

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Board Meeting  
Tuesday, September 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 Ziegler, Trustee Ford, Trustee Harvel, Trustee DeVlieger and Trustee Wiegartz. Trustee Micele is absent.
- III. Pledge of Allegiance - President Block asked Trustee Wiegartz to lead 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 from August 6, 2018. Trustee Harvel made a motion to approve the Regular Board Meeting Minutes from August 6, 2018 with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustees Ford, Harvel, Wiegartz and Ziegler voted yes. Trustee Micele is absent and Trustee DeVlieger abstained. Motion carried.
- VI. Approval of Warrant - President Block asked for a motion to approve the Warrant in the amount of \$71,109.25. Trustee Ziegler questioned the interest fees that were on the Visa bill. Village Clerk Stiegman indicated that she was not sure why they are showing up because she pulls the bill off the website. Village Clerk Stiegman will call to find out why this is happening, but we may need to have the due date changed to the 15<sup>th</sup> of the month. Trustee Ford made a Motion to approve the Warrant in the amount of \$71,109.25 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Harvel, DeVlieger, Wiegartz, Ziegler and Ford voted yes. Trustee Micele is absent. Motion carried.
- VII. Financial Report - 1<sup>st</sup> Quarter Fiscal Year 2018-2019 Report:  
President Block gave a short explanation on the 1<sup>st</sup> Quarter Fiscal Report. If anyone has any questions to please give him a call.
- VIII. Reports-
  1. Police Report -  
Chief Davenport reported that the Department had 104 reportable calls for the month of August.  
Chief Davenport and Officer Saladino are at the IEMA Conference in Springfield. This conference helps to fulfill training requirements mandated by the State.  
The Department was scheduled for firearm qualifications on Sept 1, 2018 but due to weather conditions they were canceled and moved to Sept 8, 2018.  
We have received reports of vehicle burglaries this past month just a reminder to please lock your car doors as well as your garage doors. The area of Prospect and 5<sup>th</sup> St to South St and surrounding blocks are currently the areas being targeted. The Kirkland Police have

increased foot patrols at night with both high and low visibility in all areas of Kirkland residential and as well as staggering late-night shifts.

Taser training for the Kirkland Police Department has been scheduled for Sept. 20, 2018 at 6:30 P.M. at the Cortland Fire Department. Sgt. Justin Kness from the Sycamore Police Department will be the instructor for the training and will be certifying both Kirkland and Cortland officers during this training.

2. Public Works-

Superintendent Dale Miller reported that Public Works will be moving forward with the SCADA this month as our electricians finish the new electrical panels and installation. They are working on getting the last new Aerator installed and after it is in they plan on sending the two we just removed to Aqua Aerobics to be rebuilt. These two will then replace two that are in the primary pond that have not been replaced or rebuilt. Then as stated last year, the desire is for Public Works to start sending in two aerators each year for overhaul. This will make our oldest aerators only 6 years old by rebuild time. With a maintenance schedule like this we will never get where we only have one functioning aerator again. Public Works plans on getting back to tree trimming on Village streets and alleys as soon as we the LED Street Light conversion is complete. The residents that have inquired about trees being trimmed have been informed that we will be back at them as soon as the Street Lights are finished.

The 2018 Street Project will kick off around September 6-9 and hopefully finish around October 18-20. This year's street project will consist of paving: 3<sup>rd</sup> Street, Prospect Street from the intersection of 4<sup>th</sup> and Prospect Street to the School Parking lot, North Street from 6<sup>th</sup> Street to 7<sup>th</sup> Street and 7<sup>th</sup> Street from W. North Street to the gates of the Waste Water Treatment Plant.

3. Kirkland Community Center Committee -

The Committee has an appoint tomorrow with Lisa Sharp of Sharp Architects. Once we get Lisa's proposal back the committee will sit down with all three firms to decide what will best fit the needs of the community. We received a call from a staff member in Architectural & Engineering Services at NIU that is willing to help us with questions to ask the firms and to look over the plans to see if he spots anything that we possibly would want to change either for cost savings or just because it would possibly look better a different way that we never thought of. The committee announced that we were pleased to be one of ten communities chosen to present their proposal to the panelists at the Illinois Rural Reverse Funding Fair in Oglesby, IL on Wednesday, August 22<sup>nd</sup>. They knew in advance that no actual funding decisions would be made at the time, however we were able to meet representatives, receive contact information and guidance specifically focused on our project to facilitate moving forward successfully. They were told that in the next week or two we can expect transcripts of comments and agency interactions that followed our community presentation. These will include agency comments, relevant program descriptions and links, and contact information for the various resources. In addition, we will be getting references for other programs or resources relevant to our project that weren't mentioned during the event. After we receive this information, the committee is encouraged to reach out and follow up with the individual agencies about the referenced program and resources.

4. Economic Development- We have some surveys that have not been turned in. They are waiting for this back so they can get this complete and move on to the next actions.
5. Committee Report-
  - a. Police Committee - Committee meeting on the 19<sup>th</sup> of September.
  - b. Ordinance Committee - Trustee Ford has nothing to report.
  - c. Finance Committee - Had a Committee meeting on August 27, 2018 that went over the quarterly report and the first item under New Business.
  - d. Water & Sewer Committee - Trustee DeVlieger has nothing.
  - e. Streets & Alley Committee - Trustee Ziegler has nothing.
  - f. Park Committee -Trustee Micele absent so nothing to report.

IX. Scheduled Speaker - No Scheduled Speakers

X. Unfinished Business-

1. Update on Mediacom Building Lease Ordinance Proposal - Have not heard anything back from them, still in the hands of the attorneys.
2. Update on Health Insurance Change for the Village of Kirkland - Going to stay with who we are currently with now, but may look at this again next year at the time of open enrollment.

XI. New Business-

1. Approval to close Bank Accounts and transfer funds to Illinois Funds accounts for General and MFT Accounts - President Block asked for a motion to close bank accounts and transfer funds to Illinois Funds accounts for General and MFT. Trustee Harvel explained that our Finance Adviser Bill Newkirk suggested that we close out our Money Market at Midland Bank and transfer the funds to Illinois Funds where the interest rate is 2% rather than 0.25%. We would also close our Money Market account at Resource Bank and transfer the funds to Illinois Funds where the interest rate is 2% rather than 0.37%. This would be a transfer of \$40,000.00 from MFT Checking at Blackhawk to our MFT Money Market account at Illinois Funds. By making these changes we will be making \$11,620.00 in interest on \$581,000.00 at Illinois Funds rather than \$1,623.50 we are currently making on interest where they are now, a different of \$9996.50 per year. Bills recommendation: Close money markets at Midland and Resource Banks, put the funds into the General account at Midland and transfer from there to Illinois Funds. In addition, send a check for \$40,000.00 from Blackhawk MFT to Illinois Funds MFT. A motion was made by Trustee Ziegler to close the Bank Accounts and transfer the funds to Illinois Funds with a 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustees Wiegartz, Ziegler, Ford, Harvel and DeVlieger voted yes. Trustee Micele is absent. Motion carried.
2. Approval of TIF Payment to Hiawatha Community Unit School District #426 for Pavement Improvement Project - President Block asked for a motion for the approval of TIF Payment to Hiawatha Community Unit School District #426 for Pavement Improvement Project. After some discussion, the Board agreed to give Hiawatha School District \$100,000.00. Trustee DeVlieger made a motion to approve a TIF payment to Hiawatha Community Unit School District #426 in the amount of \$100,000.00 for Pavement Improvement Project with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustees Wiegartz, Ziegler, Ford, Harvel and DeVlieger voted yes. Trustee Micele is absent. Motion carried.

3. DeKalb County Regional Planning Committee Meeting Review by Trustee DeVlieger - Trustee DeVlieger gave a short report on the meeting. Steve reported that they talked about the National Center for Safe Routes to School Program. They had a gentleman there from the Department of Transportation to talk about grants and funding where you put in sidewalks for safe routes to school, it must be all new construction. There is another grant that is in the off years that help with repairs of sidewalks. They are willing to work with communities that need help. They also talked about the wind and solar farms that are going up in the county. The draft of the county resolution is going to be on the County website. They encouraged that all Municipality's go on the County website and review and read about what it is.
4. Update on Utility Billing Schedule for 2018/2018 and 2019/2020 - President Block explained that we put together a schedule for the Utility Billing and when the water bills are due. He also explained that we revamped the payment agreement. Now they need to come in as soon as you receive your bill so that you can get it started right away and have it paid off by the time it is due. If it is not, you will get the late fee added to the balance that is not paid and then if not paid by the time the shut-off date arrives your water will be shut off with others that have not paid.
5. Approval to replace carpet at the Kirkland Village Hall - President Block asked for a motion to continue the replacement of the carpet at the Kirkland Village Hall. Trustee DeVlieger made a motion to continue the replacement of the carpet at the Village Hall until 2 more quotes are received with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Wiegartz, Ziegler, Ford, Harvel and DeVlieger voted yes, Trustee Micele is absent. Motion carried.
6. Approval of Public Works Expenditures for September 2018 - President Block asked for a motion to approve Public Works Expenditures for September 2018. Trustee Ziegler made a motion to approve Public Works Expenditures for September 2018 with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustees Ziegler, Ford, Harvel, DeVlieger and Wiegartz voted yes, Trustee Micele is absent. Motion carried.

**XII. Executive Session-**

At 7:56 P.M. President Block asked for a Motion to adjourn to Executive Session for discussion on Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees. Trustee Ziegler made a motion to adjourn to Executive Session for discussion on Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees with a 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustees Ford, Harvel, DeVlieger, Wiegartz and Ziegler voted yes, Trustee Micele is absent. Motion carried.

*\*\* Trustee Micele joined the meeting while in executive session. \*\**

**XIII. Return from Executive Session.** At 8:26 P.M. President Block asked for a roll call after returning from Executive Session. Trustees Ford, Harvel, DeVlieger, Micele, Wiegartz and Ziegler answered present.

**XIV. Adjournment** - President Block asked for a motion to adjourn. Trustee DeVlieger made a motion to adjourn with a 2<sup>nd</sup> by Trustee Ziegler. On a voice call vote meeting adjourned at 8:30 P.M.

**Next Board of Trustees Regular Meeting will be Monday, October 1, 2018 at 7:00 P.M.**



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**Carol Stiegman**  
**Village Clerk**



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**Ryan Block**  
**Village President**