

**Village of Kirkland  
Kirkland, Illinois 60146  
Regular Board Meeting  
November 5, 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 Harvel and Trustee Wiegartz. Trustee Micele is absent.
- III. **Pledge of Allegiance** - President Block asked Trustee Ziegler 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 October 1, 2018. Trustee Wiegartz made a motion to approve the Regular Board Meeting Minutes from October 1, 2018 with a 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustees Ford, DeVlieger, Wiegartz and Ziegler voted yes. Trustee Harvel abstained and Trustees Micele is absent. Motion carried.
- VI. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$114,535.59. Trustee Wiegartz made a motion to approve the Warrant in the amount of \$114,535.59 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** - WIPFLI Auditing Firm was scheduled to be here to present the 2017/2018 Financial Audit but had to cancel at last minute. They will be in attendance to present the report at the December meeting.
- VIII. **Reports** -
  - A. **Police Report** - Chief Davenport reported that the Department had 74 reportable calls for the month of October. Chief Davenport would like to commend our youth as there was no criminal activity reported on Halloween. He did not see any pumpkins smashed on the streets either. Thanks again to our youth!
  - B. **Public Works** - The Public Works Department has been busy this month. They picked up the lift so they are going to get back on the street lights to get them done. The guys are working on getting the plow trucks and salt spreader ready for our first snow fall. We have started back on cutting trees down. We also have a problem with the beavers plugging up the creek and flooding the back yards of the homes on First Street. We went in and dug out 9 truckloads of brush and logs that were from the beaver dams on Pearl St. We also have dug them out at Bull Run and at Kirkwood. Also, the electrical rewiring project at Public Works is almost done.
  - C. **Kirkland Community Center** - Four committee members went to Belvidere and meet with the architect. They gave the architect their ideas of the community needs. Next month we hope to have a rendering of what the building will look like inside and out.
  - D. **Economic Development** - We will meet on November 19 for our next workshop out at the Fire Department.
  - E. **Committee Reports** -
    1. Police Committee - Nothing to report
    2. Ordinance Committee - Nothing to report

3. Finance Committee - Nothing to report
4. Water & Sewer Committee - Nothing to report
5. Streets & Alley Committee - Nothing to report
6. Park Committee - Absent

**IX. Scheduled Speaker - None**

**X. Unfinished Business -**

- A. Update on Mediacom Building Lease Ordinance Proposal – President Block sent back an update Lease Agreement about a month ago had has not heard anything from them.
- B. Discussion of Rules and Responsibilities of Outdoor Warning Siren Systems for the Village of Kirkland and Fairdale – Trustee DeVlieger and Chief Davenport had talked with other Villages and the County asking about who they had set off their Weather Warning Siren. Some have NOAA Weather Radio set them off, others have the 911 dispatch set theirs off and that is only when it is a Tornado Warning for this area. We will look into what way we want to go so then come Spring we can have that implemented.

**XI. New Business -**

- A. Approval of Ordinance 18-10, An Ordinance Levying and Assessing Taxes of the Village of Kirkland, DeKalb County, Illinois for the Fiscal Year starting May 1, 2018 and ending April 30, 2019 – President Block asked for a motion for the Approval of Ordinance 18-10, An Ordinance Levying and Assessing Taxes of the Village of Kirkland, DeKalb County, Illinois for the Fiscal Year starting May 1, 2018 and ending April 30, 2019. Trustee Ford made a motion to approve Ordinance 18-10, An Ordinance Levying and Assessing Taxes of the Village of Kirkland, DeKalb County, Illinois for the Fiscal Year starting May 1, 2018 and ending April 30, 2019 with a 2<sup>nd</sup> by Trustee Harvel. On a roll call vote Trustees Wiegartz, Ziegler, Ford and Harvel voted yes, Trustee DeVlieger voted no and Trustee Micele is absent. Motion carried.
- B. Update on Kirkland Sawmill/IDNR Permit Activities and Approval for Fehr-Graham to conduct Annual Floodplain Inspection for the Kirkland Sawmill – President Block asked for a motion to approve Fehr-Graham to conduct Annual Floodplain Inspection for the Kirkland Sawmill. President Block asked Attorney Brad Stewart to explain the legal side of this. Brad explained that after looking into this the concerns that Trustee Micele had brought a few months ago were valid. She thought there were some outstanding obligations that we had assumed, with prior issues with that property going back decades. The issue started after contacting the property owner about what we thought were current obstructions within the flood plain. That initiated a whole new process by which they had to seek the approval of the IDNR to make sure they are complying. They have met the requirements for IDNR, however the IDNR then came back to the Village and said it is the Village's responsibility to monitor this. The Village will need to conduct an Annual Inspection on the floodplain within the Village limits regarding Bull Run Creek. President Block also stated that they must have post set back 50 feet from the river bank on both sides and nothing can be stored inside the post. He also informed the Board that the Village can set our own requirements of what can be stored with in the floodplain. Fehr-Graham was asked to give a quote as to the cost of doing Annual Inspections on the floodplain within the Village limits. President Block stated that we would then give a floodplain storage permit. This would come with a fee so that the Village would not have to incur the whole cost for the inspection. The quote would be \$2000.00 per Annual Inspection. Trustee DeVlieger made a motion to approve Fehr-Graham to conduct Annual Floodplain Inspection for the Kirkland Sawmill 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.

- C. Approval for Fehr-Graham to complete the Grant Application for Illinois Safe Routes to School (SRTS) Program – President Block asked for a motion to approve Fehr-Graham to complete the Grant Application for Illinois Safe Routes to School (SRTS) Program in the amount of \$2500.00. Trustee DeVlieger made a motion to approve Fehr-Graham to complete the Grant Application for Illinois Safe Routes to School (SRTS) Program not to exceed \$2500.00 with a 2<sup>nd</sup> by Trustee Wiegartz. On a roll call vote Trustees Wiegartz, Ziegler, Ford, Harvel and DeVlieger voted yes, Trustee Micele is absent. Motion carried.
- D. Approval of Resolution 18-03, Resolution of Support of Project Application to the Illinois Department of Transportation for funding the 2018 Illinois Safe Routes to School (SRTS) Program – President Block asked for a motion for approval of Resolution 18-03, Resolution of Support of Project Application to the Illinois Department of Transportation for funding the 2018 Illinois Safe Routes to School (SRTS) Program. Trustee Ziegler made a to approve Resolution 18-03, Resolution of Support of Project Application to the Illinois Department of Transportation for funding the 2018 Illinois Safe Routes to School (SRTS) Program 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.
- E. Discussion of Solar Farms and Potential Amendments to Variances and Special Uses of the Zoning Ordinance – President Block turned this over to Attorney Brad Stewart to explain. Brad explained that last month we had been approached by someone wanting to put a solar farm on several acres within our Village limits. However, in our current Zoning Ordinance there is nothing for a Special Use Permit or a proper process that anyone can obtain for Solar Farm at the scale they are talking, meaning several acres. As well as the ordinance issues, there is very narrow scope for anyone obtaining a Variance for such a need. This ordinance will need to be amended and then go in front of the Planning and Zoning Board. They will then bring their recommendation to the Board. President Block will contact the Planning and Zoning Board to set up a time that the board can meet and go over their roles.
- F. Approval of payment to William Charles Construction Company for 2018 Kirkland Street Project – President Block asked for a motion to approve payment to William Charles Construction Company for 2018 Kirkland Street Project in the amount of \$204,737.74. Trustee Ziegler made a motion to approve payment to William Charles Construction Company for 2018 Kirkland Street Project in the amount of \$204,737.74 with a 2<sup>nd</sup> by Trustee Wiegartz. On a roll call vote Trustees Ziegler, Ford, Harvel and Wiegartz voted yes, Trustee DeVlieger voted no and Trustee Micele is absent. Motion carried.
- G. Approval of purchase of Public Works Trucks, including agreement on down payment amount and financing amount / terms – President Block asked for a motion to approve the purchase of Public Works Trucks, including agreement on down payment amount and financing amount / terms. President Block turned the floor over to Dale Miller. Dale explained the process that he has gone through to find trucks that are at the dealers and ready to go. He found a dump truck that was a demo and was ready to go, which will have a plow and salt spreader for \$66,447.00. The 2<sup>nd</sup> one he found a 2017 Chevy one-ton with a plow and service body for \$51,990.50. Working with Don Banks at Midland, he has offered the rate at 3.67% for 60-months. Trustee DeVlieger made a motion to approve the purchase of two Public Works Trucks, including agreement on down payment amount of \$40,000.00 and financing amount of \$78,437.50 for a 60-month term with interest not to exceed 3.67%. A 2<sup>nd</sup> was made by Trustee Ziegler. On a roll call vote Trustees Ford, Harvel, DeVlieger, Wiegartz and Ziegler voted yes. Trustee Micele is absent. Motion carried.
- H. Approval of Disbursement of 1994 Chevrolet Public Works Truck - President Block asked for a motion to approve the disbursement of the 1994 Chevrolet Public Works Truck by the sealed bid program. Trustee Ziegler made a motion to approve the disbursement of the 1994

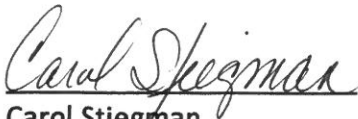
Chevrolet Public Works Truck by the sealed bid program with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustees Harvel, DeVliieger, Wiegartz, Ziegler and Ford voted yes. Trustee Micele is absent. Motion carried.

- I. Approval of Road Salt Purchase from MFT Funds thru DeKalb County Purchasing Agreement – President Block asked for a motion to approve the purchase of Road Salt from MFT Funds thru DeKalb County Purchasing Agreement in the amount of \$3750.00. Trustee Ford made the motion to approve the purchase of Road Salt from MFT Funds thru DeKalb County Purchasing Agreement not to exceed \$3750.00 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees DeVliieger, Wiegartz, Ziegler, Ford and Harvel voted yes. Trustee Micele is absent. Motion carried.
- J. Approval of Public Works Activities & Expenditures for November 2018 – President Block asked for a motion for the Approval of Public Works Activities & Expenditures for November 2018 in the amount of \$6100.00. Trustee DeVliieger made a motion for the Approval of Public Works Activities & Expenditures for November 2018 not to exceed \$6100.00 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Wiegartz, Ziegler, Ford, Harvel and DeVliieger voted yes, Trustee Micele is absent. Motion carried.
- K. Approval for Officer Saladino to attend Full-Time Officer Transition Course – President Block asked for a motion to approve Officer Saladino to attend Full-Time Transition Course. Trustee Ziegler made a motion to approve Officer Saladino to attend Full-Time Transition Course with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustees Wiegartz, Ziegler, Ford, Harvel and DeVliieger voted yes, Trustee Micele is absent. Motion carried.
- L. Approval for purchase of Too Good For Materials and Curriculum for 2018/2019 School Year – President Block asked for a motion to approve the purchase of Too Good For Materials and Curriculum for 2018/2019 School Year. Trustee Ford made a motion to approve the purchase of Too Good For Materials and Curriculum for 2018/2019 School Year with a 2<sup>nd</sup> by Trustee Wiegartz. On a roll call vote Trustees Ziegler, Ford, Harvel, Wiegartz and DeVliieger voted yes. Trustee Micele is absent. Motion carried.
- M. Discussion of Rural Development Community Facility Loans and Waste and Waste Disposal Loans and Grants – At RPC meeting, Trustee DeVliieger received two brochures from the USDA. The two documents were for Rural Development Community Facility Loans and Water and Waste Disposal Loans. These loans are for small towns that cannot get financing by other means. Trustee DeVliieger passed these on to the other board members.
- N. Update to Policy Prohibiting Sexual Harassment (Public Act 100-1033) – This is an act update in which the reporting changed from 100 days to 300 days.
- O. Approval for purchase and Installation of new carpet for Village Hall – No action at this time, will get a couple more quotes and bring this back to the board in the Spring.
- P. Approval for addition of Secured front entrance to Village Hall – No action at this time. Board would like to get more quotes and bring back in the future. We also need to talk to the B & F for the building requirements of Municipal or Commercial Buildings.
- Q. Discussion of 526 W. Main Street and TIF Reimbursement Request – President Block brought the Board up to date on the paperwork that was provided to the board for the payout for 526 W. Main TIF Reimbursement Request. President Block explained that this is a reimbursement program, therefore a canceled check showing this has been paid needs to be presented to the board before payout can be done. Along with the canceled check, there needs to be an itemized invoice showing what was billed in more detail.
- R. Approval to cancel Regular Board Meeting scheduled for Monday, December 3, 2018 and Monday, January 7, 2019 – President Block asked for a motion to approve the cancelation of the regular scheduled Board Meetings for Monday, December 3, 2018 and Monday, January 7, 2019 and hold the meetings on Monday, December 17, 2018 and Monday, January 21,

2019. Trustee Ziegler made a motion to approve the cancelation of the regular scheduled Board Meetings for Monday, December 3, 2018 and Monday, January 7, 2019 and hold the meetings on Monday, December 17, 2018 and Monday, January 21, 2019 with a 2<sup>nd</sup> by Trustee Wiegartz. On a roll call vote Trustees DeVlieger, Wiegartz, Ziegler, Ford and Harvel voted yes. Trustee Micele is absent. Motion Carried.

**XII. Adjournment** – At 8:39 P.M. President Block asked for a motion to adjourn the Board of Trustees Regular Meeting. Trustee Wiegartz made a motion to adjourn the Board of Trustees Regular Meeting with a 2<sup>nd</sup> by Trustee Ziegler. On a voice call vote meeting adjourned. Motion carried

**Next Board of Trustees Regular Meeting will be December 17, 2018 at 7:00 P.M.**



Carol Stiegman  
Village Clerk



Ryan Block  
Village President