

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, December 17, 2018**

OFFICIAL MINUTES

- I. **Call to Order.** Village President Block called the meeting to order at 7:00 pm. and asked for a roll call.
- II. **Roll call.** Members answering present as follows: Trustee Ziegler, Trustee Ford, & Trustee DeVlieger. Trustee Harvel, Trustee Wiegartz, & Trustee Micele are absent.
- III. **Pledge of Allegiance.** President Block asked for all to stand for 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 November 5, 2018. Trustee Ford made a motion to approve the Regular Board Meeting Minutes from November 5, 2018, 2nd by Trustee Ziegler. On a roll call vote Trustees Ford, DeVlieger and Ziegler voted yes. Trustee Harvel, Micele and Wiegartz are absent. Motion carried.
- VI. **Approval of Warrant -** President Block asked for a motion to approve the Warrant in the amount of \$117,415.07. Trustee Ziegler made a Motion to approve the Warrant in the amount of \$117,415.07, 2nd by Trustee DeVlieger. On a roll call vote Trustees, DeVlieger, Ziegler, Ford and President Block voted yes. Trustee Harvel, Wiegartz and Micele are absent. Motion carried.
- VII. **Financial Report -** President Block will try and have the report done by Friday or as schedule allows.
- VIII. **Reports-**
 - A. **Police Report -** Chief Davenport reported that the Department had 91 reportable calls for the month of November. Officer Saladino has completed the 80-hour course for transitioning from part-time to full-time status. Kirkland Police Christmas shopping has accumulated approximately \$1600.00 and has selected several area children to go shopping with the Kirkland Police. Kirkland Police would like to thank all of those who helped make this a reality and will be issuing a Thank You letter along with proper documentation for the charitable donation for tax purposes. We also received several books from the Kirkland Public Library to hand out to each child as well! Thanks! Christmas in Kirkland went smoothly from a police perspective. They had an extra officer on duty as well as Auxiliary Officer for crossing IL RT 72. New part-time Officer Zachary Alexander comes from Sheraton, IL and is already full-time certified, he is going through the field training.
 - B. **Public Works -** Dale Miller reported that they have receiver both new trucks and all is well with them. The flat roof at the WWTP is still leaking. Dale called Pinkston Tad to come back and repair it the best as they can. Pinkston Tad stated that the membrane roof was installed improperly years ago, it will need to have a complete tear off to fix the problem. Dale asked them to provide us an estimate; this is a project that needs to be completed and resolved regardless. Dale would also like to investigate roof trusses to replace the flat roof with a

pitched roof, so going forward this will no longer be a problem. The LED lighting has been installed on the perimeter of the WWTP building except the two damaged fixtures which the supplier has replaced.

Public Works employees are continuing to work on the wiring at Well 3 for the gas-to-liquid chlorine conversion. Light poles are finished with the LED conversion and extension cords for Christmas in Kirkland Street Light contest. We are still clearing brush on Pearl Street to assure that we are IDOT compliance for MUTCD visibility. Joe Caveny and Dale went and inspected a collapsed sewer manhole on Hortense and 3rd. This will need a complete manhole replaced and because it is the main line it will require bypass pumping during construction. Public Works placed barricades over the top of it to keep traffic away from it in hopes that it will hold up until it can be replaced in 2019-2020 budget year. Public Works has instituted a policy for mailbox program. This is for fair and equal treatment of all our Village residents should their mailbox be damaged by snowplowing, construction or ditch mowing operations. Our operators try hard to exercise caution around mailboxes and provide quality service. Our operators do not notify residents of a hit or broken mailbox, as many times they do not realize they have hit or damaged your mailbox. This could also be caused by the snow coming off the blade and striking the post or box. Many mailboxes in town do not meet the USPS standards and installation regulations and many of the mailboxes have settled over the years and are now leaning beyond the curb.

- C. **Kirkland Community Center** - Dan Chambers and committee members along with the architect presented plans for the multiple proposed phases of the Community Center. The desire of the committee would be to begin Phase 1 of the Community Center.
- D. **Planning & Zoning** - Planning & Zoning had their first kick-off meeting a couple of weeks ago. Attorney Brad Stewart gave them Planning and Zoning 101. The Commission will be looking at setting a Public Hearing for the sometime in January 2019. This public hearing will be to propose zoning text amendment to the Villages Zoning code and review a Solar Farm Special Use request.
- E. **Economic Development** - Mel is working with her team to get everything compiled from our last retreat, assigning delegates for each task. The Board should have the full Economic Development Study done by middle of January. President Block will ask that they come and present at the next board meeting if completed.

IX. **Committee Report-**

- A. **Police Committee** - Absent
- B. **Ordinance Committee** - Nothing to report
- C. **Finance Committee** - Absent
- D. **Water & Sewer Committee** - Will set up a meeting in near future
- E. **Streets & Alley Committee** - Will set up a meeting in near future
- F. **Park Committee** - Absent

X. **Scheduled Speaker** - None

XI. **Unfinished Business** - None

XII. **New Business** -

- A. WIPFLI presentation of 2017-2018 Annual Financial Report for Village of Kirkland/Approval of 2017-2018 Annual Financial Report for Village of Kirkland – Due to an illness the gentlemen from WIPFLI Auditing Firm will not be here tonight but they went ahead and sent the 2017/2018 Annual Financial Audit Report. President Block asked for a motion to approve the 2017/2018 Annual Financial Audit Report. Trustee Ziegler made a motion to approve the 2017/2018 Annual Financial Audit Report, 2nd by Trustee Ford. On a roll call vote Trustees DeVlieger, Ziegler, Ford and President Block voted yes. Trustee Micele, Wiegartz and Harvel are absent. Motion carried.
- B. Approval of Lease Agreement between Village of Kirkland and Mediacom Illinois LLC for Building Lease on Village's North Street property – President Block asked for a motion to approve the Lease Agreement between Village of Kirkland and Mediacom Illinois LLC for Building Lease on Village's North Street property. Trustee DeVlieger made a motion to approve the Lease Agreement between Village of Kirkland and Mediacom Illinois LLC for Building Lease on Village's North Street property, 2nd by Trustee Ziegler. On a roll call vote Trustees Ziegler, Ford, DeVlieger and President Block voted yes. Trustees Micele, Wiegartz and Harvel are absent. Motion carried.
- C. Approval of Mediacom to replace aged Cable Lines across Pearl Street Bridge – President Block asked for a motion to Approval of Mediacom to replace aged Cable Lines across Pearl Street Bridge. Trustee DeVlieger made a motion for approval of Mediacom to replace aged Cable Lines across Pearl Street Bridge, 2nd by Trustee Ziegler. On a roll call vote Trustees Ziegler, Ford, DeVlieger and President Block voted yes. Trustees Wiegartz, Harvel and Micele are absent. Motion carried.
- D. Discussion and Approval of Employee/Personnel Handbook for Village of Kirkland – Trustee DeVlieger asked if this approval could be deferred to January Board meeting due to the size of the material and that he did not get it all read. President Block asked for a motion to defer the approval of Employee/Personnel Handbook to January 21, 2019 Regular Board meeting. Trustee DeVlieger made a motion to defer the approval of Employee/Personnel Handbook to January 21, 2019 regular board meeting, 2nd by Trustee Ziegler. On a roll call vote Trustees Ford, DeVlieger, Ziegler and President Block voted yes. Trustees Harvel, Micele and Wiegartz are absent. Motion carried.
- E. Discussion of Waste Management Amendment and request for Price Increase – Waste Management have had some increase in operating expenses, largely in recycling. They wanted to increase the cost by \$1.05 per household per month. President Block expressed his concerns to this because we are under a contract with Waste Management that was signed in 2016 that locked us in for 5 years. President Block expressed that we need to honor those prices throughout the contract and not increase them. President Block reached out to Village Attorney Brad Stewart and Brad had sent a correspondent letter to Waste Management. Vaughn Kuerschner from Waste Management has not received the letter yet. An update will be provided at the January 2019 Board Meeting.
- F. Discussion of Metro West 2019 Legislative Breakfast at Wabaunsee Community College- President Block informed the Trustees that they are invited to attend the 2019 Legislative

Breakfast. However, it is unknown which legislators were scheduled to speak. If anyone would like to go need to let President Block know by the end of the year.

- G. 2019 TIF Request from Dallas Lawson for The Red Brick Inn – The Village received a letter of request from Dallas and Tina Lawson, the new owners of Red Brick Inn (old Blind Eye Blue Note), asking for some TIF funds for windows and doors for the building that were taken out and boarded up and blacktop for the back to make employee parking. President Block explained that they will need to bring a more detailed proposal with two or three different quotes to the next board meeting.
- H. Approval of Kirkland Community Center Phase 1 – This is the courtyard and the interior of the building. President Block asked for a motion for approval to move on with Phase 1 with the Kirkland Community Center. Trustee Ford made a motion to approve Phase 1 of the Kirkland Community Center, 2nd by Trustee Ziegler. Trustee DeVliieger asked if this could be deferred until next Village Board Meeting. He would like to have the whole board here. Trustee Ford wanted to state that she would challenge anyone as to what have we given back to the community from the TIF Funds. This is a blighted building that looks terrible when you drive into town. If we do this we will then at least have a building that we can sell, as it is now we could not give it away. Trustee DeVliieger was concerned if we put this money into the building and then for some reason we do not get grants or donations would we be able to get our money back. President Block said he knew that they just sold the bar for with all the work that needs to be done, and the way it is designed it could be sold as three different units. President Block asked for a roll call: Trustee Ford yes, Trustee Harvel absent, Trustee DeVliieger abstained, Trustee Micele absent, Trustee Wiegartz absent and Trustee Ziegler yes, President Block voted yes. Attorney Stewart stated that we need affirmative vote of the majority of the board, so the abstention does not count with the eyes. Motion denied. Trustee DeVliieger asked that this be brought back to the Board in January with hopes that more trustees are in attendance.
- I. Opening and Approval of Award of Sealed Bids for Kirkland Public Works Truck – The Village did not receive any Sealed Bids for the Kirkland Public Works Truck. We will put it back out there and lower the starting bid and have them opened at the January Board meeting.
- J. Approval of Public Works Activities & Expenditures for December 2018 – President Block asked for a motion for the Approval of Public Works Activities & Expenditures for December 2018 in the amount of \$6100.00. Trustee DeVliieger made a motion to approve expenditures for December 2018, 2nd by Trustee Ford. On a roll call vote Trustees DeVliieger, Ziegler, Ford and President Block voted yes, Trustees Micele, Wiegartz and Harvel are absent. Motion carried.
- K. Approval of TIF Reimbursement for 526 W. Main Street – President Block asked for a motion for Approval of TIF Reimbursement for 526 W. Main Street. Trustee Ford made a motion for the approval of TIF Reimbursement for 526 W. Main Street, 2nd by Trustee DeVliieger. On a roll call vote Trustees Ziegler, Ford, & DeVliieger voted yes. President Block voted no, Trustees Wiegartz, Harvel, & Micele are absent. Motion denied. Trustee Ford asked President Block what it was that he needed to see. President Block stated that Mr. Ronny Boyer's garage had not been repaired and his concerns are that we pay it out and Mr. Boyers garage never gets

repaired. Trustee Ford and Trustee DeVlieger felt that is a conversation that needs to be between the two of them.

President Block asked for a motion to reconsider the approval of TIF Reimbursement for 526 W. Main Street. Attorney Stewart stated now this is a motion to reconsider if this passes then there will be another vote for the approval of funds. Trustee Ford made a motion to reconsider the approval of TIF Reimbursement for 526 W. Main Street, 2nd by Trustee DeVlieger. On a roll call vote Trustees Ziegler, Ford and DeVlieger voted yes. President Block voted yes. Trustees Wiegartz, Harvel, and Micele are absent. Motion carried.

President Block asked for a motion for Approval of TIF Reimbursement for 526 W. Main Street. Trustee Ford made a motion for the approval of TIF Reimbursement for 526 W. Main Street, 2nd by Trustee DeVlieger. On a roll call vote Trustees Ziegler, Ford and DeVlieger voted yes. President Block voted yes. Trustees Wiegartz, Harvel and Micele are absent. Motion carried.

XIII. Executive Session - President Block asked for a motion to adjourn to executive session for the purpose of Litigation [pursuant to 5ILCS 120/2c(11)] and to review of past closed session meeting minutes for approval and release [pursuant to 5ILCS 120/2c(21)]. Trustee Ziegler made a motion to adjourn to executive session for the purpose of Litigation and to review of past closed session meeting minutes for approval and release, 2nd by Trustee Ford. On a roll call vote Trustees Ziegler, Ford and DeVlieger voted yes. Trustees Wiegartz, Harvel and Micele are absent. Motion carried.

XIV. Adjournment – At 8:49 P.M., December 17, 2018 the Board returned back to regular session. President Block asked for a roll call. Members answering present as follows: Trustee Ziegler, Trustee Ford and Trustee DeVlieger. Trustee Harvel, Trustee Wiegartz and Trustee Micele are absent.

President Block explained that in Executive Session we made a motion to approve the executive session meeting minutes from June 5, 2017 to February 5, 2018 with a 3-0 vote. We also made a motion to release the approved meeting minutes for August 7, 2017, September 5, 2017, December 18, 2017 and February 5, 2018 with 3-0 vote.


President Block asked for a motion to approve the destruction of audio recordings of past closed sessions that occurred more than 18 months ago. Trustee DeVlieger made a motion to approve the destruction of audio recordings of past closed sessions that occurred more than 18 months ago, 2nd by Trustee Ford. On a roll call vote Trustees Ziegler, Ford and DeVlieger voted yes. Trustees Wiegartz, Harvel and Micele are absent. Motion carried.

President Block asked for a motion to adjourn. Trustee Ziegler made a motion to adjourn, 2nd by Trustee DeVlieger. On a voice call vote meeting adjourned at 8:55 P.M. Motion carried.

Next Board of Trustees Regular Meeting will be Monday, January 21, 2019 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President