continue the approval of Fehr-Graham for Site Development of Public Facilities until the August 2021 meeting with a 2nd by Trustee Michener. On a voice call vote all in favor. Motion carried.
 - b. **Approval of purchasing a used Track Skid Steer and Vibratory Roller** – President Block asked for a motion to continue the purchasing of a used Track Skid Steer and Vibratory Roller until the August 2021 meeting. Trustee Chamber made a motion to continue the purchasing of a

used Track Skid Steer and Vibratory Roller until the August 2021 meeting with a 2nd by Trustee Ziegler. On a voice call vote all in favor. Motion carried.

- c. Approval of Public Works Ford F350 Pickup Repair/Replacement – Dale feels that we need to replace the 2007 Ford F350 Pickup rather than repair, because of the age you do not know what else is going to go wrong with it. We would be putting a lot of money into a truck that will not be worth anything. President Block asked for a motion to revisit the replacement of Public Works Ford F350 pickup to August 2021 Board Meeting. Trustee Benes made a motion to revisit the replacement of Public Works Ford F350 pickup to August 2021 Board Meeting with a 2nd by Trustee Ziegler. On a voice call vote all in favor. Motion carried.
- d. Discussion of Village of Kirkland Sidewalks Replacement Process – Each Trustee gave reports on their findings of the sidewalks that need to be replaced or removed. Because of each Trustee’s findings, it was very confusing to be able to make a decision on what side of the street to keep the sidewalks. Jeff Jacobson said he would be able to get a map of the Village and then each one could put their findings on the map to be able to see the outcome. President Block would like to revisit the sidewalk replacement process to a later meeting.

X. New Business –

- a. Approval of Village of Kirkland Chicken Coop Ordinance, Registration and Fees– Trustee Ziegler stated that she can understand the concerns from the residents that have had chickens. She feels that if they are registered with USDA and not had any complaints registered against them, they should not have to pay the \$25 every year. If they get a valid complaint, then they should have to pay the inspectors fees and the \$25 once their inspection is passed. If the complaint is not valid from the inspector, then the person making the complaint will pay the inspection fee. President Block would like to have it set up that they pay a one-time registration fee of \$25.00 when they come in to register and are issued a certificate. President Block asked Attorney Stewart to draft up an ordinance to present at the August 2021 Board Meeting.
- b. Discussion of Water Bill Adjustments for Village of Kirkland – After discussion by the Trustees, President Block asked Attorney Stewart to draft up ordinance amendments for the August 2021 Board Meeting.
- c. Approval for Purchase of Processing Computer Station for Kirkland Police Department – President Block asked for a motion for the approval to Purchase a Processing Computer Station for Kirkland Police Department. Trustee Ziegler made a motion for the approval Purchase of Processing Computer Station for Kirkland Police Department not to exceed \$800.00 for a desk and computer, a 2nd was made by Trustee Marshall. On a roll call vote Trustees Marshall, Ziegler, Michener, Benes and Chambers voted yes. Trustee Fruit is absent. Motion carried.
- d. Approval for Purchase of Fireproof Gun Safe for Kirkland Police Department – President Block asked for a motion for the purchase of a fireproof gun safe for the Kirkland Police Department. Trustee Ziegler made a motion for the purchase of a fireproof gun safe not to exceed \$1300.00 with a 2nd by Trustee Michener. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers and Marshall vote yes. Trustee Fruit is absent. Motion carried.
- e. Approval for Purchase of refurbished taser for Kirkland Police Department – President Block asked for a motion for the purchase of refurbished taser for Kirkland Police Department. Trustee Ziegler made a motion for the purchase of refurbished taser for Kirkland Police Department not to exceed \$1200.00 with a 2nd by Trustee Marshall. Trustee Ziegler, Michener, Benes, Chambers and Marshall voted yes. Trustee Fruit is absent. Motion carried.

- f. Approval of Ordinance 2021-07 / Ordinance Rezoning the Property Located at 31535 Ault Road, Kirkland, Illinois from B-2 Highway Commercial to A Agricultural District – President Block asked for a motion for the approval of Ordinance 2021-07 / Ordinance Rezoning the Property Located at 31535 Ault Road, Kirkland, Illinois from B-2 Highway Commercial to A-Agricultural District. Trustee Chambers made a motion for the approval of Ordinance 2021-07 / Ordinance Rezoning the Property Located at 31535 Ault Road, Kirkland, Illinois from B-2 Highway Commercial to A-Agricultural District, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Michener, Benes, Chambers, Marshall and Ziegler voted yes. Trustee Fruit is absent. Motion carried.
- g. Discussion of existing Water Meter location at Blake Oil, Blake Oil Petroleum, and former Midnight Auto Building – President Block showed pictures of the properties that are in question. Consensus of the board is to send a letter to property owners stating that their water meter is not in compliance and will need to be brought up to code.
- h. Approval of Village of Kirkland Waste Collection Services and or Bid Solicitation – President Block had a meeting with Vaughn Kuerschner from Waste Management. Vaughn gave price proposals for a two-cart program, with proposals for every other week recycle service and one for a weekly recycle service. This is a five-year contract with a Monthly rate for: Unlimited weekly 96-gallon refuse cart, Unlimited recycle service, unlimited yard waste service in 32-gallon yard waste bags or can, and one bulk item weekly. The monthly rate for every other week recycles service is \$24.14, Senior Monthly Rate is \$21.73, with increase of 3.0% for years 2-5. Monthly rate for weekly recycle service is \$26.10, Senior Monthly Rate is \$23.49 this is an 8.1% increase from where we are now and then 3.5% increase for years 2-5. These rates include Waste Management taking over the billing. Trustee Ziegler asked if there was a way we could do less than a five-year contract. She would like to see if we could get a four-year contract. The representative from Waste Management stated that yes, they would consider a 4-year contract. Trustee Ziegler made a motion for the approval of the Village of Kirkland waste Collection Services for the monthly rate for every other week recycle service with 96-gallon recycle cart for \$24.14 per month with Waste Management, a 2nd was made by Trustee Benes. On a roll call vote Trustees Chambers, Marshall, Ziegler, Michener and Benes voted yes. Trustee Fruit is absent. Motion carried.

The Attorney for 31535 Ault Road had a question on Ordinance 2021-07. The question was that the Zoning Board had acted on splitting the parcel into the two pieces, they had a survey done and they wanted to make sure that got into the Ordinance. Attorney Brad Stewart explained that the Ordinance that was drafted was for the 20 acres with the legal description for both of what were the divided lots. The owner's attorney asked about the boundary split subdividing into the two parcels. Attorney Brad Stewart stated that this Ordinance is not a subdivision Ordinance. He then stated that it was presented to the Planning and Zoning Commission correctly. Attorney Stewart asked President Block if he would entertain a motion to approve the subdivision of the petition of 31535 Ault Road property in conformity with the submitted plat. President Block stated yes. Attorney Stewart asked if there would be a motion to reconsider the approval of Ordinance 2021-07 by a Board Member at the table. Trustee Ziegler made a motion to reconsider the approval of Ordinance 2021-07 with a 2nd by Trustee Chambers. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers and Marshall voted yes. Trustee Fruit is absent. Motion carried.

Attorney Stewart explained the confusion, the Ordinance that was prepared is for the rezoning of the 20 acres. There is a separate request in the portion to subdivide into two 10 acre lots. The legal description for each of those lots is presented in the platted subdivision

which was approved in the petition. It would be appropriate if the board is so inclined to approve Ordinance 2021-07 rezoning the property at 31535 Ault Road in Kirkland from B-2 Highway Commercial to A-Agricultural District and the Subdivide the Property in accordance with Plat of Survey included with the petition application. Trustee Chambers made a motion to approve Ordinance 2021-07 rezoning the property at 31535 Ault Road in Kirkland from B-2 Highway Commercial to A-Agricultural District and Subdivide the Property in accordance with Plat of Survey included with the petition application, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers and Marshall voted yes. Trustee Fruit is absent. Motion carried.


- i. Approval of FY2021-2022 Resolution for Maintenance under the Illinois Highway Code utilizing MFT Funds – President Block asked for a motion for the approval of FY2021-2022 Resolution for Maintenance under the Illinois Highway Code utilizing MFT Funds. Trustee Ziegler made a motion for the approval of FY2021-2022 Resolution for Maintenance under the Illinois Highway Code utilizing MFT Funds with a 2nd by Trustee Chambers. On a roll call vote Trustees Benes, Chambers, Marshall, Ziegler and Michener voted yes. Trustee Fruit is absent. Motion carried.
- j. Approval of FY2021-2022 Resolution for Maintenance under the Illinois Highway Code Utilizing Rebuild Illinois Funds – President Block asked for a motion for the Approval of FY2021-2022 Resolution for Maintenance under the Illinois Highway Code Utilizing Rebuild Illinois Funds. Trustee Ziegler made a motion for the Approval of FY2021-2022 Resolution for Maintenance under the Illinois Highway Code Utilizing Rebuild Illinois Funds with a 2nd by Trustee Marshall. On a roll call vote Trustees Marshall, Ziegler, Michener, Benes, and Chambers. Trustee Fruit is absent. Motion carried.

XI. **Adjournment** – At 8:45 P.M., President Block asked for a motion to adjourn. Trustee Ziegler made a 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, August 02, 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



7/19/2021

Village of Kirkland Board Meeting Monthly Police Report June 2021

1. The Kirkland Police Department handled thirty-five (35) reportable calls and two hundred and fourteen (214) reportable activities.
2. The Kirkland Police Handled sixty-eight (68) reportable activities for the 4th of July, thirty-eight (38) reportable calls in July as of this report and one hundred and sixty-four (164) reportable activities so far for July.
3. This is June's Report, however, due to the timing of this meeting, I will include a brief synopsis of the 4th of July events from Law Enforcement.
 - a. Significant events: Fatal Overdose; Code 200 Narcotics Arrest; Numerous complaints and contacts regarding fireworks; multiple ordinance citations issued for parking violations. (We try to be lenient, but enforcement in parking in front of fire hydrants, and directly in front of Stop signs is common knowledge and law no matter what municipality you are in. Over a dozen citations issued regarding parking violations.
 - b. Auxiliary Officers raised over \$800 USC engaging the community with "fatal vision" goggles, educating the public on the dangers of intoxicated driving. The funds are used to support and supply the needs of the auxiliary officers who are a volunteer force who pay out of pocket for their equipment and uniform.
 - c. KPD Raised over \$700 dollars in donations for an electric powered bike. Funds will continue to be raised until the goal is met. A silent fast moving self-powered bicycle offers the freedom of movement and mobility during a large festival, and an advantage to our policing capabilities throughout the year.
 - d. Great communication with Security team and the Lions Club
 - e. Thank you to the following for their help and support:
 - Wal-mart in Belvidere
 - Hammertime Sports—Belvidere
 - Lions Club
 - 1st Choice Security



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



Kirkland Public Works

Justin Newberry—Cemetery staff

Dekalb County Sheriff's Office

Illinois State Police District #2

Genoa Police Department

Kingston Police Department

Sycamore Police Department

4. Community Service Officer Position—over the past few months we have been working on placing two of our auxiliary officers into a new position. The two Officers are now designated as Community Service Officers, and will focus on Ordinance compliance and enforcement.
 - a. This is a paid position within the Police Department
 - b. Hours are currently set at two hours per CSO per week
 - c. They will not only address ordinance complaints, but they will also self-initiate contact with Kirkland Residents in regards to ordinance enforcement. The primary goal is compliance. (3 documents: Guidelines for CSO regarding ordinance enforcement, general roles and responsibilities, ordinance violation tracker.)

5. RMS/CMS/CAD proposal--discussion

Village Of Kirkland Public Works Report

June Through Mid July

Tasks completed and/or currently under construction:

- Installation of the remaining sound system units on the Downtown Street Lights. Wiring will be completed as time allows. Currently they are plugged into external GFI plug-ins.
- Fabrication of an Antenna Mounting System for the Sound System.
- Mounting and wiring the Sound System Antenna on the Village Hall Roof.
- Sanding and painting streetlight bases on main street.
- Repainted Temporary Trash Cans used on the Parade Route.
- Trimming trees around town that were blocking vision at intersections.
- Continued clearing brush and trimming trees at Pioneer Park.
- Removed 5 medium sized dying trees at Pioneer Park.
- Removed many large broken or dead branches from the tops of the trees at Pioneer Park using the Bucket Truck.
- Cold Patches potholes throughout the entire Village.
- Assisted Excavation of Resource Bank cleanup of streets. Wagner Excavating was extremely clean and neat with all their work.
- Removal of two large dead trees that fell across Old Hortense East.
- Continue Rip Rapping Bull Run Creek using a rented excavator.
- Completed the first layer of Rip Rapp on the two Resident's yards North of the Hortense Street Bridge over Bull Run Creek. Chain Link Fence covering and then one more layer of Rip Rapp will be required placed with a rented Excavator.
- Continued searching for building quotes from contractors and suppliers for the new Kirkland Public Services Building.
- Continued Spraying Weeds in the ROW
- Sprayed for mosquitos two times.
- Larvicided all water holding catch basins and open ditches that hold water.
- Swept Streets twice.
- Graded alleys and gravel areas.
- Set up barricades and detour signage for the Independence Day Festival.
- Took down signage and detour signs for the Independence Day Festival.
- Cleaned up trash around town from the Festival.
- Removed one large Silver Maple per Resident's request.
- Removed one large standing dead ash tree along the railroad in Pioneer Park
- Worked on Rip Rapping the WWTP.
- Cleaned up and trimmed the Tot Lot at Behnke Park.
- Continued Water Meter Replacements.
- Read Water Meters

- Finished Installing new trash receptacles in the Down Town Area.
- RE-graded Behnke Park Tot Lot Parking Area
- Picked up trash from Roadside ditches and the Industrial area.
- Cleaned streets and ROWs after the Independence Day Celebration.
- Continued searching for motors for F-350 and/or new plow trucks.
- Mechanical Maintenance on mowing equipment and trucks.
- Added one more application of enzymes to the WWTP ponds.
- Sludge Judged the WWTP Ponds. Results as part of the report.
- Continued planning of upcoming maintenance projects.

Planned tasks for the rest of July.

- Continue clean up of WWTP as time allows.
- Haul logs from WWTP.
- Continue cutting up scrap equipment at WWTP.
- Continue work at the new Kirkland Public Services Building lot which will include the retaining wall/backing wall for the salt shed and material bins.
- Once the block retaining/backing wall is installed Public Works can have the material storage area paved so that Public Works can build the bins and erect the Permanent Salt Building.
- Continue grading operations at the lot.
- Continue searching Truck and Equipment options.
- Water and Wastewater training for Dale, Chris, and Jim.
- Public Works will continue Rip Rapping and bank stabilization work on Bull Run Creek.

Public Works Notes:

- Our Radio Read Meter Replacement Program was once again shown to be a valid idea when our meter reader Jim Stark was bitten by a dog that had charged through a screen door. We are lucky that the animal bit down on the meter reading computer Jim was wearing and only scratched and broke his skin lightly.
- Public Works supplier Aquafix that we buy enzymes for the WWTP Ponds sludge judged our Wastewater treatment ponds and supplied a report to Public Works. We have used Aquafix's biological additives over the last number of years. As you all remember several years ago when Fehr Graham sludge Judged our Wastewater Treatment Ponds for us it was determined that years of not running enough aeration and not adding enzymes had caused the North and East side of our ponds to settle and fill in with debris to within several feet from the top of the pond. Fehr Grahams sludge judging was performed at a time of higher intake also...which means there was less water depth during dry times. The Village of Kirkland was getting dangerously close to be required to dredge our ponds. Thanks to replacing and maintaining all of the aerators in both ponds and running them on a daily 24hr. a day rotation plan, combined with yearly applications of both oxidizers and enzymes directed and supplied by Aquafix Inc. Public Works has been able

significantly reduce working sludge levels to acceptable levels and head off the necessity of dredging the ponds. Public Works Plans on continuing to use Aquafix's products each year as we are continuing to see the sludge levels fall. It is far more cost efficient to add four to six thousand dollars per year in enzymes than to have to remove the aerators and cables, obtain permits and spreading sites, pay an excavator and hauling company to dredge and dispose of our sludge. Dredging would be a large and very expensive operation.

- Public Works will continue to search for a replacement plow truck and plan on adding another skid loader to our equipment corral.

Old Business:

- Sidewalks. Discussion of sides of streets or areas to replace. List building for estimates.
- Truck Replacement
- Skid loader and truck replacement through ownership or lease discussion.

New Business.

- Continued Bank Stabilization of Bull Run Creek. Public Works seeks approval or not to continue stabilizing creek bank on private property to protect Village owned Detention Basin.

These continued efforts will include installing a barrier that will protect one layer of rip rap with a water resistant tie back material (chainlink fencing laid on rock , staked back into the bank, and covered with another layer of rock is commonly utilized) then covering the material with another layer of rip rap stone. Public Works will also need to fabricate long stakes with welded on steel plates that can be used to anchor the fencing material by pushing it back into the bank through the fencing using an excavator. So excavator rental will be required again in addition to material and labor.

Appropriations:

No specific appropriations are necessary this meeting as Public Works is still working on existing projects. Appropriations will be requested at the August meeting.

Thank you for your continued support of Public Works and our continued efforts.

Dale "Earl" Miller



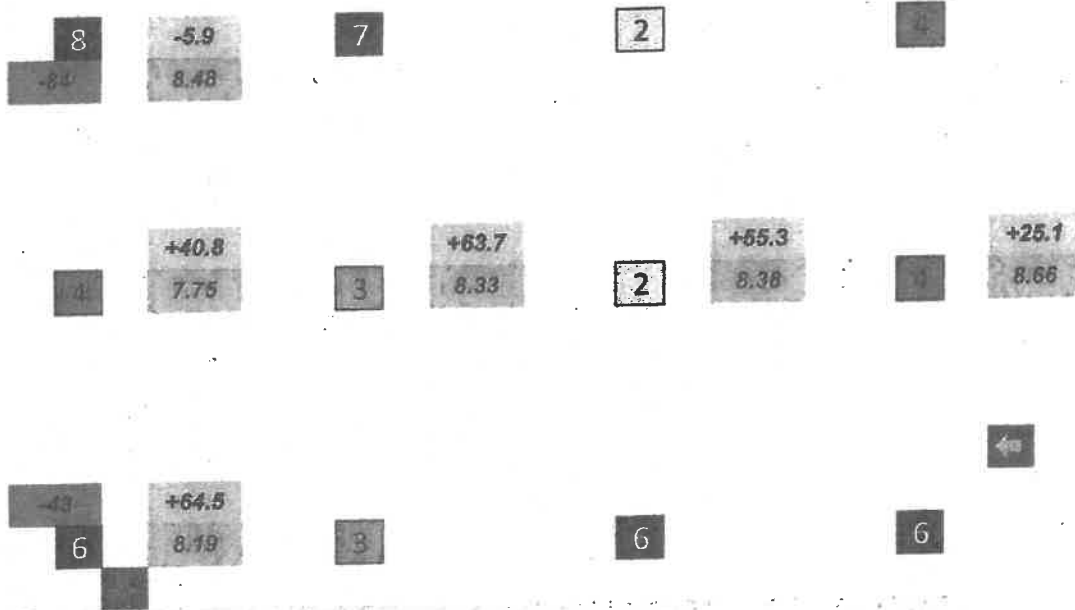
Public Works Superintendent

Village of Kirkland.

KIRKLAND WASTEWATER LAGOON PROFILE

SOUTH CELL #1 EST. VOLUME 3,402,000 GALLONS

-38.2%



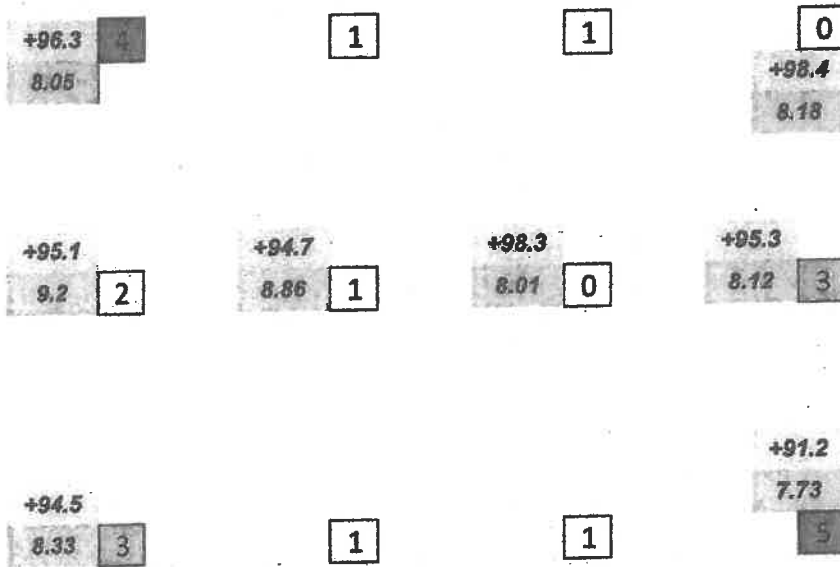
0 1 2 3 4 **SLUDGE DEPTH**

DISSOLVED OXYGEN LEVELS

OXIDATION REDUCTION POTENTIAL

NORTH CELL #2 EST. VOLUME 1,762,000 GALLONS

-15.2%



RICK FILLER