

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
May 1, 2017**

OFFICIAL MINUTES

- I. **Call to Order.** A motion was made by Harvel with a 2nd by Ziegler to appoint Trustee Ford as President Pro Tem. On a roll call vote Ford, Ziegler, McMurray, W., Micele, McMurray, D., and Harvel voted yes. Motion carried. President Pro Tem Ford called the meeting to order at 7:00 p.m. and asked for Roll Call.

- II. **Roll Call.** Members answering present as follows: Ford, Ziegler, McMurray, W., Harvel, Micele, McMurray, D. Also in attendance were Officer Miller, Officer Davenport, Interim Public Works Superintendent Dale Miller, Village Clerk Terri D'Amato and Village Treasurer Dave Jepson. The Pledge of Allegiance was then said.

- III. **Comments from Floor**
 - a. Joe Emerich – Expressed his appreciation to the exiting and current Board members for their service. Also wanted the Board to revisit the past proposed Golf Cart Ordinance 12-15.
 - b. Shannon Bellah-Lee – Read a thank-you on behalf of Les Bellah to the Village of Kirkland and Board Members
 - c. Terri D'Amato – Read a prepared letter covering the roles and responsibilities she has provided to the Village of Kirkland during her past 10+ years of service

- IV. **Approval of Minutes.** Minutes of General Board meeting held on April 3, 2017 were presented for approval. A motion was made by Ziegler with a 2nd by McMurray, D. to approve as read. On a roll call vote Ziegler, McMurray, W., Micele, McMurray, D., and Harvel voted yes, Motion carried.

- V. **Approval of Warrant.** The following Warrant for monthly expenditures was presented for authorization. A motion was made by Ford with a 2nd by McMurray, D. to authorize warrant excluding NITAB – DeKalb County Enforcement Association. On a roll call vote McMurray, W., McMurray, D., Ford, and Ziegler voted yes with Micele, Harvel voting no. Motion carried.

- VI. **Financial Report.** No Report prepared, Treasurer Jepson indicated that it would take approximately 6 weeks to have an April report, targeting mid-June for it to be ready.

- VII. **Reports**
 - a. **Police** – See Report dated May 1st. DeKalb County Community Foundation denied Grant for \$14,500 indicating request was too high. However, they did encourage the Kirkland Police Dept. to apply for next round of grants by September 1st, 2017.

- b. Public Works - See Report dated May 1st. Pearl St. project to begin the week of May 1st. Mosquito Sprayer next week or week of May 16th. Working on certifications for Public Works position. Also, both Dump Trucks currently down with issues. Three (3) Public Works employees also participated with the Kirkland Police in CPR Training provided by Kirkland Fire Department.
- c. Zoning – No Report
- d. Pioneer Park – No Report
- e. Economic Development – No Report
- f. TIF and Revolving Loan – No Report
- g. Committee Reports
 - i. Police Committee – See Meeting Minutes from Police Committee meeting dated April 9, 2017
 - ii. Ordinance Committee - No Report
 - iii. Finance Committee - See Meeting Minutes from Finance Committee dated April 10, 2017
 - iv. Water & Sewer Committee – No Report
 - v. Streets & Alley Committee – No Report
 - vi. Parks Committee – No Report

VIII. Unfinished Business

- a. Blake Oil IEPA Follow-up – Item moved to June 5th General Board Meeting to allow for review by new attorney and Village Board members.
- b. Control Burn of Well #3 Ditches – Board consensus was not to burn next to Kirkland Saw Mill due to insurance concerns. Board consensus was to approve burn by retention pond area.

IX. Recess (Adjourn Sine Die) – 7:24 p.m.

X. **Oath of Office** - Village President Block, Trustee Ford, Trustee DeVliieger and Trustee Ziegler stated their Oath of Office. Prior to Trustee Ziegler, Shannon Bellah-Lee made a Point of Order concerning owed debt by Ziegler. Ziegler provided a check to address the debt with the Village of Kirkland and proceeded with her Oath of Office.

XI. **Call to Order.** Village President Block called the meeting to order at 7:32 p.m. and asked for Roll Call.

XII. **Roll Call.** Members answering present as follows: Ford, Ziegler, DeVliieger, Micele, McMurray, D. and Harvel. Also in attendance were Officer Miller, Officer Davenport, Interim Public Works Superintendent Dale Miller, Village Clerk Terri D’Amato and Village Treasurer Dave Jepson.

XIII. Approval of Committees and Appointments

- a. Approval of Committees – Village President Block provided a list of the Village Committees for 2017/2018. A motion was made by Ziegler with a 2nd by DeVliieger to approve as read. On a roll call vote Ziegler, DeVliieger, Micele, McMurray, D., Harvel and Ford voted yes, Motion carried.

- b. Appointment of Village Attorney – President Block recommended the appointment of Brad Stewart from Zukowski, Rogers, Flood and McArdle as Village Attorney. A motion was made by Micele with a 2nd by Ziegler to approve Brad Stewart as Village Attorney. On a roll call vote DeVlieger, Micele, McMurray, D., Harvel, Ford and Ziegler voted yes, Motion carried.
 - c. Appointment of Chief of Police – President Block postponed the appointment of Police Chief until June 5, 2017 Board Meeting. A motion was made by McMurray, D. with a 2nd by Ziegler to postpone the appointment of Police Chief until June 5, 2017. On a roll call vote Micele, McMurray, D., Harvel, Ford, Ziegler and DeVlieger voted yes, Motion carried.
 - d. Appointment of Supt. of Public Works – President Block postponed the appointment of Supt. of Public Works until after Executive Session.
 - e. Appointment of Village Treasurer – President Block recommended the appointment of Bill Newkirk, Newkirk and Associates, as Village Treasurer effective June 5, 2017. A motion was made by Harvel with a 2nd by Ziegler to approve Bill Newkirk as Village Treasurer. On a roll call vote McMurray, D., Harvel, Ford, Ziegler, DeVlieger and Micele voted yes, Motion carried.
 - f. Appointment of Village Auditor – President Block postponed the appointment of Village Auditor until June 5, 2017 Board Meeting. A motion was made by DeVlieger with a 2nd by Harvel to postpone the appointment of Village Auditor until June 5, 2017. On a roll call vote Harvel, Ford, Ziegler, DeVlieger, Micele and McMurray, D. voted yes, Motion carried.
 - g. Appointment of Zoning Administrator – President Block recommended the appointment of B & F Construction Code Services as Zoning Administrator. A motion was made by Harvel with a 2nd by Ziegler to approve B & F Construction Code Services as Zoning Administrator. On a roll call vote Ford, Ziegler, DeVlieger, Micele, McMurray, D., and Harvel voted yes, Motion carried.
 - h. Appointment of Village Clerk – President Block postponed the appointment of Village Clerk until June 5, 2017 Board Meeting. A motion was made by Ziegler with a 2nd by Ford to postpone the appointment of Village Clerk until June 5, 2017. On a roll call vote Ziegler, DeVlieger, Micele, McMurray, D., Harvel and Ford voted yes, Motion carried.
- XIV. Approval of Meeting Dates – A motion was made by Harvel with a 2nd by Ziegler to approve the meeting dates for Village Board Meetings for 2017-2018 as presented. On a roll call vote DeVlieger, Michele, McMurray, D., Harvel, Ford and Ziegler voted yes, Motion carried.
- XV. New Business
- a. Ordinance 2017-01 / Authorizing Aggregation of Electrical Load – Shawn Ajazi from Progressive Energy provided an update to the board on the proposed agreement between Com-Ed and Progressive Energy. A motion was made by McMurray, D. with a 2nd by Ford to approve Ordinance 2017-01 / Authorizing Aggregation of Electrical Load. On a roll call vote Micele, McMurray, D., Harvel, Ford, Ziegler and DeVlieger voted yes, Motion Carried.
 - b. Auditor Contract with WIPFLI for Fiscal Year Ended April 30, 2017 – President Block explained that we would like to consult with our new Village Treasurer on the Village’s auditing services prior to signing a contract. A motion was made by Ford with a 2nd by Ziegler to table the Auditor Contract with WIPFLI. On a roll call vote McMurray, D., Harvel, Ford, Ziegler, DeVlieger and Micele voted yes, Motion carried.

- c. Downtown TIF Sidewalk Proposal Acceptance
- d. Emergency Dialer and SCADA Panel for 4th Street Lift Station
- e. WWTP Emergency Backup Generator-Service and Switch Gear Replacement by Rush Power
- f. Seal Coating and Crack Filling as part of the 2017 Kirkland Street Project
 - i. Item c. had two proposals received from Kuberski Concrete for 1077.75 sq. ft. of work with pre-payment due after 1st half of work done for total of \$17,869 and another from R-T Ericson Builders for various concrete work for a total of \$16,826. Trustees raised questions on the variation of 4" to 6" concrete work from R-T Ericson's quote which Dale Miller will clarify. Copies of each quote will be distributed to the trustees and Village President. Items d thru f will be discussed with the new Streets and Alley committee and brought back to the board for update. A motion was made by Ford with a 2nd by Micele to postpone items c. thru f. until the June 5, 2017 Board meeting. On a roll call vote Harvel, Ford, Ziegler, DeVlieger, Micele and McMurray, D. voted yes, Motion carried
- g. Hickory Ridge Subdivision – Village Attorney Stewart indicated that he has reached out to former Attorney Puma but received nothing to report. A motion was made by Ziegler with a 2nd by DeVlieger to table discussion on Hickory Ridge until the June 5, 2017 Board meeting. On a roll call vote Ford, Ziegler, DeVlieger, Micele, McMurray, D., and Harvel voted yes, Motion carried.
- h. Discussion Regarding Trustee Compensation – Village Attorney Stewart explained that no changes can be made to compensation 180 days prior to an election. However, a waiver can be created, signed and filed with the Village Clerk that enables a trustee to forego their compensation if they choose.

XVI. **Comments from Floor**

- a. Guy Sparrow asked questions about the posting timeframe for meeting minutes from the Village of Kirkland Board meetings. Feedback was provided that approved Meeting Minutes are posted within 48 hours of the meeting in which they were approved.
- b. Paul Naugle asked if the Board could review the Mediacom property currently located on Village property and if rental charges could be applied

XVII. **Executive Session** – A motion was made at 7:55 p.m. by McMurray, D. with a 2nd by Ziegler to enter Executive Session for the purpose of Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees, pursuant to 5 ILCS 120/2(c)(1). On a roll call vote Ziegler, DeVlieger, Micele, McMurray, D., Harvel and Ford voted yes, Motion carried.

XVIII. **Return to Regular Session** – A motion was made by DeVlieger with a 2nd by Ford to return to Regular Session. On a voice vote all trustees voted yea, returned to Regular Session at 8:25 p.m.

XIX. **Action Items from Executive Session**

- a. Employment/Appointment of Supt. of Public Works – President Block recommended the postponement of the Appointment of the Supt. of Public Works until the June 5, 2017 Board Meeting. A motion was made by McMurray, D. with a 2nd by DeVlieger to postpone the appointment of the Supt. of Public Works until June 5, 2017. On a roll call

vote Ziegler, DeVlieger, Micele, McMurray, D., Harvel and Ford voted yes, Motion carried.

- b. Employment/Appointment of Village Clerk – President Block recommended to not renew the appointment of the Village Clerk, keep the seat vacant temporarily and terminate the employment of Terri D’Amato. A motion was made by Ziegler with a 2nd by Micele to not renew the appointment of the Village Clerk, keep the seat vacant temporarily and terminate the employment of Terri D’Amato. On a roll call vote DeVlieger, Micele, McMurray, D., Harvel, Ford and Ziegler voted yes, Motion carried
- c. Approval of Resignation/Separation Agreement of Chief of Police – President Block recommended approval of the resignation/separation of the current Chief of Police. A motion was made by Ford with a 2nd by Ziegler to approve the resignation/separation agreement from the Chief of Police. On a roll call vote Micele, McMurray, D., Harvel, Ford, Ziegler and DeVlieger voted yes, Motion carried.

XX. Second Meeting of the Month – There will be a Regular Board Meeting on May 15, 2017

XXI. Adjournment – A motion was made by McMurray, D. with a 2nd by DeVlieger to adjourn the meeting. Upon a voice vote all trustees voted yea, Meeting was adjourned at 8:35 p.m..

ATTEST:

Wanda McMurray
Acting Clerk

Ryan Block
Village President