

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Meeting  
August 7, 2017**

**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 Ford, Trustee Ziegler, Trustee DeVlieger, Trustee Wiegartz and Trustee Harvel. Trustee Micele is absent. Also in attendance were Chief Davenport, Interim Public Works Superintendent Dale Miller and Village Attorney Brad Stewart.
  
  - III. **Pledge of Allegiance-** Village President Block asked Trustee Harvel to lead us in the Pledge of Allegiance.
  
  - IV. **Comments From Floor-**
    1. Paul Naugle has some concerns with the stop sign that was placed at Hortense & 1<sup>st</sup> St. when he worked for the Village. He would like the Official Meeting Minutes to be corrected that he was not in favor of this being done without a traffic study.
  
    2. Linda Fett thanked Dale & Chris for the hard work saving the Library when water was coming in.
  
    3. Bob Fleury handed out some documents for all of the Trustees. He asked that the board read over the packet and they will see all the corruption that is going on all over the State of Illinois.
  
  - IV. **Approval of Minutes.** Minutes of General Board meeting held on July 10, 2017 were presented for approval. A motion was made by Trustee DeVlieger and 2<sup>nd</sup> by Trustee Ziegler to approve as read. On a roll call vote Trustees Wiegartz, Ford, Ziegler, DeVlieger, voted yes. Trustee Harvel abstained and Trustee Micele was absent. Motion carried.
  
  - V. **Approval of Warrant.** A warrant was presented to the trustees along with a copy of the bills to be paid pending approval. Trustee Ziegler made the motion to approve the warrant excluding the Visa bill until all receipts are present, 2<sup>nd</sup> by Trustee Ford. Trustee DeVlieger asked when the Blake Leasing stopped and President Block said that it goes on for two more years thru the duration of the TIF. On a roll call vote Trustees DeVlieger, Wiegartz, Harvel, Ford & Ziegler voted yes. Trustee Micele was absent. Motion carried.
- Approval for the Amendment to July 10 Warrant.** Village President Block asked for a motion to approve the amendment to the July 10 Warrant. Trustee Ziegler made a motion to approve the amended July 10 Warrant with a 2<sup>nd</sup> by Trustee DeVlieger. Trustee asked what the issue was and response was because the Employee's Insurance invoice was wrong and I receive the corrected one just before I cut the checks so I went in and changed the dollar amount. On roll

call vote Trustee Wiegartz, Trustee Ford, Trustee Ziegler & Trustee DeVlieger voted yes. Trustee Harvel abstained and Trustee Micele was absent. Motion carried.

**VI. Financial Report.** Update 2016-2017 financial report, talked with Bill Newkirk and he stated that in talking with Dave Jepson he never gave the financial statement until after the Audit was completed. The Auditors will be here Sept 11<sup>th</sup> & 12<sup>th</sup> and once they are done Bill will put the report together and get it in the paper.

**VII. Reports**

a. Police. Chief Davenport provided the proposal on the two Ford Explorers. He is looking for approval to purchase pending an inspection on the two squads. Trustee Ziegler asked Chief Davenport what he feels it would cost to outfit the two new Squads. He thinks somewhere around \$2500.00 per squad. Chief Davenport feels that he will be well with in what was budgeted. Chief Davenport gave his Activity Reports for July stating that activity was up for the month, 127 reportable calls for the month. This could be because of the 4<sup>th</sup> of July and that we are in the summer months.

b. Public Works. Interim Public Works Superintendent Dale Miller wanted to thank President Block for putting a message on the Village of Kirkland web page and Facebook page asking resident to run their sump pump hoses out to the storm sewers. He stated that once the word got out they could see water table at the sewer plant to go down within a few hours.

c. Zoning – No Report.

d. Pioneer Park – No Report

e. Economic Development – No Report

f. Committee Reports

1) Police Committee – No Report.

2) Ordinance Committee – No Report.

3) Finance Committee – Trustee Harvel reported they had a meeting this past Wednesday, August 2<sup>nd</sup> to review the bills.

4) Water & Sewer Committee – Trustee Wiegartz reported that he had a meeting earlier this month. Trustee Wiegartz talked about the vehicles that are going to be needed in the near future and that six out of the 11 aerators are finally working.

5) Streets & Alleys Committee – Trustee DeVlieger reported that he had the meeting with Water & Sewer Committee. We had worked with Fehr-Graham and had the bid opening for the Kirkland Road Project on Friday, August 4<sup>th</sup> and we will talk about that later in the meeting. There was discussion on a new zero-turn mower and a new tractor that is going to be needed within a year or two.

6) Parks – No Report.

**VIII. Scheduled Speakers-** David Engelbrecht is interested in what way the Village is looking to go relative to Economic Development. This is in accordance of his building on Main Street and its future direction. Dave is waiting on the report to come back to find out how much it will cost to fix up his building or if he will have to go the other way and have the building removed. Trustee DeVlieger stated that we would like to see the building be put to good use. We would like to build responsible and do things responsible for the residents.

IX. Unfinished Business- None

X. New Business

a. Approval to Authorize the Village President to execute the Intergovernmental Cooperation Contract with the Illinois Municipal League Risk Management Association, labeled RMA7/2017. Village President Block asked for a motion to approve the Village President to execute the Intergovernmental Cooperation Contract with the Illinois Municipal League Risk Management Association, labeled RMA7/2017. Trustee DeVlieger made a motion to approve the Village President to execute the Intergovernmental Cooperation Contract with the Illinois Municipal League Risk Management Association, labeled RMA7/2017 and 2<sup>nd</sup> by Trustee Harvel. President Block went on to explain that this is our insurance on all of the equipment, buildings, assets, etc. within the Village. He gave these documents to Dale and Adam to have them go over and make sure everything was covered. After going over this with Dale we found that we had quite a bit of stuff was not on covered. President Block reached out to Blaine from IML and he was willing to come out and go on a walk through to make sure we do get everything covered. The intent is to have the review and when it's done we can sign and get it sent in. On a roll call Trustee Harvel, Ford, Ziegler, DeVlieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

b. Public Works Training Discussion- Setting the Right Rates for Your Water System at City of McHenry Public Works and Public Works Course at the IML in Chicago, IL. Setting the Right Rates for your Water System is a no cost work shop at the City of McHenry Public Works on Sept 29, 2017. Dale has expressed interest in going, not sure if any Trustees would be available to attend. President Block is planning on attending and asked if anyone had any objections to Dale going. Also at the IML conference there is Public Works Courses in case any Trustees are wanting to attend.

c. Approval of the 2017-2018 Village of Kirkland Holiday Schedule. Village President Block asked for a motion to approve the 2017-2018 Kirkland Holiday Schedule. Trustee Ziegler made a motion to approve the 2017-2018 Village of Kirkland Holiday Schedule with a 2<sup>nd</sup> by Trustee Harvel. On a roll call vote Trustee Ziegler, DeVlieger, Wiegartz, Harvel and Ford voted yes. Trustee Micele was absent. Motion carried.

d. Letter of Appreciation from the Village of Algonquin and the Kirkland Lions Club. President Block received a couple of letters of appreciation, the first one from the Village of Algonquin. Dale had asked the Village President if he could send two of his part-time employees to the Village of Algonquin to help with the flood waters. The Village of Algonquin thanked us for our support during their time of need. The second letter was from the Kirkland Lions Club thanking everyone for their efforts a successful 4<sup>th</sup> of July festival and week.

e. Kirkland Lions Club Hearing /Diabetes Bus- Wednesday ,October 25, in front of North Pines. The Kirkland Lions Club will have a Hearing /Diabetes Bus here on October 25, 2017 at 10:00 am in front of North Pines. If anyone is interested in getting there hearing and diabetes checked they are welcome to walk in.

f. Approval of Ordinance No. 2017-09 for Intergovernmental Agreement between the Village of Kirkland and the City of Genoa Administrative Adjudication. Village President Block asked for a motion to approve Ordinance No. 2017-09 for Intergovernmental Agreement between the Village of Kirkland and the City of Genoa for Administrative Adjudication. Trustee Ford made a motion to approve Ordinance No. 2017-09 to enter into an Intergovernmental Agreement between the Village of Kirkland and the City of Genoa Administrative Adjudication with a 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustee Wiegartz, Harvel, Ford, Ziegler, and DeVlieger voted yes. Trustee Micele was absent. Motion carried.

g. Approval of Ordinance No. 2017-10/ An Ordinance Amending Title VII, Section 71.01 Regarding Parking Recreational Vehicles on Unimproved Surfaces. Village President Block asked for a motion to approve Ordinance No. 2017-10 / Ordinance Amending Title VII, Section 71.01 Regarding Parking Recreational Vehicles on Unimproved Surfaces. Trustee DeVlieger made a motion to approve Ordinance No. 2017-10 / An Ordinance Amending Title VII, Section 71.01 Regarding Parking Recreational Vehicles on Unimproved Surfaces with a 2<sup>nd</sup> by Trustee Ford. The change from the old Ordinance is to include pop-up campers, motor homes, water craft trailers, etc. After much discussion President Block asked for a roll call with Trustee Wiegartz, Harvel, Ford, Ziegler and DeVlieger voting yes. Trustee Micele was absent. Motion carried.

h. DeKalb County Regional Planning Meeting Update. Trustee DeVlieger attended the DeKalb County Regional Planning Meeting and gave a update of what was discussed at the meeting on July 27, 2017. He gave everyone on the board a copy of notes that he received. Next meeting is scheduled for Sept 28, 2017 and President Block will attend in Trustee DeVlieger's absence.

i. DeKalb County Community Foundation: Community Economic Development Grant Update. Village President Block attended a meeting on July 27, 2017 with Dan and Anita at their office in Sycamore. The Village of Kirkland is going to look at working with Diana Robinson at NIU to get on Economic Study. President Block will work with Anita to fill out a grant for Economic Development Grant. This will most likely take place next year, early 2018. They also have a Community Needs Grant, President Block will work with Anita to apply for this Community Needs Grant.

j. Approval for TIF Funds for Roof Replacement on West Shelter House in Kirkland Park-Franklin Township Park is requesting \$5664.61 in TIF funds to cover the cash shortage was created when replacing the roof on the West Shelter. Village President Block asked for a motion to table the request for TIF funds for the roof on the West Shelter in the amount of \$5664.61 until Sept. meeting. Trustee Ziegler made the motion to table the Request from the Franklin Township Park for replacing the roof on the West Shelter until the Sept. meeting. 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustee Wiegarts, Harvel, Ford, Ziegler and DeVlieger Voted yes. Trustee Micele was absent.

k. Approval of TIF Funds for Exterior Painting on 525 Main St.. Village President Block is removing himself from this item. Village President Block asked for a motion to appoint Trustee Ford as President Pro Temp. Trustee DeVlieger made the motion to make Trustee Ford President Pro Temp with a 2<sup>nd</sup> by Trustee Harvel. On a roll call vote Trustee Harvel, Ford, Ziegler DeVlieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

Trustee Ford President Pro Temp requested a motion to approve expenditures from TIF for Exterior Painting on 525 Main St. Trustee DeVliieger made the motion to approve expenditures from TIF for Exterior Painting on 525 Main St, 2<sup>nd</sup> by Trustee Ford. Trustee DeVliieger asked what the price was and what was going to be painted, it was the entire exterior for approximately \$2900.00. The Trustees question business owner what this was going to cover. Business owner stated that it was everything painting and power wash the whole building. Trustee Wiegartz asked that the business owner get another bid. Business owner stated that she is having problem getting them to call her back. Trustee Wiegartz was going to give her a couple names after the meeting. Trustee Harvel mad a motion to table this to the September meeting so they can see another bid, a 2<sup>nd</sup> was made by Ford. On a roll call vote Trustee Harvel, Ford, Ziegler DeVliieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

l. Approval for Water Tap Upgrade for 501 Main St. Village President Block asked for an approval for Water Tap Upgrade for 501 Main St. Village President Block asked Dale Miller to give an update on this and the issues is the water main is too small for the use of the restaurant and apartments. Trustee DeVliieger asked why this was not caught at the time of the zoning change. Trustee DeVliieger made a motion to table this for a future agenda with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustee Harvel, Ford, Ziegler DeVliieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

m. Approval for Fire Hydrant Extension and Replacement at Park St and Prospect (Hiawatha School) Village President Block asked for Approval for Fire Hydrant Extension and Replacement at Park St and Prospect (Hiawatha School). This is a fire hydrant that sits at the end of Prospect St. The hydrant is currently a nonworking hydrant and if there is a fire it is one that would be nice to have working. The cost of \$14000.00 would come out of there TIF funds. Trustee Ziegler made a motion to approve the Fire Hydrant Extension and Replacement at Park St and Prospect not to exceed \$14000.00 with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustee Harvel, Ford, Ziegler DeVliieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

n. Approval of Vendor for Village of Kirkland Paving Project and Completion of work to approved roads. Village President Block turned the floor over to Fehr-Graham. Fehr-Graham informed the Village that they had a bid opening on Friday. The low bid for this project was Martin Company, there bid came in at \$273,000. We had budget from TIF for the downtown area \$286,000 and another \$116,000 for Hiawatha Dr. to come out of MFT. Village President Block asked for a motion for approval of vendor for Village of Kirkland Paving Project and Completion of work to approved roads. Trustee Ford made a motion to approve the Vendor for Village of Kirkland Paving Project and Completion of work to approved roads with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustee Harvel, Ford, Ziegler DeVliieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

o. Approval of Public Works Expenditures per August Proposal report. Village President Block asked for a motion to approve the Public Works Expenditures per August Proposal report. Trustee DeVliieger made a motion to approve the Public Works Expenditures per August Proposal report with a 2<sup>nd</sup> by Trustee Wiegartz. On a roll call vote Trustee Harvel, Ford, Ziegler DeVliieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

p. Approval of Purchase of Kirkland Police Squad Cars from Chicago Motors for replacement of Squad 101 and 102. Village President Block asked for a motion to approve the Purchase of Kirkland Police Squad Cars from Chicago Motors for replacement of Squads to be determined. Trustee Ziegler made the motion to approve of Purchase of Kirkland Police Squad Cars from Chicago Motors for replacement of squads to be determined not to exceed \$40,000 with a 2<sup>nd</sup> by Trustee Ford. On a roll call vote Trustee Harvel, Ford, Ziegler DeVlieger and Wiegartz voted yes. Trustee Micele was absent. Motion carried.

q. Building Inspection update on 518 W. Main St, 526 W Main St and 204 W Main St.- Village President Block informed the board as to how and why these inspections took place. The Village of Kirkland received complaints from the DeKalb County Health Department and Village Residents regarding these properties. David Engelbrecht received a letter and had some concerns as to the black mold and bats flying in and out of the building. He states that he was unaware of any of this. Village Attorney Brad Stewart explained the Boards intent on this building. Dave Engelbrecht asked the board as to what were the long term goals and where the Village is going with this. Trustee Ziegler explained that we want business; we need taxing bodies and we want revenue coming into our Village.

r. At Cyber/ Evergent Systems Lease Contract Discussion. Still a work in progress we are still working with our Attorney on this.

s. IDNR Permit Update for Bull Run Creek- We received a permit from IDNR, which is only one of many permits. Trustee Ford asked why it took so long to get this permit. Fehr-Graham stated that the IDNR is greatly under staffed. Trustee DeVlieger asked if we know what plan they gave us a permit for. Fehr-Graham explained what plan it is they approved. Further communication and information will be shared in the future as the Village becomes aware of additional permits.

**XI. Executive Session-**

- 1.) Litigation [pursuant to 5ILCS 120/2(c)(11)]
- 2.) Setting of a price for sale or lease of property owned by public body [pursuant to 5 ILCS 120/2(c)(6)]

Village President Block asked for a motion to go into Executive Session for the purpose of Litigation. Trustee Ziegler made the motion at 8:52 P.M. to go into Executive Session for the purpose of Litigation. Trustee Ford 2<sup>nd</sup> the motion. On a roll call vote Trustees DeVlieger, Harvel, Wiegartz, Ford and Ziegler voted yes, Trustee Micele absent. Motion carried.

The Board took a five minute break and reconvened at 9:00 P.M in Executive Session.

**XII. Return to Regular Session-**

The Board returned to Regular Session at 9.33 P.M. Village President Block asked for a roll call with Trustee Micele as absent and Trustees Ford, Ziegler, DeVlieger, Harvel and Wiegartz present.

**XIII. Action from Executive Session:**

Authorize Village President to Approve Real Estate Contract for 419 Main St. - Village President Block asked for a motion to approve to authorize the Village President to Approve Real Estate Contract for 419 Main St. Trustee Ford made a motion to authorize the Village President to Approve Real Estate Contract for 419 Main St. with a 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustees DeVlieger, Harvel, Wiegartz, Ford and Ziegler voted yes, Trustee Micele absent. Motion carried.

**XIV. Adjournment-**

Village President Block asked for a motion to adjourn the meeting at 9:40 P.M. Trustee Ziegler made the motion for adjournment with a 2<sup>nd</sup> by Trustee DeVlieger. Upon a voice vote all trustees voted yea, meeting was adjourned at 9:40 P.M.

NEXT BOARD MEETING Tuesday, September 5, 2017 AT 7:00 PM

ATTEST:

  
\_\_\_\_\_  
Carol Stiegman  
Village Clerk

  
\_\_\_\_\_  
Ryan Block  
Village President