

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, October 7, 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 and Trustee Fruit. Trustee Wiegartz and Trustee DeVlieger 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 Regular Board Meeting Minutes for Tuesday, September 3, 2019. Trustee Ziegler made a motion to approve the Regular Board Meetings Minutes for Tuesday, September 3, 2019 with a 2nd by Trustee Chambers. On a roll call vote Trustees Ford, Chambers and Ziegler voted yes. Trustee Fruit abstained and Trustees Wiegartz and DeVlieger are absent. Motion carried.
- VI. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$81,779.43. Trustee Chambers asked if there was anything to be concerned with and Trustee Ziegler indicated that she had gone thru all the invoices and reported that the Visa bill has been corrected and we have received a refund. Trustee Chambers made a motion to approve the Warrant in the amount of \$81,779.43 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Chambers, Fruit, Ziegler and Ford voted yes, Trustees DeVlieger and Wiegartz are absent. Motion carried.
- VII. **Reports-**
 - a. **Financial Report** – Nothing to report
 - b. **Police Report** - Chief Davenport reported that the Department had 156 reportable calls for the month of September 2019. President Block asked how the ALICE training went at the school. Chief reported that the training went very well. They had done things a little different this time, away from the kids they staged an officer down that everyone was aware of. For the department training, they also staged one down student that only the Chief knew about. Chief Davenport asked if any of the Trustees had received any feedback from the public to please let him know. Trustee Ford just brought up that this was being done at the time that the preschool kids were being picked up from the morning class. There were some parents that were confused and didn't know what was going on.
 - c. **Public Works** - Public works Superintendent Dale Miller reported that they are working on cleaning up all and any open projects before weather changes. They are also working on snow equipment so that we are ready for the first snowfall. As they finish projects, they will then begin mowing weeds and cleaning up along Bull Run Creek again. President Block reported to that on Friday we received a Certificate of Health from the Illinois Department of Public Health. We were one of 4 that were given in DeKalb County. Ryan recognized the efforts of the Kirkland Public Works Department on this achievement

- d. **Kirkland Community Center** – Linda Fett has resigned from the Kirkland Community Center Committee. Dan reported that at this time there is nothing to report due to the bids coming in over budget we are kind of at a standstill pending demolition of the building.
- e. **Planning & Zoning** – No update
- f. **Economic Development** – No update
- g. **Committee Report** -
 1. **Police Committee** – Chief Davenport gave an update in Trustee DeVlieger’s absent
 2. **Ordinance Committee** - Nothing to report
 3. **Finance Committee** – Trustee Ziegler updated Board that she went thru Bills prior to tonight’s meeting
 4. **Water & Sewer Committee** - Trustee Ford gave an update on meeting held in September
 5. **Streets, Alley & Parks Committee** – Dale gave the update on the meeting they had with Water & Sewer
 6. **Economic Development Committee** – Trustee Chambers gave an update on the meeting held in September

VIII. **Guest Speaker** – Bill McMahon, Progressive Energy Group. Bill is here to update the contract for the Village’s Utility Bill and is looking for approval to allow the Village President to sign the contract with IGS at .4950 per kilowatt hour for 36 months. Trustee Ford made a Motion to recognize time imperative in energy rates which may be lost before meeting again and to authorize President Block to execute the agreement with Progressive Energy Group for 36 months as presented at the October 7, 2019 meeting, subject to Board ratification at the November Board Meeting. A 2nd was made by Trustee Ziegler. On a roll call vote Trustees Fruit, Ziegler, Ford and Chambers voted yes. Trustees Wiegartz and DeVlieger are absent. Motion carried.

IX. **Unfinished Business** –

- a. **Approval of Ordinance 2019-11 / Ordinance Amending Chapter 150 Utility Codes and Chapter 51 Building Codes, of the Village of Kirkland Municipal Code** - President Block asked for a motion to approve Ordinance 2019-11 Amending Chapter 150 Utility Codes and Chapter 51 Building Codes, of the Village of Kirkland Municipal Code. Trustee Ziegler made a motion to approve Ordinance 2019-11 Amending Chapter 150 Utility Codes and Chapter 51 Building Codes, of the Village of Kirkland Municipal Code with a 2nd by Trustee Chambers. On a roll call vote Trustees Ziegler, Ford, Chambers and Fruit voted yes, Trustees Wiegartz and DeVlieger are absent. Motion carried.
- b. **Approval of Ordinance 2019-12 / Ordinance Amending Chapter 51, Utility Fees of the Village of Kirkland Municipal Code** - This was rolled in with Ordinance 2019-11.
- c. **Discussion and Approval of additional TIF Funds Reimbursement for Kirkland Family Restaurant for Window Replacement** – Received information on this however the owner from the Kirkland Family Restaurant was not in attendance. President Block asked for a motion to postpone item C until November 4, 2019 Meeting. Trustee Ziegler made a motion to postpone item C, until the November 4, 2019 Meeting with a 2nd by Trustee Fruit. On a roll call vote Trustees Ford, Chambers, Fruit and Ziegler voted yes. Trustees DeVlieger and Wiegartz are absent. Motion carried.
- d. **Approval of Village of Kirkland Sidewalk Project for 2019** – President Block asked for a motion for the approval of Village of Kirkland Sidewalk Project for 2019. Trustee Ford made a motion to approve the Village of Kirkland Sidewalk Project for 2019 not to exceed the amount of \$16,300.00 with a 2nd by Ziegler. On a roll call vote Trustees Chambers, Fruit, Ziegler and Ford voted yes, Trustees DeVlieger and Wiegartz are absent. Motion carried.

X. New Business –

- a. Approval of Payment to TAT Enterprises Inc for 2019 Kirkland Street Paving Project – President Block asked for a motion for the approval of payment to TAT Enterprises Inc. for the 2019 Kirkland Street Paving project. Trustee Ford made a motion for the approval of payment to TAT Enterprises Inc. for the 2019 Kirkland Street Paving project in the amount of \$114,148.00 with a 2nd by Trustee Ziegler. On a roll call vote Trustees Fruit, Ziegler, Ford and Chambers voted yes. Trustees DeVlieger and Wiegartz are absent. Motion carried.
- b. Discussion and Approval of IEPA Project Plan Proposal with Fehr-Graham - President Block turned the meeting over to Jeff from Fehr-Graham. Jeff explained to the Trustees the IEPA Project Plan that he has begun working on for the Village of Kirkland. The funding for this program comes out of the State Revolving Fund that is used to fund infrastructure projects. These are long-term loans, typically 20- to 30-year loans, and meant for larger projects such as painting of the water tower, water mains, well projects and other Public Works projects. These loans are paid back right now at an interest rate of 2% over the 20- or 30-years. There is also a potential of obtaining a loan forgiveness of up to eight-hundred thousand dollars max. This is something that the Village may be able to obtain but will not find out until after the loan is completed and approved. This could take up to 2 to 3 years to get this approved from the IEPA. Jeff will get the proposal together and have more discussion at the November meeting.
- c. Discussion with Fehr-Graham in grants to assist with cost of Sanitary Manhole repair - Jeff explained this is a State Grant that is up to five-hundred thousand dollars with no match. It is an income-based grant and you can do target areas based on need. However, you will have to have Health and Safety records within the past two years to qualify for these grants.
- d. Discussion and Approval of Proposal for the Demolition Specification and Bidding Services of 419 W Main St Building – Jeff will get proposal to the Village President so this can go out to bid.
- e. Discussion with Fehr-Graham on any available funding sources for Residential Draining Improvement work – Jeff explained that this does fall under the Community Development Block Grant. However, this grant can be difficult to receive and is income based. This is the only grant that is out there for this type of work.
- f. Discussion and Approval of Computer Server Update to Microsoft Exchange Online and Configuration of Firewall/Security – After some discussion the Board would like to have Mike from Pine Computer Consulting Inc. come to the November 4, 2019 Board Meeting. President Block will ask Mike to come to the November 4, 2019 Board Meeting. Trustee Ziegler made a motion to table the approval of Computer Server Update to Microsoft Exchange Online Configuration of Firewall/Security with a 2nd by Trustee Fruit. On a roll call vote Trustees Chambers, Fruit, Ziegler and Ford voted yes and Trustees DeVlieger and Wiegartz are absent. Motion carried.
- g. Approval of Annual Preventative Maintenance for Village of Kirkland Outdoor Warning Sirens – President Block asked for the motion for approval of annual Preventative Maintenance for Village of Kirkland Outdoor Warning Sirens. Trustee Ziegler made a motion to approve Braniff Communication to do the annual preventative maintenance for Village of Kirkland Outdoor Warning Sirens with a 2nd by Trustee Fruit. On a roll call vote Trustees Fruit, Ziegler, Ford and Chambers voted yes and Trustees DeVlieger and Wiegartz are absent. Motion carried.
- h. Approval of TIF Reimbursement Request for Hiawatha School District #426 Pertaining to Health Life Safety Issues - President Block asked for a motion for the approval of TIF Reimbursement Request for Hiawatha School District #426 pertaining to Health Life Safety Issues. Trustee Ziegler made a motion for the approval of TIF Reimbursement Request for Hiawatha School District #426 pertaining to Health Life Safety Issues in the amount of \$11,409.66 with a 2nd by

Trustee Ford. On a roll call vote Trustees Fruit, Ziegler, Ford and Chambers voted yes and Trustees DeVlieger and Wiegartz are absent. Motion carried.

- i. Approval to purchase In-Squad Video Camera System for Kirkland Police Department – President Block asked for a motion for the approval to purchase In-Squad Video Camera System for Kirkland Police Department. Trustee Ziegler made a motion for the approval to purchase In-Squad Video Camera System for Kirkland Police Department in the amount of \$2004.95 with a 2nd by Trustee Ford. On a roll call vote Trustees Ziegler, Ford, Chamber and Fruit voted yes and Trustees DeVlieger and Wiegartz are absent. Motion carried.

(Trustee Ford left the meeting at 8:45 P.M.)

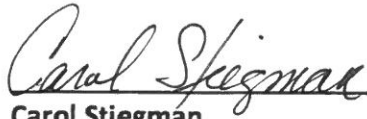
- j. Approval for repair of Roof at Wastewater Treatment Plant – After some discussion the Trustees think this will need to go out for bid based on current cost projections. Trustee Fruit made a motion to table this and revisit at November's Board Meeting with a 2nd by Trustee Chambers. On a roll call vote Trustees Chambers, Fruit, Ziegler and President Block voted yes, Trustees Wiegartz, DeVlieger and Ford are absent. Motion carried.
- k. Discussion of creation of Social Media for Village of Kirkland- President Block turned this one over to Trustee Chambers. At the IML Conference, Trustee Chambers attended a class on Social Media Do's and Don'ts. Trustee Chambers made others aware that when you comment on someone else's post on Social Media and state a fact from the Village and two other Trustees comments, it is now considered a quorum. However, if you get on and comment something like "my water bill is really high also", then you are stating that as a Village resident. Trustee Chambers feels this is something that we all need to be made aware of with regards to future communications on Social Media. President Block will also investigate a potential Social Media Policy for the Village of Kirkland.
- l. Discussion of possible annexation of land into Village of Kirkland- President Block brought the Trustees up to date on the possibility of Charlie Fruit annexing his property into the Village.
- m. Discussion of creation of Ordinances for Village of Kirkland to address Marijuana Law Change – Attorney Brad Stewart gave a presentation on the New Cannabis Law change that goes into effect on January 1, 2020. President Block asked the Village Trustees to think about how you want the Village to proceed on this matter and bring your thoughts to November's meeting. At November's meeting, we can give Brad direction on putting together our Ordinance with the expectation for it to be passed at December's Board meeting.
- n. Approval of Membership for 2020 for DCEDC (DeKalb County Economic Development Committee) – President Block asked for a motion for the approval of Membership for 2020 for DCEDC to be lowered to a Builder Contributor Level at \$500.00. Trustee Chambers made a motion to approve the Membership for 2020 for DCEDC at the Contributor Level of a Builder \$500.00 with a 2nd by Ziegler. On a roll call vote Trustees Fruit, Ziegler, Chambers and President Block voted yes. Trustees Wiegartz, DeVlieger and Ford are absent. Motion carried.

XI. Executive Session - President Block asked for a motion to go into Executive Session for the purpose of Litigation. Trustee Ziegler made a motion to go into Executive Session for the purpose of Litigation with a 2nd by Trustee Chambers. Trustees Ziegler, Chambers, Fruit and President Block vote yes. Trustees Wiegartz, DeVlieger and Ford are absent. Motion carried.

XII. Return to Regular Session – The Board returned to Regular Session and President Block asked for a roll call. Members answering present as follows: Trustee Chambers, Trustee Ziegler and Trustee Fruit. Trustee Ford, Trustee Wiegartz and Trustee DeVlieger are absent.

XIII. **Adjournment** – At 10:42 P.M., President Block asked for a Motion to Adjourn. Trustee Fruit made a Motion to Adjourn with a 2nd by Trustee Ziegler. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, November 4, 2019 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President