

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, March 7, 2022**

OFFICIAL MINUTES

- I. **Call to Order** – President Block called the Board of Trustee Regular meeting to order at 7:00 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall and Trustee Ziegler. Trustee Fruit is absent.
- III. **Pledge of Allegiance** – President Block led us in the Pledge of Allegiance.
- IV. **Comments from the Audience** – Erica Dyson, 106 South Street, expressed to the Board that she had a water pipe break and is looking at a large bill. Ms. Dyson would like to know if the Village offers any help with something like this. The Board addressed their resolution for assisting with this issue.
- V. **Approval of Minutes** – President Block asked for a motion for the approval of the PEID Public Hearing Meeting Minutes and General Board Meeting Minutes for Monday, February 7, 2022. Trustee Chambers made a motion to approve the Monday, February 7, 2022 PEID Public Hearing Meeting Minutes and the Regular Board Meeting Minutes, with a 2nd by Trustee Ziegler. Trustee Michener found a spelling error under Unfinished Business, Line Item 9 says “load” it should be “loan”. Trustee Chambers approved General Board Meeting Minutes as amended, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Benes, Chambers, Marshall, Ziegler and Michener voted yes. Trustee Fruit is absent. Motion carried.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$88,467.18. Trustee Ziegler made a motion to approve the Warrant in the amount of \$88,467.18, with a 2nd by Trustee Chambers. On a roll call vote Trustees Chambers, Marshall, Ziegler, Michener and Benes voted yes. Trustee Fruit is absent. Motion carried.
- VII. **Guest Speaker** – None
- VIII. **Reports** -
 - a. **Police Report** – Chief Davenport gave his February 2022 Police Report - please see attached.
 - b. **Public Works** – Superintendent Dale Miller did not give a report because he has been absent. Public Works employee Jim Stark gave a short update on Public Works.
 - c. **Committee Report** - Nothing to report from Committees
- IX. **Unfinished Business** – None
- X. **New Business** –
 - a. **Discussion / Approval of Ordinance 2022-01 - An Ordinance Initiating the Submission of a Public Question to the Voters of the Village of Kirkland to Authorize the Village President and Board of Trustees to Impose a 1% Non-Home Rule Municipal Retailers Occupation Tax and a**

1% Non-Home Rule Municipal Retailers Occupations on Municipal Operations, Expenditures on Public Infrastructure, or Property Tax Relief – President Block explained that this is the question that will be put on the ballot for the voters. Trustee Ziegler made a motion for the approve of Ordinance 2022-01 - An Ordinance Initiating the Submission of a Public Question to the Voters of the Village of Kirkland to Authorize the Village President and Board of Trustees to Impose a 1% Non-Home Rule Municipal Retailers Occupation Tax and a 1% Non-Home Rule Municipal Retailers Occupations on Municipal Operations, Expenditures on Public Infrastructure, or Property Tax Relief, with a 2nd by Trustee Michener. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, and Marshall voted yes. Trustee Fruit is absent. Motion carried.

- b. Discussion/Approval to order new Kirkland Police Department Citation Books – Chief Davenport is requesting to order 500 Ordinance Citation Books. Trustee Ziegler made a motion to approve ordering new Kirkland Police Department Citation Books not to exceed \$625.00, with a 2nd by Trustee Marshall. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, and Marshall voted yes. Trustee Fruit is absent. Motion carried.
- c. Discussion/Approval to order “Too Good For” Shirts for Hiawatha School Police Program – Chief Davenport requesting to order “Too Good For” Shirts for the Hiawatha class. These t-shirts are designed by the students that are in the class. Trustee Ziegler made a motion for the approval to order “Too Good For” Shirts for Hiawatha School Police Program not to exceed \$800.00, with a 2nd by Trustee Michener. On a roll call vote Trustees Michener, Benes, Chambers, Marshall, and Ziegler voted yes. Trustee Fruit is absent. Motion carried.
- d. Discussion/Approval of Sponsorship for Kirkland Rec League for 2022 Season – President Block asked for the approval of Sponsorship for Kirkland Rec League for 2022 Season. Trustee Michener made a motion for the approval \$250.00 to go towards Sponsorship for Kirkland Rec League for 2022 Season, with a 2nd by Trustee Marshall. On a roll call vote Trustees Benes, Chambers, Marshall, Ziegler, and Michener voted yes. Trustee Fruit is absent. Motion carried.
- e. Discussion of Village of Kirkland Parking Ordinances for Snowfall and Business District Tenants/Employees – President Block explained that at adjudication there was an individual that stated that he did not have a driveway, he does have an alley but there is no place to park off the alley. Chief Davenport explained that they do not give tickets for parking in your grass during a snowfall. Attorney Stewart is going to send out letters to those that do not have driveways. President Block also brought up the on-street parking for employees and or renters on Main Street and 5th Street Parking. President Block will put together a letter to send out to the businesses requesting they ask their Employees to park behind their businesses and or on Railroad Alley. Trustee Benes asked about who takes care of the road stripping on 5th Street by Resource Bank. President Block stated that they are waiting for a dry day and Public Works will go and remove the stripes that are there and put up no parking between signs. President Block also stated that Resource Bank is going to take care of repainting the fire hydrant that is out there. That hydrant is only for flushing and should not be red, Resource is going to paint it blue or yellow.
- f. Discussion/Approval of Expenditures for Kirkland Public Works for March 2022 – President Block asked for a motion for the approval of Expenditures for Kirkland Public Works for March 2022. Trustee Ziegler made a motion for the Expenditures for Kirkland Public Works for March 2022 not to exceed \$6300.00, with a 2nd by Trustee Chambers. On a roll call vote Trustees Marshall, Ziegler, Michener, Benes, and Chambers voted yes. Trustee Fruit is absent. Motion carried.

- g. Discussion of Village of Kirkland Fiscal Year 2022/2023 Budget Update and Timeline - President Block gave an overview on where we are with the 2022/2023 Budget. He had a meeting with Dale and Jim and went over Streets and MFT. Water and Sewer is pretty much a wash, what we bill out is what their budget is. Trustee Ziegler asked how we currently split the printing and postage of the machines. I just split it up between the departments. She asked if there was a way that we could set up the copy machine and the postage machine with department codes so that we could then charge the departments correctly. Carol will call Konica Minolta and Quadiant to find out if this can be done.
- h. Discussion/Approval to cancel April 4, 2022 Regular Board Meeting and hold Committee-of-the-Whole on the 4th of April – President Block thoughts are to cancel April 4, 2022 Regular Board Meeting and hold a committee-of-the-whole meeting for the Trustees and Department Heads to go over the final budget process. This will allow time for the 2022 Street Project Bids to come back in. Then have the Regular Board Meeting on April 18, 2022 where we can pass the 2022/2023 Budget and award the 2022 Street Project. President Block asked for a motion to cancel April 4, 2022 Regular Board Meeting. Trustee Chambers made a motion to cancel April 4, 2022 Regular Board Meeting, with a 2nd by Trustee Ziegler. On a roll call vote Trustee Ziegler, Michener, Benes, Chambers, and Marshall. Trustee Fruit is absent. Motion Carried.

XI. **Adjournment** – At 8:10 P.M., President Block asked for a motion to adjourn. Trustee Ziegler made a motion to adjourn with a 2nd by Trustee Chambers. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, April 18, 2022 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President