

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Tuesday, September 3, 2019**

OFFICIAL MINUTES

- I. **Call to Order** - 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 Chambers, Trustee Ziegler, Trustee Wiegartz and Trustee DeVlieger. Trustee Fruit is absent.
- III. **Pledge of Allegiance** - President Block leads us in the Pledge of Allegiance.
- IV. **Comments from the Audience** – None
- V. **Approval of Minutes** - President Block asked for a motion to approve Regular Board Meeting Minutes for Monday, August 5, 2019. Trustee Ziegler made a motion to approve the Regular Board Meetings Minutes for Monday, August 5, 2019 with a 2nd by Trustee Chambers. On a roll call vote Trustees Ford, Chambers, Ziegler, Wiegartz and DeVlieger voted yes. Trustee Fruit is absent. Motion carried.
- VI. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$55,110.65. Trustee Chambers made a motion to approve the Warrant in the amount of \$55,110.65 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Chambers, DeVlieger, Ziegler, Wiegartz and Ford voted yes, Trustees Fruit is absent. Motion carried.
- VII. **Reports-**
 - a. **Financial Report** – Nothing
 - b. **Police Report** – Officer Saladino reported that the Department had 128 reportable calls for the month of August 2019. Chief Davenport is out attending the IEMA Conference in Springfield, but he would like to give kudos to Officer Saladino for his arrest of a registered sex offender in Pioneer Park, good police work and Thank You Officer Saladino. Police Committee Meeting scheduled for September 18th at 7:00 P.M. Chief Davenport and Officer Trevor Owen will be meeting with school administration on Friday, September 6th to go over the plans for the remainder of the school year. Some of the things that will be discussed are: ALICE Training, School Police Office, Introduce Officer Owen to school staff and the “Too Good For” Program.
 - c. **Public Works** – Public Works Superintendent Dale Miller reported that they are working on cleaning up and hauling all material out of the current Public Works Facility. We will also begin construction on a temporary salt bin and use a tarp to cover it for this year. They have also begun cleaning and restoring the Public Works lot as well as the Public Works WWTP Facility as time and weather permits. We are also going to be winterizing our equipment and repairing snow equipment as time permits over the next three months. As we finish projects, we will then begin mowing weeds and cleaning up along Bull Run Creek again.
 - d. **Kirkland Community Center** – Linda Fett reported that Representative Jeff Keicher will be here on Friday, September 6th and there is a potential \$100,000 Grant that is available to the Village that they are going to talk to him about. The Committee had sent them a copy of the plans about three weeks ago. Rep. Keicher’s office did not want anything else, they wanted to look over the plans so that is all they wanted at this time.
 - e. **Planning & Zoning** – No update
 - f. **Committee Report-**
 1. **Police Committee** – Meeting September 18, 2019
 2. **Ordinance Committee** - Nothing

3. Finance Committee - Nothing
4. Water & Sewer- Will have a meeting in September
5. Streets & Alley & Parks Committee – Will have a meeting in September
6. Economic Development Committee – The committee would like to put together a Welcome Bag to offer to new residents. The Committee, along with the Kirkland Chamber of Commerce, would like to contact the businesses and have them come up with items they would could put into the Welcome Bag. This could be anything from their business card to one free meal with one paid meal coupon. This will be given out when they come in to set up their Village water account.
7. Regional Planning – Nothing

VIII. **Guest Speaker** – Dawn Darling did not really have any new information just wanted to know if we went over the paperwork that she handed out at the last meeting. Trustee Wiegartz brought up the no planting in the parkways and the reason for this is because of the sewer lines that run to the street. Dawn explain that there are different trees that can be planted in the parkways as well as ones that can be planted in cut outs. President Block explained that on the agenda under New Business he is asking for Board approval to put together a Tree Advisory Panel. This panel will be made up of 3 or 4 residents, Public Works Superintendent Dale Miller, Village President Block and one of the Streets, Alleys and Parks Committee member. This panel would then take their notes and items back to the Streets, Alleys and Parks Committee.

IX. **Unfinished Business-**

- a. Update on Water and Sewer Mapping for the Village of Kirkland - President Block brought up the new water & sewer mapping that was done this summer on the computer and TV for the trustees to view. The new mapping shows where all B-Boxes are in the Village, so when our Public Works go out to any home, they can pull this up on their phones, so they know right where your B-Box is located. Next year they will be adding another layer to include additional items, such as location of all fire hydrants.
- b. Discussion and Approval of the Wastewater SCADA Improvement at Wastewater Treatment Plant and Lift Station #4 – Dale Miller explained what and why the SCADA system is important to the Wastewater Treatment Plant and Lift Station #4. These areas will be tied into the SCADA System on the Water and Sewer side. Trustee Ford made a motion for the approval of the Wastewater SCADA Improvement at the Wastewater Treatment Plant and Lift Station #4 not to exceed \$46,000.00 with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Ziegler, Wiegartz, Ford, Chambers and DeVlieger voted yes. Trustee Fruit is absent. Motion carried.
- c. Discussion and Approval of additional TIF Funds Reimbursement for Kirkland Family Restaurant for Window Replacement – The Board did not receive any information on this so we will move this to our next meeting on October 7, 2019.

X. **New Business –**

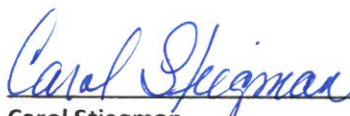
- a. Approval of Ordinance 2019-11 / Ordinance Amending Chapter 150, Building Codes of the Village of Kirkland Municipal Code – President Block asked for a motion to approve Ordinance 2019-11/Ordinance Amending Chapter 150, Building Codes of the Village of Kirkland Municipal Code. The Trustees had questions on both Ordinance 2019-11 and 2019-12. President Block asked for a motion to amend both New Business Items A and B and bring them back at the October 7, 2019 Meeting. Trustee DeVlieger made a motion to amend both New Business Items A and B, Ordinance 2019-11 and 2019-12 and bring them back at the October 7, 2019 meeting with a 2nd by Trustee Wiegartz. On a roll call vote all Trustees voted yes, Trustee Fruit was absent. Motion carried.
- b. Approval of Ordinance 2019-12 / Ordinance Amending Chapter 51 Utility Fees, of the Village of Kirkland Municipal Codes – Action combined with New Business Item A.
- c. Approval of Variance for B1 General Commercial District for the following properties:
 1. Elaine Mitchell (523 W. Main Street) - Trustee DeVlieger made a motion for the Approval of Variance for B1 General Commercial District for the property at 523 W. Main Street with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Chambers, DeVlieger, Ziegler, Wiegartz and Ford voted yes. Trustee Fruit is absent. Motion carried.

2. David Fuller (506 W. Main Street) – Trustee Ford made a motion for the Approval of Variance for B1 General Commercial District for the property at 506 W. Main St with a 2nd by Trustee DeVlieger. On a roll call vote Trustees DeVlieger, Ziegler, Wiegartz, Ford and Chambers voted yes. Trustee Fruit is absent. Motion carried.
3. Barbara Hemme (518 W. Main Street) - Trustee Ford made a motion for the Approval of Variance for B1 General Commercial District for the property at 518 W. Main St with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Ziegler, Wiegartz, Ford, Chambers and DeVlieger voted yes. Trustee Fruit is absent. Motion carried.
- d. Approval of Chapter 15 of the Village of Kirkland Code of Ordinances (Building Codes) – President Block explained that B & F Construction Code Services went over the Building Codes and have us up to the latest version of the Building Codes. These changes have also been presented to the Kirkland Planning and Zoning Commission and recommended for approval. Trustee Ziegler made a motion for the Approval of Chapter 15 of the Village of Kirkland Code of Ordinances (Building Codes) with 2nd by Trustee DeVlieger. On a roll call vote Trustees DeVlieger, Ziegler, Wiegartz and Ford voted yes, Trustee Chambers voted no and Trustee Fruit is absent. Motion carried.
- e. Approval of Temporary Construction of Salt Barn at the end of Brennen Drive within Kirkland Industrial Park – President Block asked for a motion for the Approval of Temporary Construction of Salt Barn at the end of Brennen Drive within Kirkland Industrial Park. Trustee Ford made a motion to approve the Temporary Construction of the Salt Barn at the end of Brennen Drive with a 2nd by Trustee Chambers. On a roll call vote Trustees DeVlieger, Ziegler, Wiegartz, Ford and Chambers voted yes. Trustee Fruit is absent. Motion carried.
- f. Discussion and Approval of Improved Grading of Village of Kirkland Property on Pearl St/Elizabeth Ct – President Block asked for a motion for the approval of improved grading at Pearl St/Elizabeth Court. Trustee Ziegler made a motion for the approval of improved grading at Pearl St/Elizabeth Court with a 2nd by Trustee Chambers. On a roll call vote Trustees Ziegler, Wiegartz, Ford, Chambers and DeVlieger voted yes. Trustee Fruit is absent. Motion carried.
- g. Approval of Village President and Trustee Dan Chambers to attend IML Conferences on Thursday, September 19th and Friday, September 20th – President Block asked for a motion for the approval of Village President Block and Trustee Chambers to attend the IML Conferences on Thursday, September 19th and Friday, September 20th. Trustee Ziegler made a motion for Village President Block and Trustee Chambers to attend the IML Conference on Thursday, September 19th and Friday, September 20th with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Wiegartz, Ford, Chambers, DeVlieger and Ziegler voted yes. Trustee Fruit is absent. Motion carried.
- h. Approval of Kirkland Tree Advisory Panel to report to Village of Kirkland Streets, Alley & Parks Committee – President Block asked for a motion for the approval of Kirkland Tree Advisory Panel to report to the Streets, Alleys and Parks Committee. Trustee Chambers made a motion for the approval of the Kirkland Tree Advisory Panel to report to the Streets, Alley & Parks Committee with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Ford, Chambers, DeVlieger, Ziegler and Wiegartz voted yes. Trustee Fruit is absent. Motion carried.
- i. Approval of new members to the Village of Kirkland Planning & Zoning Commission for 2019-2020 – President Block asked for a motion for the approval of new members to the Village of Kirkland Planning and Zoning Commission for 2019-2020, Jason Heck (7-year), Rebecca Lamont (6-year) and John Michener (1-year). Trustee DeVlieger made a motion for the approval of new members to the Village of Kirkland Planning & Zoning Commission for 2019-2020 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Chambers, DeVlieger, Ziegler, Wiegartz and Ford voted yes. Trustee Fruit is absent. Motion carried.
- j. Approval for advertisement and submittal of bids for demolition and removal of existing building located at 419 W. Main St – President Block asked for a motion for the approval to advertise and submittal of bids for demolition and removal for the existing building located at 419 W. Main St. Trustee DeVlieger made a motion to approve advertising and submittal of bids for demolition and removal of the existing building located at 419 W. Main St. with a 2nd by Trustee Ziegler. On a roll call vote Trustees DeVlieger, Ziegler, Wiegartz, Ford and Chambers voted yes, Trustee Fruit is absent. Motion carried

- k. Opening and Approval in awarding of 2019 Village of Kirkland Sidewalk Bids - We did not receive any bids for the 2019 Village of Kirkland sidewalk project.
- l. Approval of Dale Miller and Jim Stark to attend IPWMAN Conference (Bloomington) on October 15th and 16th – President Block asked for a motion for the approval of Dale Miller and Jim Stark to attend IPWMAN Conference on Oct 15th and 16th in Bloomington. Trustee Ford made a motion to approve Dale Miller and Jim Stark to attend the IPWMAN Conference with a 2nd by Trustee Chambers. Trustees Ziegler, Wiegartz, Ford, Chambers and DeVlieger voted yes. Trustee Fruit is absent. Motion carried.
- m. Approval of Dale Miller, Chris DeMunn, Jim Stark, and Kyle Henry to attend IRWA Training and Conference on October 22nd and 23rd (Rockford) – President Block asked for a motion for the approval of Dale Miller, Chris DeMunn, Jim Stark, and Kyle Henry to attend IRWA Training and Conference on October 22nd and 23rd in Rockford. Trustee Chambers made a motion for the approval of Dale Miller, Chris DeMunn, Jim Stark, and Kyle Henry to attend IRWA Training and Conference on October 22nd and 23rd in Rockford with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Wiegartz, Ford, Chambers, DeVlieger and Ziegler voted yes. Trustee Fruit is absent. Motion carried.

XI. **Adjournment** – At 8:14 P.M. President Block asked for a motion to adjourn. Trustee Ziegler made a motion to adjourn with a 2nd by Trustee Wiegartz. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, October 7, 2019 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President