

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, October 1, 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 DeVlieger, Trustee Micele and Trustee Wiegartz. Trustee Harvel is absent.
- I. **Pledge of Allegiance** - President Block asked Jean Klock to lead us in the Pledge of Allegiance.
- III. **Comments from the Audience – (Sally Jones and Ted Wade)**

Sally Jones from Hickory Ridge was wondering if the contract is still valid because all the lots have been sold, does that include the roads. Sally would like to have someone check the contract or the agreement to see if there is anything that can be done so the roads can be repaired. Ryan has asked Attorney Brad Stewart to look at the documents to see if there is anything that can help with the roads.

Ted Wade is concerned about a tree that is in the parkway that needs to come down. This is on tonight's agenda for discussion and possible vote.
- IV. **Approval of Minutes** - President Block asked for a motion to approve the Regular Board Meeting Minutes from September 4, 2018. Trustee DeVlieger made a motion to approve the Regular Board Meeting Minutes from September 4, 2018 with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Ford, DeVlieger, Wiegartz and Ziegler voted yes. Trustee Micele abstained and Trustees Havel is absent. Motion carried.
- V. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$68,778.47. Trustee Wiegartz made a Motion to approve the Warrant in the amount of \$68,778.47 with a 2nd by Trustee Ziegler. On a roll call vote Trustee Harvel is absent, Trustees DeVlieger, Wiegartz and Ziegler voted yes. Trustees Micele and Ford voted no. President Block voted yes. Motion carried.
- VI. **Financial Report** - Bill Newkirk was here on September 10th and 11th to get the prep work done for the 2017-2018 audit. WIPFLI Auditing Firm was scheduled to be here on September 17th and 18th to gather their information for the 2017-2018 Audit. They were able to get all their information needed in one day.
- VII. **Reports** -
 - A. **Police Report** -

Chief Davenport reported that the Department had 85 reportable calls for the month of September. As of the last report, we have not received any new vehicle burglaries. It appears that keeping vehicles locked seems to be the best practice.

Chief Davenport would like to thank the two Deputies from the DeKalb County Sheriff's office for coming out and doing a K9 walk through at our school. This was very successful as well as a very good investment to our youth. There was little activity but nothing significant.

Chief Davenport announced that he will be having Coffee with a Cop on September 20, 2018 at 9:30 A.M. here at the Village Hall. Some of the things that will be talked about are activities that they are doing at the school, some things they are doing in law enforcement and some things that they got from the IEMA conference that he was at last month.

Chief Davenport would like to do a Shop with a Cop. He would like to just put this out there to the community to see if there is any interest for this.

He also wanted to let the community know that all of our officers are Narcan trained and that we also have an Officer that is a certified Narcan Trainer.

B. Public Works-

The Public Works Department would like to welcome Jim Stark to our Public Works Team, full-time starting today October 1, 2018.

The 2018 Street Project is coming to a close. William Charles contractors has some small clean-up to do and road edging to wrap up the project. The Village would like to thank Fehr-Graham and William Charles for a job well done. Along with the 2018 street project we also seal coated several streets, crack filled the rest of Country Meadows and striped the downtown parking areas and the parking in the back alley.

The 2018 Sidewalk program has finished with round one. The contractor has fulfilled his obligations and is waiting the Board's decision on the future course of action on our sidewalks.

Superintendent Dale Miller reported that Public works will be moving forward with the SCADA system this month as our electricians finish the new electrical panels and installation. They are also working on getting the last new Aerator installed. After they are in we plan on updating the two we just removed and send them 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. As stated last year, we will start sending in two Aerators in each year for overhaul and this will make our oldest Aerators 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 they are done with the LED Street Light conversion. 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.

C. Kirkland Community Center -

Dan Chambers reported that the Committee will be meeting with one more Architectural firm and then hope to make a decision on who they will be hiring. Dan asked if anyone had a copy of the TIF agreement.

D. Economic Development –

President Block received an email from Mel (NIU Center for Governmental Studies) indicating they are finishing up the results and should be able to share them with us by the end of next week or the first of the following week. President Block will pass that on to the board when he receives them. Mel would then like to schedule the next action planning, which would be a three-hour block between staff and Board. We would like to try and do this in November. President Block will put together dates and get them out to the board members to find a date that works for everyone.

E. **Committee Report -**

1. **Police Committee** - Had a meeting in late September to go over various items
2. **Ordinance Committee** – Nothing to report
3. **Finance Committee** - Nothing to report
4. **Water & Sewer Committee** - Nothing at this time, asked Dale to set a date so the two Committees can meet
5. **Streets & Alley Committee** - Will be meeting with Water & Sewer
6. **Park Committee** – Nothing to report, trustees asked President Block to tell how Celebrate our Parks went. He said for the most part it went pretty good. It was a little slow at times and he feels that because of this being homecoming weekend it didn't help. When they set the date for this event they did not know that it was going to be homecoming weekend, something to note for next year. All and all it went pretty good.

VIII. **Scheduled Speakers** - None

IX. **Unfinished Business -**

- A. **Update on Mediacom Building Lease Ordinance Proposal** - We got the contract back and they really didn't budge much. Trustee DeVlieger asked to have the contract sent to him and he would like to review it and bring this back to the board next month. Dale also informed the board that he had received a call asking him if Mediacom could hang new cable on the Pearl Street Bridge and he told them that that was something that he would have to bring in front of the Village Board, he could not give them the permission for something like that. He then went over the bridge a few days later and saw a new cable hanging there. Dale just wanted to know if the board had approved the cable to be installed. At this time, no one was aware of any of this. Attorney Stewart suggested to the Board that we could send them a letter expressing our concerns on the matter.

X. **New Business -**

- A. **Approval to renew our annual membership with DCEDC for 2019** - President Block asked for a motion to approve renewal of our annual membership with DCEDC for 2019. Trustee DeVlieger made a motion to approve renewal of our annual membership with DCEDC for 2019 with a 2nd by Trustee Wiegartz. On a roll call vote Trustees DeVlieger, Micele, Wiegartz and Ziegler voted yes, Trustee Ford voted no and Trustee Harvel is absent. Motion carried.
- B. **Approval of TIF Payment to Splendor Salon for painting of business** - President Block asked for a motion to approve TIF payment to Splendor Salon for the painting of the business. Trustee Ziegler made a motion to approve TIF payment to Splendor Salon for the painting of the business with a 2nd by Trustee Wiegartz. On a roll call vote Trustees Micele, Wiegartz and Ziegler voted yes, Trustee Ford abstained, Trustee Harvel is absent and Trustee DeVlieger voted no. Motion carried
- C. **Discussion of Julie 2019 Member Annual Contribution Assessment Notification** - Just a FYI for the board that our next year estimated Julie cost will be \$268.23.
- D. **Approval of annual inspection and maintenance of Outdoor Warning Siren System for the Village of Kirkland** - President Block asked for a motion to approve our annual inspection and maintenance of outdoor warning siren system for the Village of Kirkland. These are the ones that are located at Linda Ln / Hickory Ln and Franklin Township Park. Trustee Ziegler made a motion to approve our annual inspection and maintenance of outdoor warning siren system for the Village of Kirkland located at Linda Ln / Hickory Ln and Franklin Township Park with a 2nd by Trustee DeVlieger. On a roll call vote Trustees Wiegartz, Ziegler, Ford, DeVlieger and Micele voted yes. Trustee Harvel is absent. Motion carried.
- E. **Discussion of Roles and Responsibilities of the Outdoor Warning Siren Systems for the Village of Kirkland and Fairdale** - This was talked about at the Police Committee meeting and thought was

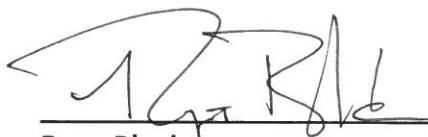
that we look into what other communities do. After a long discussion, it was requested that we look into turning this over to the County or someone that knows what the weather is doing. Trustee DeVlieger was going to ask at his Regional Planning Committee meeting next month and Chief Davenport was going to ask at his Chiefs' meeting and report back to the board at the next meeting.

- F. **Update on Kirkland Sawmill and IDNR Permit Activities** – The Board received a copy of the letter that was received from IDNR to the Kirkland Sawmill. The inspection process of the Sawmill is the responsibility of the Village. President Block, Attorney Stewart and Chad Clauson from Fehr-Graham will discuss this in more detail.
- G. **Opening and Approval of Award of Sealed Bids for Kirkland Public Works Truck** - President Block ask for a motion to approve awarding the Sealed Bid for the Kirkland Public Works Truck to Zebharyah Harris in the amount of \$2100.50. Trustee Ford made a motion to award the sealed bid for the Public Works Truck to Zebharyah Harris for \$2100.50 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Wiegartz, Ziegler, Ford, DeVlieger and Micele voted yes. Trustee Harvel is absent. Motion carried
- H. **Approval of Public Works Activities & Expenditures for October 2018** - President Block asked for a motion to approve Public Works Expenditures for October 2018 not to exceed \$33,000.00 Trustee DeVlieger made a motion to approve the Public Works Expenditures for the month of October 2018 not to exceed \$33,000.00 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Ford, DeVlieger, Micele, Wiegartz and Ziegler voted yes. Trustee Harvel is absent. Motion carried.
- XI. **Adjournment** - 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 meeting adjourned at 8:30 P.M. Motion carried.

Next Board of Trustees Regular Meeting will be Monday, November 5, 2018 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President