

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Meeting  
Monday, September 9, 2024**

**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, and Trustee Fruit. Trustee Ziegler is absent.
- III. **Pledge of Allegiance** – President Block led us in the Pledge of Allegiance
- IV. **Comments from the Audience** – Rick Hodgkinson is concerned with his neighbors shed not having gutters. When it rains the water comes off the shed roof into his yard and causing erosion in his flower garden. President Block will investigate this and see what can be done.
- V. **Approval of Minutes** – President Block asked for a motion for the approval of Meeting Minutes for August 5, 2024. Trustee Fruit made a motion to approve the Meeting Minutes from August 5, 2024, with a 2<sup>nd</sup> by Trustee Michener. On a voice call vote all in favor. Motion carried.

\*\*\* At 7:12 P.M., Trustee Ziegler joined the meeting. \*\*\*

- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$131,098.01. Trustee Fruit made a motion to approve the Warrant for \$131,098.01, with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Chambers, Marshall, Fruit, Michener and Benes voted yes. Trustee Ziegler abstained. Motion carried.
- VII. **Reports** –
  1. **Public Works** – Jim Stark gave his report for September, see attached.
  2. **Police Report** – Chief Davenport gave his report for September, see attached.
  3. **Committee Reports** – Tree Commission will be having their next meeting on August 6, 2024 at 7:00 P.M.
- VIII. **Guest Speaker** – None
- IX. **Unfinished Business** - None
- X. **New Business** -
  - a. **Discussion / Approval of Ordinance 2024-03 / Ordinance Annexing the Cooley Properties, Inc Property Commonly know as 5607 State Route 72, Kirkland to the Village of Kirkland** – President Block asked for a motion to approve of Ordinance 2024-03 / Ordinance Annexing the Cooley Properties Inc., Property Commonly known as 5607 State Route 72, Kirkland to the Village of Kirkland. Trustee Chambers made a motion for the approval of Ordinance 2024-03 / Ordinance Annexing the Cooley Properties Inc., Property Commonly known as 5607 State Route 72, Kirkland to the Village of Kirkland, with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.

- b. Discussion / Approval of Ordinance 2024-04 / Ordinance Zoning the Cooley Properties, Inc Property Commonly know as 5607 State Route 72, Kirkland to the Village of Kirkland - President Block asked for a motion to approve of Ordinance 2024-04 / Ordinance Zoning the Cooley Properties Inc., Property Commonly known as 5607 State Route 72, Kirkland to the Village of Kirkland. Trustee Chambers made a motion to approve of Ordinance 2024-04 / Ordinance Zoning the Cooley Properties Inc., Property Commonly known as 5607 State Route 72, Kirkland to the Village of Kirkland, with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers and Marshall voted yes. Motion carried.
- c. Discussion / Approval of Intergovernmental Agreement between the Village of Kirkland and the Kirkland Public Library District for Insurance – President Bock asked for a motion for the Approval of the Intergovernmental Agreement between the Village of Kirkland and the Kirkland Public Library District for Insurance. Trustee Ziegler made a motion to approve the Intergovernmental Agreement between the Village of Kirkland and the Kirkland Public Library District for Insurance, with a 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustee Ziegler, Michener, Benes, Chambers, Marshall, and Fruit voted yes. Motion carried.
- d. Discussion / Approval of Annual Maintenance Agreement for Village Outdoor Warning Sirens – President Block asked for a motion for the approval of annual maintenance agreement for the Village Outdoor Warning Sirens. Trustee Fruit made a motion to approve the annual maintenance agreement for the Village Outdoor Warning Sirens, with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Michener, Benes, Chambers, Marshall, Fruit and Ziegler voted yes. Motion carried.
- e. Discussion / Approval of Bull Run Creek Floodplain / Floodway Permitting Letter of Map Revision for Kirkland, Illinois Contract with Fehr-Graham – President Block asked for a motion for the approval of Bull Run Creek Floodplain / Foodway Permitting Letter of Map Revision for Kirkland, Illinois Contract with Fehr-Graham. President Block turned the floor over to Chad Ryan from Fehr-Graham. Chad explained to the Village Board that they need to ask for a map revision. Trustee Ziegler made a motion for the approval of Bull Run Creek Floodplain / Floodway Permitting Letter of Map Revision for Kirkland, Illinois Contract with Fehr-Graham in the amount of \$38,000.00, with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Ziegler and Michener. Motion carried.
- f. Discussion / Approval of Melinda Quigley to replace Dale Geibel on the Tree Commission – President Block asked for a motion for the Approval of Melinda Quigley to replace Dale Geibel on the Kirkland Tree Commission. Trustee Benes made a motion for the approval of Melinda Quigley to replace Dale Geibel on the Kirkland Tree Commission, with a 2<sup>nd</sup> by Trustee Fruit. On a voice call vote all in favor. Motion carried.
- g. Discussion / Approval of Closure of Illinois Route 72 on Thursday, October 3, 2024 at 6:30 P.M. to 7:00P.M. for Hiawatha Homecoming Parade – President Block asked for a motion for the approval of closure of Illinois Route 72 on Thursday, October 3, 2024 at 6:30 P.M. to 7:00P.M. for Hiawatha Homecoming Parade. Trustee Fruit made a motion for the Approval of closure of Illinois Route 72 on Thursday, October 3, 2024 at 6:30 P.M. to 7:00P.M. for Hiawatha Homecoming Parade, with a 2<sup>nd</sup> by Trustee Ziegler. On a voice call vote all in favor. Motion carried.
- h. Discussion / Approval of Rebuild of Two Aerators with Aqua-Aerobic Systems, Inc – President Block asked for a motion for the approval to rebuild two aerators with Aqua-Aerobic Systems, Inc. Trustee Ziegler made a motion for the approval to rebuild two aerators with Aqua-Aerobic Systems, Inc. for \$6200.00 with a 2<sup>nd</sup> by Trustee Mincher. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers and Marshall voted yes. Motion carried.

i. Discussion / Approval of Kirkland Medical Clinic Alley Drive Lane Repaving – President Block asked for a motion for the approval for the Kirkland Medical Clinic Alley Drive Lane Repaving. President Block explained that this would just be the alley part of his parking lot to the back of the building to the employees parking lot in the amount of \$3345.00. Trustee Ziegler made a motion for the approval for the Kirkland Medical Clinic Alley Drive Lane Repaving in the amount of \$3345.00 with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes. Motion carried.

XI. Executive Session – At 8:07 P.M., President Block asked for a motion to go into Executive Session for Potential Acquisition of Real Estate [pursuant to 5ILCS 120/2(c)(5)], Litigation [pursuant to 5ILCS 120/2(c)(11)] and Compensation, Discipline, Discharge and /or Performance of Specific Employees [pursuant to 5ILCS 120/2(c)(1)]. Trustee Ziegler made a motion to go into Executive Session for the purpose of Potential Acquisition of Real Estate, Litigation and Appointment, Compensation, Discipline, Discharge and /or Performance of Specific Employees, with a 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes. Motion carried.

XII. Board of Trustee Return to Regular Meeting – At 8:58 P.M., President Block called the Meeting to Order and asked for roll call. Members answering present as follows: Trustee Chambers, Trustee Fruit, Trustee Ziegler, Trustee Michener, and Trustee Benes.

XIII. Action from Executive Session -

Discussion and Possible Action Regarding Potential Acquisition of Real Estate. Trustee Chambers made a Motion to authorize President Block and Attorney Brad Stewart to execute any documents regarding the property at 313 W. Main Street, Kirkland, Illinois up to \$285,000.00 in addition to responding to owner's terms as directed by the Board, with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.

Trustee Fruit made a motion to approve Village Clerk Stiegman to deputize a Deputy Clerk effective January 1, 2025 at the rate of \$26.50 per hour, with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Benes, and Chambers voted yes. Motion carried.

XIV. Adjournment – At 9:03 P.M., President Block asked for a Motion to Adjourn. Trustee Ziegler made the Motion to Adjourn, with a 2<sup>nd</sup> by Trustee Fruit. On a voice call vote all in favor. Motion carried. Meeting adjourned.

**Next Board of Trustees Regular Meeting will be Monday, October 7, 2024 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



**9/9/2024**

## **Kirkland Village Board Meeting**

**Monday September 9<sup>th</sup>**

**7:00pm**

**Monthly Police Report**

**August 2024**

The Kirkland Police Department handled eighty-four (84) reportable activities for the month August

2024-2025 School Year has begun—planning for the mandated Active Intruder Drill has already started and Kirkland Police with work closely with School Administration to ensure a smooth and safely executed drill

Officer Rufenacht Academy Progress Report

Auxiliary Commander Brian Froehlich moving into the CSO position

## Village of Kirkland Public Works Report for August 2024

### Tasks underway and completed

- Continued organizing and cleaning of the Public Works garage and property.
- Cleaned up our burn pit area by taking old ashes to Carl Bruder's farm.
- Trimmed weeds/ grass around town in right of ways where needed.
- Cut down stump in empty lot next to Ryan's house in Elizebeth Ct.
- Called in numerous Julies for stump grinding.
- Ground stumps around town and filled in holes with dirt and grass seed.
- Mowed on a regular basis.
- Routine mower maintenance.
- Replaced a couple leaky tires on mowers.
- One tire ordered went to South Hampton, New York somehow, and Carol and I had to make a claim w/ Amazon to get a new one.
- Worked at Pioneer Park after storm damage, cutting fallen and broken branches, and filling in ruts from machinery clearing the brush out.
- Sprayed for mosquitos.
- Placed mosquito larvicide in all storm sewers to try and minimize the number of eggs hatched.
- Watered flowers and newer parkway and park trees regularly.
- Put Sludge RX and Action Packs in the lagoon wastewater system to help reduce the sludge build-up.
- We pulled a fallen tree out of the Pearl St. ditch between the train tracks and the bridge.
- Installed a new A/C belt on the Bobcat skid steer, old one broke.
- Took the Bobcat skid steer into Atlas Bobcat to be looked at. The new stump grinder was having problems running. They had found that the attachment needed a new wiring harness and also the skid steer had a wiring issue as well.
- We cleaned out a large amount of grease out of the influent to the sewer plant.
- Serviced and sharpened chainsaws.
- I measured and marked sidewalks for the replacement of this year's budgeted amount.
- Cleaned out the water tower of all Christmas ornaments and hauled to sewer plant for temp. storage.
- Purchased double-walled plastic culvert and material to repair ditch/ parking area at 312 S. 5<sup>th</sup> St. (S.5<sup>th</sup> & Prospect St.).
- Placed culvert pipes in the ground and cemented all joints to reinforce strength, then we covered and packed gravel the following days to ensure complete compaction.
- Routine maintenance on vehicles and equipment.
- With railroad permission we pulled out the old telephone poles and wires at Pioneer Park that were hanging down to the ground. Filled in the hole when we were done.

- We fixed the B-box at 708 Cedar, it had been hit by a snowplow and broken. They are now replacing the driveway and wanted that fixed, so we did by hand digging, shop vacuuming the hole and placing a new top portion on.
- Put school banners up on streetlight poles.
- Delivered fire burn pit to school and light fire for school event, later picked up and brought back to sewer plant.
- Garbage was emptied in downtown cans and park cans weekly.
- The homeowner on Benham (next to football field) called Carol asking for the parkway tree to be cut down because its roots are growing into their sewer system and plugging it up.
- We read water meters and found a couple that don't work.
- Replaced broken water meters.
- Meter installations (3) at the laundromat.
- Clean wells 2 and 3 by dusting and sweeping.
- Purchased running/ flashing lights for F-550 that had burnt out, and also red curb paint for Main St.
- We hung our Material Safety Data Sheet (MSDS) binders up at the shop, shop office, and both wells so that they are easy to see and find if needed in case of an emergency.
- We trimmed trees along the south side of Rt. 72 between Malta rd. and the Doller General.

Training in August: Stenner Pump training- Genoa Public Works building  
Employees in training were Justin, Chandler, Chris, and Weston.

This is not an all-inclusive list, but it is a majority of the tasks completed.

Thanks, Jim Stark

