

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Meeting  
Monday, July 8, 2019**

**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 Boettger, Trustee Ford, Trustee Chambers, Trustee DeVlieger, Trustee Fruit and Trustee Ziegler
- III. **Pledge of Allegiance** - President Block led us in the Pledge of Allegiance.
- IV. **Comments from the Audience** – Dawn Darling, Tammy Hamrick and Mindy Quigley would like to talk about trees. They have some concerns with removal of trees in the Village Parkways. The ladies asked the Board to reconsider the no planting in the parkway policy. Would like to have the Board look at the information that was given and they asked to be placed on the agenda for the next board meeting.
- V. **Approval of Minutes** - President Block asked for a motion to approve Regular Board Meeting Minutes for Monday June 3, 2019 and the Water and Sewer, Streets, Alley and Park Committee Meeting Minutes that were held on July 2, 2019. Trustee DeVlieger made a motion to approve the Regular Board Meetings Minutes for Monday June 3, 2019, and the Water and Sewer, Streets, Alley and Park Committee Meeting Minutes that were held on July 2, 2019 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Ford, Chambers, DeVlieger, Fruit, Ziegler and Boettger voted yes. Motion carried.
- VI. **Approval of Warrant** - President Block asked for a motion to approve the Warrant in the amount of \$117024.85. Trustee DeVlieger made a motion to approve the Warrant in the amount of \$117024.85 with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Chambers, DeVlieger, Fruit, Ziegler, Boettger and Ford voted yes. Motion carried.
- VII. **Reports-**
  - a. **Financial Report** – Will try and have the First Quarter Financial Report for the next meeting.
  - b. **Police Report** - Chief Davenport reported that the Department had 153 reportable calls for the month of June 2019. The 4<sup>th</sup> of July overall feedback is that things went well, had a few arrests, multiple domestics, some disorderly conducts and parking warning/citations. They also had one Lost Child, that was returned to her family in a timely manner. Traffic control after the firework's appeared to be good and we had no car accidents. Cemetery was well supervised and there appeared to be no trespassing this year. Overall costs were up due to multiple day events requiring full staff. We received assistance by multiple agencies that was much appreciated, Chief will be sending out Thank You letters. Our Auxiliary Officers raised \$76.00 to put towards their uniform/equipment. There was some feedback regarding homeowners blocking off their property line to prevent parking, Dale and Myself had received some complaints questioning why some can do that. Due to the time frame of when the complaints came in and talking with Dale we had decided that we would not do anything this year. Next year we will be putting out a special service announcement letting our residents know that is not allowed. If they want to rope off on their side of the sidewalk, they may do so, but they cannot stop cars from parking on the street in front or on the side of their property. Officer Owen and Officer Clark will be conducting an in-house Power Test this weekend prior to the State Test.
  - c. **Public Works** – Public Works department has been working on various projects throughout the month of June and into July. These projects are in addition to their daily regular duties. Crews have been working on tree removal and trimming low branches in the older part of town and the summer help has been trimming low hanging branches at Pioneer Park. This will allow our mowing personnel to mow closer to

plantings and trees without injury to themselves. As time allows, we will continue trimming low branches that obstruct motorist's vision with hopes to have this completed before school resumes. Public Works has also been working on cold patching on 1<sup>st</sup> St (Pearl St.) and Hortense Dr (east end between 1<sup>st</sup> and 3<sup>rd</sup>). Those streets will be seal coated on Tuesday, July 9<sup>th</sup> depending on weather and scheduling. Public Works personnel have also been busy patching potholes, thin spots and sunken spots throughout the Hickory Ridge Subdivision. We are trying to fill some of the large areas dished out by the Waste Management trucks, but we are seeing large areas of base failure beginning to appear. We will begin cold patching large areas of the alleys in Colonial Estates that backs up to our new retention pond in the next few weeks. Again, the garbage trucks have severely rutted the corners and against the homeowners' garages. The Board may want to look at having the homeowners in Colonial Estates place their cans out on the streets rather than the alleys. To continue to allow the heavy garbage trucks to use the alleys will only continue to destroy them.

Water and Wastewater have repaired the chlorine equipment; we have had numerous pumps break down during the holidays in both the Water and Wastewater department. Most of the problems were due to constant power outages and fluctuations. Joe Caveny and his summer help have been working on uploading information for the GIS water and Wastewater mapping for DeKalb County Information Offices. Now that the 4<sup>th</sup> is over we will get back on the water meter replacement project.

- d. Kirkland Community Center – The Committee had a meeting with the Architect last Tuesday and went over all the plans. On July 9<sup>th</sup> the bid packet will be ready to go out. There is a Pre-Bid meeting planned at Village Hall at 2:00 P.M. on Tuesday, July 16, 2019. On Thursday, July 25, 2019 there will be a Bid Opening at 2:00 P.M. at Village Hall. The YMCA from Sycamore reached out to the Committee and are interested in holding some classes at the new Community Center upon completion.
- e. Planning & Zoning – No update
- f. Committee Report-
  - 1. Police Committee – They had a meeting and several of the items that were in discussed are up for consideration tonight. Jessica will provide Meeting Minutes.
  - 2. Ordinance Committee - Nothing
  - 3. Finance Committee - Will have a meeting at 6:00 P.M. before the board meeting every month.
  - 4. Water & Sewer - Received Meeting Minutes, nothing new scheduled
  - 5. Streets & Alley & Parks Committee – Received Meeting Minutes, nothing new scheduled
  - 6. Economic Development Committee – Had a meeting on June 14, 2019 and have Meeting Minutes on file.
  - 7. DeKalb County Regional Planning Commission – Trustee DeVlieger went to the Regional Planning Commission meeting for DeKalb County. They indicated that Com Ed would be changing all their light poles to LED with expected completion of all poles in the next 4 years. DeKalb County passed the 2015 Building Codes and urged municipalities to adopt these changes in local ordinance as well.

VIII. Guest Speaker – None

IX. Unfinished Business – None


X. New Business –

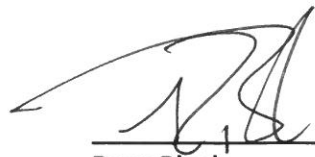
- a. Bull Run Creek Project Update - President Block turned this over to Jeff (Fehr-Graham) and Dale. Jeff gave an update on this project; he stated that the final completion will be mid-August. Dale stated that it really helped that we found places to dump the extra dirt and saved the Village and William Charles from having excessive costs.
- b. Approval of Pay Application #1 for Bull Run Creek Project for a total of \$157,643 through IEPA Loan #L17-5562 - President Block asked for a motion for approval of Payment Application # 1 for the Bull Run Creek Project for a total of \$157,643.00 to be paid through IEPA Loan #L17-5562. Trustee Ziegler made a motion for approval of Payment Application # 1 for the Bull Run Creek Project for a total of \$157,643.00

- to be paid through IEPA Loan #L17-5562 with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Boettger, Ford, Chambers, DeVlieger, Fruit and Ziegler voted yes. Motion carried.
- c. Approval of 2019 Kirkland Street Project Base Bid Contract to TAT Enterprises for a total of \$127,448 - President Block asked for a motion for approval of 2019 Street Project Base Bid Contract to TAT Enterprises for a total of \$127,448. Trustee DeVlieger made a motion for the approval of 2019 Street Project Base Bid Contract to TAT Enterprises for a total of \$127,448 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Chambers, DeVlieger, Fruit, Ziegler, Boettger and Ford voted yes. Motion carried.
  - d. Discussion of Variance Requests for Commercial/ Residential Buildings within Business District - President Block explained that we have three Commercial/Residential Buildings within the Business District that would like to go in front of the Planning and Zoning Board for a Property Variance. Attorney Brad Stewart explained that the ordinance reads when the property is sold they would need to return the first floor back into Commercial Use only. The issue is that after the Ordinance was passed in 2009, this was never enforced by the Village and now is creating issues with building owners. President Block will send out an email to the Planning and Zoning Committee and get a meeting set up.
  - e. Approval of TIF Reimbursement for the Kirkland Family Restaurant for Window Replacement - President Block explained that when the request had come in from the Kirkland Family Restaurant it was for windows and a door. However, they just did the upstairs windows and no lower front windows or front door. Trustee Chambers asked if he had been told that we only would approve the front windows. President Block believed that he explained that to him. Trustee Fruit made a motion for the approval of TIF Reimbursement for the Kirkland Family Restaurant for Window Replacement in the amount of \$2310.00 with a remainder of the budgeted amount of \$2390.00 for the front two picture windows and front door if he would like to do them. There was a 2<sup>nd</sup> by Trustee Boettger. On a roll call vote Trustees Fruit, Ziegler, Boettger, Ford and Chambers voted yes with Trustee DeVlieger voting no. Motion carried.
  - f. Approval of Sanitary Manhole Refurbishment and Relining - President Block turned this over to Superintendent Dale Miller. Dale explained that we have a collapse manhole on Hortense and after looking into others in the older part of town for some reason back in the day they used red house bricks. Over the years the red bricks had deteriorated and need to be replaced. President Block asked for a motion for the approval of five Sanitary Manhole Refurbishment and Relining in the amount of \$18,255.00. Trustee Ford made a motion for the approval of five Sanitary Manhole Refurbishment and Relining in the amount of \$18,255.00 with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Ziegler, Boettger, Ford, Chambers, DeVlieger and Fruit voted yes. Motion carried.
  - g. Discussion of Fehr-Graham Preliminary Report on WWTP Lagoon and plan to handle Inorganic Loading of WWTP - Dale explained that Fehr-Graham came in and did a sludge reading on the waste ponds, which is where they go out and judge the sludge depth of our ponds and send in the bacteria for testing. The results of the bacteria tests will tell Fehr-Graham and the Village how the health of our ponds stands. He explained what is going on and what needs to be done to fix the problem, including getting the aerators back to running in each pond and rotating them as recommended.
  - h. Approval of purchase of Enzymes for WWTP Treatment Lagoons - President Block asked for a motion for approval to purchase Enzymes for the WWTP Treatment Lagoons. Trustee DeVlieger made a motion for approval to purchase Enzymes for the WWTP Treatment Lagoons in the amount of \$4140.00 with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Ford, Chambers, DeVlieger, Fruit, Ziegler and Boettger voted yes. Motion carried.
  - i. Approval of Sealcoating and Fog Coating of Pearl Street and Hortense via DeKalb County program and with utilization of MFT and TIF Funds - President Block asked for a motion to defer the Fog Coating until August 2019 meeting. Trustee DeVlieger made a motion to defer the Fog Coating until the August 2019 meeting with a 2<sup>nd</sup> by Trustee Chambers. On a roll call vote Trustees Chambers, DeVlieger, Fruit, Ziegler, Boettger and Ford voted yes. Motion carried.
  - j. Approval of Purchase of Trash Receptacles for Business District. - President Block asked for a motion for approval of Purchase of Eight Trash Receptacles for the Business District. Trustee DeVlieger made a motion for the approval to purchase eight trash Receptacles for the Business District in the amount of \$4960.00 with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees DeVlieger, Fruit, Ziegler, Boettger, Ford, and Chambers voted yes. Motion carried.

- k. Approval of Kirkland Police Department Vehicle Fleet Purchase – Chief Davenport and Officer Saladino explained to the board how the Ford Credit Municipal Lease/Purchase Financing worked and at the end of the 4 years you can buy the car for \$1.00. Trustee Ford made a motion for the approval of Kirkland Police Department Vehicle Fleet Purchase in the amount of \$79,000.00 over 4 years for 2 vehicles with a 2<sup>nd</sup> by Trustee Boettger. On a roll call vote Trustees Fruit, Ziegler, Boettger, Ford, Chambers and DeVliieger voted yes. Motion carried.
  - l. Approval of Kirkland Police Department Ammunition Purchase for Training and Qualification – President Block asked for a motion for approval of Kirkland Police Department Ammunition Purchase for Training and Qualification. Trustee Boettger made a motion for the approval of Kirkland Police Department Ammunition purchase for training and qualification not to exceed \$2300.00 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Ziegler, Boettger, Ford, Chambers, DeVliieger and Fruit voted yes. Motion carried.
  - m. Approval of Purchase of Bullet Proof Vest for Part-time Officers – President Block asked for a motion for Approval of Purchase of Bullet Proof Vest for Part-time Officers. Trustee Ziegler made a motion for the approval to purchase Bullet Proof Vest not to exceed \$5850.00 with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Boettger, Ford, Chambers, DeVliieger, Fruit and Ziegler voted yes. Motion carried.
  - n. Approval of Resignation of Trustee Boettger - President Block asked for a motion to approve the resignation of Trustee Boettger effective at the end of this meeting. Trustee DeVliieger made a motion to approve the resignation of Trustee Boettger effective at the end of this meeting with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Ford, Chambers, DeVliieger, Fruit, and Ziegler voted yes, Trustee Boettger abstained. Motion carried.
  - o. Approval of Appointment of Vacant Trustee Position – President Block asked for a motion for the Approval of Appointment for the Vacant Trustee Position. President Block stated that he did not receive any letters of interest. President Block did reach out to Brandon Wiegartz and he indicated that he would be interested in coming back on until May 2021. Trustee Ziegler made a motion for the approval of Brandon Wiegartz to fill the vacant Trustee Position with a 2<sup>nd</sup> by Trustee DeVliieger. On a roll call vote Trustee Chambers voted no with Trustees DeVliieger, Fruit, Ziegler and Ford voting yes. Motion carried.
- XI. **Adjournment** – At 8:54 P.M., President Block asked for a motion to adjourn. Trustee DeVliieger made a motion to adjourn with a 2<sup>nd</sup> by Trustee Fruit. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, August 5, 2019 at 7:00 P.M.

  
Carol Stiegman  
Village Clerk

  
Ryan Block  
Village President