

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Tuesday, October 17, 2022
~~Monday~~**

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, Trustee Fruit, and Trustee Ziegler.
- 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 for the approval of the General Board Meeting Minutes for Tuesday, September 6, 2022. Trustee Fruit made a motion to approve the General Board Meeting Minutes for Tuesday, September 6, 2022, with a 2nd by Trustee Ziegler. On a voice call vote all in favor. Motion carried.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$83,595.62. Trustee Ziegler made a motion to approve the Warrant in the amount of \$83,595.62, with a 2nd by Trustee Benes. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener, and Benes voted yes. Motion carried.
- VII. **Reports** -
 - a. **Police Report** – Chief Davenport gave his September 2022 Police Report, please see attached.
 - b. **Public Works** – Jim Stark give his September 2022 Public Works Report, please see attached.
 - c. **Committee Report** – Nothing to report from Committees
- VIII. **Unfinished Business** – None
- IX. **New Business** –
 - a. **Discussion/Approval of the Village of Kirkland Financial Report for Fiscal Year 2021-2022** – President Block asked for a motion for the approval of the 2021/2022 Financial Report for the Village of Kirkland. Trustee Ziegler made a motion for the approval of the Village of Kirkland 2021/2022 Financial Report, with a 2nd by Trustee Chambers. On a roll call vote Trustees, Marshall, Fruit, Ziegler, Michener, Benes, and Chambers voted yes. Motion carried.
 - b. **Discussion/Approval of Ordinance 2022-06/Ordinance Amending Title VII, Section 71.01 Regarding Parking Recreational Vehicles on Unimproved Surfaces** – President Blocked asked for a motion to approve Ordinance 2022-06/Ordinance Amending Title VII, Section 71.01 Regarding Parking Recreational Vehicles on Unimproved Surfaces. Trustee Marshall has some concerns with having quantity of no more than two recreational vehicles on a zoning lot. Trustees feel that one may have more than two recreational vehicles and if their driveway can accommodate such vehicles they should not be restricted. Trustee Fruit made a motion to approve Ordinance 2022-06/Ordinance Amending Title VII, Section 71.01 Regarding Parking Recreational Vehicles on Unimproved Surfaces, striking the last sentence of proposed


- subsection C1, with a 2nd made by Trustee Ziegler. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers, and Marshall voted yes. Motion carried.
- c. Discussion/Approval of Ordinance 2022-07/An Ordinance Amending Title III, Chapter 32 Adding New Section 32.65 to the Village of Kirkland Municipal Code, creating a Tree Advisory Commission – President Block asked for a motion for the approval of Ordinance 2022-07 / An Ordinance Amending Title III, Chapter 32 adding new Section 32.65 to the Village Municipal Code, Creating a Tree Advisory Commission. Trustee Ziegler made a motion to approve Ordinance 2022-07/An Ordinance Amending Title III, Chapter 32 Adding New Section 32.65 to the Village of Kirkland Municipal Code, Creating a Tree Advisory Commission, with a 2nd made by Trustee Michener. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall, and Fruit voted yes. Motion carried.
 - d. Discussion/Approval of Village of Kirkland Water Tower Maintenance Program with Maguire Iron – President Block asked for a motion for the approval of Village of Kirkland Water Tower Maintenance agreement with Maguire Iron. President Block explained how the maintenance program works. Trustee Ziegler made a motion for the approval of Village of Kirkland Water Tower Maintenance Program with Maguire Iron waiving Competitive Bidding and pending legal review, with a 2nd made by Trustee Chamber. On a roll call vote Trustees Michener, Benes, Chambers, Marshall, Fruit, and Ziegler voted yes. Motion carried.
 - e. Discussion /Approval of 2022 Village of Kirkland Roadway and Storm Sewer Project Application for Payment #1 to Northern Illinois Service Co. – President Block asked for a motion for the approval to pay Northern Illinois Service Co Payment #1 in the amount of \$533,478.40 for the 2022 Village of Kirkland Road Project. Trustee Chambers made a motion for the approval to pay Northern Illinois Service Co Payment #1 in the amount of \$533,478.40, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Zeigler, and Michener voted yes. Motion carried.
 - f. Discussion of 2022/2023 Village of Kirkland Tax Levy – Village Treasure Bill Newkirk put together the 2022/2023 Village of Kirkland Tax Levy. This is just here for review, if nothing stands out, we will work with Bill to have it put in Ordinance form and pass it at the November 7, 2022 Board Meeting. If anyone has concern, please contact the Village President Ryan Block.
 - g. Discussion of Selection and Hiring Process for two (2) Full-time Police Officers – Chief Davenport would like to begin the process and put together a procedure for selecting and hiring two Full-time Police Officers. Will have a Police Committee Meeting and discuss what this is going to look like. Will present the proposal at the December 5, 2022 Board Meeting.
 - h. Discussion/Approval for Chief Davenport to attend Staff and Command Training in February 2023 – Chief Davenport would like to attend Staff and Command Training in February 2023 that is going to be given in Rockford. This is a 10-week training course for Chiefs and Sergeants. President Block asked for a motion for the approval for Chief Davenport to attend Staff and Command Training in February 2023. Trustee Ziegler made a motion to approve Chief Davenport to attend Staff and Command Training in February 2023, with a 2nd by Trustee Fruit. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers, and Marshall voted yes. Motion carried.
 - i. Discussion/Approval of Ammo Purchase for Department Qualifications and Firearms Training – President Block asked for a motion for the Approval of Ammo Purchase for Department Qualifications and Firearms Training. Trustee Ziegler made a motion to approve ammo purchase for department qualifications and firearm training in the amount of \$1800.00 plus shipping, with a 2nd by Trustee Michener. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall, and Fruit voted yes. Motion carried.

- j. Discussion/Approval of new Rifle for Kirkland Police Department – Currently the rifle that is used in Chief Davenport’s car is his personal rifle. Trustee Fruit asked if this would relieve him from using his personal equipment, which Chief indicated it would. For that reason alone, Trustee Fruit made a motion for the approval to purchase a new rifle for the Kirkland Police Department not to exceed \$1615.00, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Michener, Benes, Chambers, Marshall, Fruit, and Ziegler voted yes. Motion carried.
- X. Executive Session - At 7:59 P.M., President Blocked asked for a motion to adjourn to Executive Session for the purpose of Litigation [pursuant to 5ILCS 120/2(c)(11)]. Trustee Ziegler made a motion to adjourn to executive session for the purpose of Litigation [pursuant to 5ILCS 120/2(c)(11)], with a 2nd by Trustee Chambers. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Zeigler, and Michener voted yes. Motion carried.
- XI. Return to Regular Session - At 8:19 P.M., the Board returned from Executive Session. President Block asked for a roll call, members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit and Trustee Ziegler.
- XII. Adjournment – At 8:20 P.M., President Block asked for a Motion to Adjourn. Trustee Ziegler made a Motion to Adjourn, with a 2nd by Trustee Fruit. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, November 7, 2022, at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President

Village of Kirkland Public Works Report for September 2022

Task underway and completed

- Continued cleaning of the Public Works garage and property.
- Aerators In lagoon system were cleaned out of debris and greased.
- We added Sludge RX and “action packs” for the final treatment of the year.
- Numerous water meters replaced/ updated to radio reads.
- Removed stump grindings and replaced with dirt, fertilizer, and grass seed.
- Walking path was rolled and compacted with a vibratory roller (machine usage donated by employee Gary Nepperman).
- We had to re-nail the trim on the Public Works building that was put on in 2020 I believe from fuller Construction with long staples.
- Spray weeds at new Public Works lot.
- Spray weeds around town in cracks on roadways and sidewalks in downtown area.
- Spray weeds around lagoon system and current Public Works buildings.
- Continue marking “Julies” on a daily basis for the water dept.
- Repair new damaged culvert in alley on South 6th Street.
- Replaced driveway culvert at 212 North 6th Street and raised B-box to proper height.
- Purchased 6 new plastic barricades and lights.
- Purchased boards and shelf brackets for Police dept. and installed them in the garage.
- Spoke with Davey Tree Service/ Com Ed’s sub-contractor about trees in power lines on Pearl and on Main Street, never received a call back.
- Dragged alleys with the ford tractor to alleviate the potholes.
- Double check 302 S. 6th Street’s water meter for homeowner’s concern of high usage.
- Sunday Sept.11th I received calls from the DeKalb Co. Sheriff, Ryan Block, and Chris in regards to flooding at the Lutheran church during the 5 inch rain fall. The storm sewers were not completed at that time due to a gas line running through the area. The gas line has been rerouted to complete the South St. sewer system.
- Met with Ryan Block for a meeting with IDOT to find out that we will not have paving on Rt.72 through town until next spring and that it should be completed by June 24,2023.
- Water tower was inspected for painting and cleaning.
- Nicor’s gas service lines on South St. were shallower than expected, some were hit and repaired as the road project moved along.
- Washed and cleaned backhoe and new skid steer for the “touch a truck” event at Fall Fest.
- Clean up weeds and thistles at Behnke park.
- Placed “No Parking 2am-6am” sign at north end of 5th St. and railroad alley.
- Replaced burnt out streetlight bulb on Main St.



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



10.17.2022

Village Hall Village Board Meeting 7:00pm Monthly Police Report September 2022

The Kirkland Police Department handled thirty (30) reportable calls and ninety-two (92) reportable activities for the month of September 2022.

Mid-Month Activity for October we are currently at nine (9) reportable calls and (60) reportable activities

LPR's—License Plate Readers—meeting with a second company this past month—discuss takeaways—further discussion during Police Committee Meeting

Kirkland Police Department received a “Thank you” from Cortland PD for assistance with their parade on 10/9/22—Officer Nance assisted with the parade detail

Officer Maggio, Officer Nance, and Chief Davenport will be attending a Mental Health Training Intro into CIT—this will be their first training with NITAB as members so I will be guiding them through that so they can attend future trainings

School:

Chief Davenport is working closely with Superintendent Poynter on getting the safety recommendations implemented.

We have already had a ballistic film company come out to inspect and provide guidance, recommendations, and pricing on additional protective measures.

Active Shooter/Intruder drill to be conducted in November

Other:

SAFE-T Act Town Hall Meeting in Sycamore with Attorney Tom Devore 12-2pm Saturday 22nd at MVP's Sports Bar in Sycamore- (see flier)

Notes: