

**Village of Kirkland  
Board of Trustees Regular Meeting  
Kirkland, Illinois 60146  
Monday, May 4, 2026**

**OFFICIAL MINUTES**

- I. **Call to Order** – President Block called the Board of Trustee Regular Meeting to order at 7:01 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Marshall, Trustee Fruit, and Trustee Chambers. Trustee Ziegler was absent. Also, in attendance were: Public Work Supervisor James Stark, Police Chief Adam Davenport, Village Attorney Matthew Walter and Village Clerk, Leslie Scidmore.
- III. **Pledge of Allegiance** – President Block led the Board of Trustees in the Pledge of Allegiance.
- IV. **Comments from the Audience** –
  - a. Linda Fett stated that last year a large donation was given to the Kirkland Public Library, therefore her and the prior library director got permission to use the funds to put up 3 “Little Free Libraries” on Village property in Beneke Park, the Country Meadows neighborhood and the Hickory Ridge neighborhood. The libraries are 2 foot wide 18 inches high with a door placed on top of a 4-foot pole. They will be stocked inside with unused books from the Kirkland Public Library. She partnered with the Kirkland Lions Club to have the libraries built. Now they are ready to be installed, therefore Linda was asking if this was a task that the Public Works department would be able to perform. President Block and the Kirkland Lions Club will be installing the libraries.
  - b. Linda Fett also shared that the Friends of the Library will be hosting a fundraiser on Thursday, May 28<sup>th</sup> from 5-8pm at the Franklin Township Park. They will be serving pulled pork sandwiches, and have a live band. Contact her or the Kirkland Public Library for ticket purchases.
  - c. Jean Bauer, Board President of the Kirkland Public Library, asked the Village board if they had reviewed the library’s proposal that the Village would retain the building, while the Library Board would continue to pay for all repairs inside and outside of the building. They would also pay for the cost of the building insurance. Jean stated that they already passed their budget for the Fiscal year 2026-2027, and didn’t budget for any payment of utilities bills. It was agreed by Jean and the board to prepare a Short Term (IGA) Intergovernmental Agreement that the library board will assume all financial obligations, with the exception of the utilities, and revisit the topic of purchasing the library again in December 2026 or January 2027 so they library board can include it in their next fiscal year budget.
  - d. Jean Bauer also mentioned that she had a cement guy look at the walkway between the library building and the McMurray building. There are several issues noted: No gutters, top is rotten and there is a blockage at the end of the cement patio. The cement guy suggested installing a trough that would need to be adhered to both buildings, therefore Jean plans to speak with the McMurray’s to ask for permission to do the installation.
  - e. Peter Bramm with the Franklin Township Park, said that they had gotten a water bill for usage

from Oct – Nov 2025, and then had the B-Box turned off on November 26<sup>th</sup>. When they received their Dec – Feb 2026 water bill which had 1,000 gallons of usage on the bill. He is concerned that there is a leak even though the B-Box was turned off and was not turned back on until this Spring. It was agreed that Public Works would run some additional tests to uncover the issue.

- V. **Approval of Minutes** – President Block asked for a motion for the approval of Regular Meeting Minutes for Monday, April 6, 2026. Trustee Fruit made a motion to approve the Regular Meeting Minutes for Monday, April 6, 2026, with a 2<sup>nd</sup> by Trustee Marshall. On a voice call vote all in favor. Motion carried. Trustee Ziegler was absent.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$208,603.60. Trustee Marshall made a motion to approve the Warrant for \$208,603.60, 2<sup>nd</sup> by Trustee Michener. On a roll call vote Trustees Marshall, Fruit, Chambers, Michener and Benes voted yes. Motion carried. Trustee Ziegler was absent.
- VII. **Guest Speaker** – None
- VIII. **Reports** –
  - a. **Police Report** – Chief Davenport gave his report for April 2026 activity, please see attached.
  - b. **Public Works** – Jim Stark gave his report for April 2026 activity, please see attached report.
  - c. **Committee Reports** –
    - 1. Police Committee – Trustee Michener gave an update on their April 20, 2026 meeting at the Police Station. He said that Chief Davenport gave a tour of the new training area. There was discussion of the cost of printer ink usage and the cost saving to lease a printer/scanner/copier for the police station. It was mentioned that a rotation schedule should be set up for updating laptops and computers for the entire Village and that the Village Clerk would follow up with Mike Ryan, the Village IT Specialist. Village Clerk Scidmore said she did speak with Mike about it and he would schedule a time to come out to the Village to gather information on all the computers. Michener said they also discussed the budget.
    - 2. Water, Sewer, Streets, Alleys & Parks Committee – Trustee Benes said they met on April 16, 2026 to discuss the budget.
    - 3. Tree Committee - Trustee Benes said that Josh Dodge at Hiawatha School purchased 475 free sapling trees to give away to the public. There are plenty of trees to give away to those who do not live inside the Village limits. They are available at the Hiawatha School Greenhouse. Benes would like to see some of these saplings in some of the Village parkways, and to have residents foster them. Trustee Benes said the Arbor Day celebration was successful and they planted four trees, and there were more people in attendance. St Aubin nursery closed so the committee will be looking for a new plant nursery to work with in the future. The next meeting will be Tuesday, May 12, 2026.
    - 4. DeKalb County Regional Planning Commission – No updates
- IX. **Unfinished Business** – None
- X. **New Business** –

- a. Discuss IDOT Invoice #127326 for Pearl Street Bridge – President Block mentioned that after conversation with Steve Chery at IDOT, it was suggested that the Village do a Resolution With Intent, which means the Village will need to apply for a 3 year loan in the amount of \$225,000 in order to pay Invoice #127326 which totals \$366,871.61. This will also allow the Village to pay the loan payments with future incoming MFT funds for the next 3 years. The remaining balance of Invoice #127326, would be paid out of the MFT funds we currently have in the MFT bank account. Village Clerk Scidmore shared with the board what she learned at the IDOT Local Public Agency Project Implementation Training on MFT Funds. There was discussion on what MFT funds can be used on in the future. Upon other discussion questions, Trustee Fruit inquired about getting a bond. Attorney Walters, mentioned that there would be an initial higher cost associated with the process of getting a bond, but that after getting a bond the Village cash flow would increase. He stated that a bond for a couple million dollars, will decrease the Village savings in the short term. And that there are other options that would cost less, but ultimately, we need to discuss engaging a bank for bond council, although to engage bond council there will be an initial direct cost. Village Clerk Scidmore will discuss getting a loan with Resource Bank to pay the IDOT Invoice #127326.
- b. Discussion / Approval of Closure of North Street from 6<sup>th</sup> St to Byers on Sunday, May 24<sup>th</sup>, 2026 – President Block asked for a motion to approve the Closure of North Street from 6<sup>th</sup> St to Byers on Sunday, May 24<sup>th</sup>, 2026. Trustee Chambers made a motion to approve the Closure of North Street from 6<sup>th</sup> St to Byers on Sunday, May 24<sup>th</sup>, 2026, 2<sup>nd</sup> by Trustee Benes. On a voice call vote all in favor. Motion carried. Trustee Ziegler was absent.
- c. Discussion of (IGA) Intergovernmental Agreement for Sale of Library – President Block mentioned that this was already discussed with Jean Bauer, Board President of the Kirkland Public Library during the Comments from the Audience session of the meeting. He reiterated that the insurance amount for the library building will be provided to Jean. Block said that should all parties agree, the IGA would extend to April 30, 2027, with the understanding that all the expenses would be the responsibility of the library board and the Village of Kirkland would retain ownership of the building and utility bills. At the end of April 30, 2027 we will revisit the sale of the library building to the library board.
- d. Discussion / Approval of Resolution 2026-01, to Include Compensation Paid Under an IRC Section 125 Plan –Block asked for the approval of Resolution 2026-01, to Include Compensation Paid Under an IRC Section 125 Plan. Trustee Fruit made a motion to approve Resolution 2026-01, to Include Compensation Paid Under an IRC Section 125 Plan, 2<sup>nd</sup> by Trustee Chambers. On a voice call vote all in favor. Motioned carried. Trustee Ziegler was absent.
- e. Discussion / Approval of Resolution 2026-02, to Include Cash Payments in Lieu of or Related to Health Insurance as IMRF Earnings –Block asked for the approval of Resolution 2026-02, to Include Cash Payments in Lieu of or Related to Health Insurance as IMRF Earnings. Trustee Fruit made a motion to approve Resolution 2026-02, to Include Cash Payments in Lieu of or Related to Health Insurance as IMRF Earnings, 2<sup>nd</sup> by Trustee Michener. On a voice call vote all in favor. Motioned carried. Trustee Ziegler was absent.
- f. Discussion / Approval of Resolution 2026-03, to Include Taxable Allowances as IMRF Earnings Enterable – Block asked for the approval of Resolution 2026-03, to Include Taxable Allowances as IMRF Earnings Enterable. Trustee Fruit made a motion to approve Resolution 2026-03, to Include Taxable Allowances as IMRF Earnings Enterable, 2<sup>nd</sup> by Trustee Michener. On a voice call vote all in favor. Motioned carried. Trustee Ziegler was absent.

- g. Discussion / Approval of Email Hosted Exchange Environment from Intermedia to a version of Microsoft – President Block shared that he spoke with Mike Ryan, Village IT technician, who explained that this is a more secure, robust and cheaper cloud option, through a government community cloud. The cloud service stays in the United States and the employees are US citizens who have been subject to background checks. Trustee Fruit asked about the cost. Village Clerk Scidmore shared that Intermedia would do the migration at no cost, but would want a one-year contract. President Block asked for a motion for the approval of Email Hosted Exchange Environment from Intermedia to a version of Microsoft. Trustee Chambers made a motion to approve the Email Hosted Exchange Environment from Intermedia to a version of Microsoft, 2<sup>nd</sup> by Michener. On a voice call vote all in favor. Motion carried. Trustee Ziegler was absent.
- h. Discussion of New Utility Bill Fee Structure Communication Letter and Methods – The board reviewed and discussed the copy of the New Utility Bill Fee Structure Communication Letter and gave recommendations to Village Clerk Scidmore for modified changes to the letter and when to mail the letter to residents.
- i. Discussion / Approval of New Copier/Scanner/Fax/Printer for Police Station – President Block asked for a motion for the approval of a New Copier/Scanner/Fax/Printer for the Police Station. Trustee Chambers made a motion for the approval of a new Copier/Scanner/Fax/Printer for Police Station, with a 2<sup>nd</sup> by Trustee Fruit. On a roll call vote Trustees Chambers, Michener, Benes, Marshall and Fruit voted yes. Motion carried. Trustee Ziegler was absent.
- j. Discussion of Traffic Control Device at N 5<sup>th</sup> & Railroad St (Yield signage, Painted line) – Police Chief Davenport expresses his concerns for no traffic control device at the intersection of N 5<sup>th</sup> St & Railroad St. There was open discussion on various types of traffic control measures that could be implemented. Attorney Walters said that he would prepare an Ordinance in order to implement a traffic control device for traffic safety measures.
- k. Discussion / Approval of Townwide Recycle Dumpster on VOK property by Steve Hienson – Public Works Supervisor Stark shared that Steve Hienson wanted to know if the Village would host a Recycle Dumpster on VOK property. After discussion the board stated they were not interested in hosting a Recycle Dumpster on VOK property.
- l. Discussion / Approval of Tires for Public Works 2022 Ford F350 – President Block asked for a motion for the approval of tires for Public Works 2022 Ford F350 in the amount of \$1,230.00. Trustee Fruit made a motion to approve the purchase of tires for Public Works 2022 Ford F350 to not exceed \$1,230.00, 2<sup>nd</sup> by Benes. On a roll call vote Trustees Marshall, Fruit, Chambers, Michener and Benes voted yes. Motion carried. Trustee Ziegler was absent.
- m. Discussion / Approval of Head Wall at Prospect & 6<sup>th</sup> St – There was discussion regarding the quote from R-T Erickson Builders to remove and replace the retaining wall around a culvert at the corner of Prospect and 6<sup>th</sup> St. Various other suggestions were brought to the table, but President Block recommended Public Works extend the pipe two feet, the take rip rap back to the corner. It was decided to implement President Blocks recommendation.
- n. Discussion / Approval of Mowing Route 72 on behalf of the State of IL and Purchase of Road Signs – Public Works Supervisor Stark mentioned that the Village Insurance Inspector stopped by and inquired about the Village mowing along Route 72 on behalf of the State of IL. He stated that for safety purposes, Public Works needs to have mowing ahead signs on both sides of the state highway when someone is mowing, and another employee in a truck behind the mower with their lights flashing. There was discussion on the cost of the signs

and other methods to get mower out to Hickory Ridge without mowing along the edge of the state highway. President Block said he would talk with David about making some signs for the Village for free.

- o. Discussion / Approval of Fyr-Fyter, Inc annual Fire Extinguisher Servicing at the 3 Department locations – Public Works Supervisor Stark said the Village Insurance Inspector also mentioned that all the Village fire extinguisher's need to be certified annually. President Block asked Village Clerk to obtain two additional quotes to be discussed at a future meeting.
- p. Discussion of Reconnection Fee for After Hours or Weekends for Public Work employees – The board discussed whether or not Public Works employees should be reconnecting water after hours for those who had their water turned off due to an unpaid bill. It was decided that Village Attorney Walters would prepare an Ordinance for the next board meeting in order to implement an Emergency Call Out After Hours Fee of \$200 for anyone who does not pay their reconnection fee by the 3pm deadline on a business day, but still request a Public Works employee to come out after hours to turn on their water. Once the ordinance is passed the Village Clerk will update the back page of the Utility Bill and the Village website.
- q. Discussion / Approval of Tree Removal of Parkway Trees at 409 S 5<sup>th</sup> St and at 313 4<sup>th</sup> St. – Public Works Supervisor Stark said the resident at 409 S 5<sup>th</sup> has complained about two parkway trees rubbing on her house and wants them trimmed or preferably cut down. Stark mentioned the trees have damaged the sidewalks. Stark mentioned he received a \$1,000 quoted price to remove both the trees. Stark said that the two trees at 313 4<sup>th</sup> St were inspected by a member of the Tree Commission who said the trees are not worth saving. The trees are very large and in the power lines. The board agreed that ComEd should be contacted again regarding the trees at 313 4<sup>th</sup> St. President Block said he will contact Nicolas Escobar, the External Affairs Manager with ComEd to see if they can remove the trees. Trustee Chambers made a motion to approve the tree removal of the parkway trees at 409 S 5<sup>th</sup> St not to exceed \$1,000, 2<sup>nd</sup> by Trustee Michener. On a voice call vote all in favor. Motion carried. Trustee Ziegler was absent.
- r. Discussion / Approval of Purchase of Cold Patch from Gold Star vs Curran – Public Works Supervisor Stark shared the quote from a possible new vendor that we could purchase Cold Patch from than Curran. He shared the pros and cons in the longevity and cost of the product between the two vendors. The board decided to continue to use Curran at this time, but would be open to considering Gold Star in the future.
- s. Discussion / Approval of Annual Flowers for Kirkland Signs – Public Works Supervisor Stark would like to add red, white and blue annual flowers in front of the Kirkland signs in honor of the America's 250<sup>th</sup> birthday. Trustee Fruit mentioned contacting the Kirkland Garden Club. President Block said he would talk to Gene at Walnut Grove Nursery to ask if they could donate some flats of petunias. Trustee Benes will ask the school if they can donate anything from the greenhouse.
- t. Discussion of Fiscal Year 2026-2027 Village of Kirkland Budget – President Block said that each committee had their first budget meeting. Block asked each committee to get their budget numbers to Village Clerk Scidmore by the end of the week for him to review where each department stands on revenue verses expenditures. Trustee Fruit asked about adding estimated bond fees to the budget. Attorney Walters said he would investigate whether these fees can be rolled into the bond itself. Trustee Benes shared his concerns with the engineer cost spent in the prior fiscal year. President Block mentioned much of his expenses

was for the Pearl Street Bridge project and that there will not be much more in this new fiscal year. The final project we will engage them for is regarding the Hickory Ridge litigation. Trustee Fruit inquired if the Village has an annual contract with the Treasurer and if so, what is the job description. President Block said there is no contract and Village Clerk Scidmore shared the tasks that the Treasurer does for the Village and how often he comes to Village Hall. Trustee Fruit said she was given the referral of two accountant firms with whom she's made contact, with the idea of possibly using another firm in the next fiscal year. She would like to work with another firm and have them do a forensic audit of the Village's previous years accountants to gain clarity when moving forward.

- XI. **Adjournment** – At 9:35 P.M., the Village Board discussed that the next meeting would be Monday, June 1, 2026. President Block asked for a Motion to Adjourn. Trustee Benes made a Motion to Adjourn with a 2<sup>nd</sup> by Trustee Chambers. On a voice call vote all in favor. Motion carried. Trustee Ziegler was absent. Meeting Adjourned.

**Next Board of Trustees Regular Meeting will be Monday, June 1, 2026 at 7:00 P.M.**



**Leslie Scidmore**  
Village Clerk



**Ryan Block**  
Village President

Email To Ryan Block Village president:

Hello Ryan. After our most recent library board meeting, the Kirkland Library Board of Trustees would like to offer this proposal to the Village of Kirkland Board. Would the Village of Kirkland be willing to forego selling the library with the following understanding? The Kirkland Library Board of Trustees would take on full responsibility for all costs pertaining to the building and all its operations, inside and out. While we understand the Village currently pays insurance on the building, that could be remedied by having us reimburse you in a timely fashion. inc. The Village would have no obligations other than holding the deed. You've mentioned that the library has nothing to offer the village as far as monetary assets. In fact, the Village Board's main deciding factor is that the library is a financial strain on the village. Why not just remove the strain rather than completely separating? We feel this is the most practical solution for both parties. The Village will never have to worry about a library invoice for this or that and the library will not have to get permission from the village for any repairs. Of course, if you agree, we will make it official with a legal document. Please bring this impromptu proposal to Board at your next opportunity. I will send a similar email to Leslie. Thank you for listening.

As has been the case for nearly one year now, the library board would love an opportunity to have a proper meeting with the village board to gain a full understanding of the challenges of each board and come to a solution that suits both parties. We are still in the process of having an inspection done on the building and getting quotes for yearly utility expectations. We ask for your continued patience while we navigate new territory. Please bring this impromptu proposal to the Village Board at your next opportunity. I will send a similar email to Leslie. Thank you for listening.



KIRKLAND LIBRARY BOARD SECRETARY

MARCH 23, 2026

COPY TO VILLAGE CLERK TO SHARE WITH BOARD



# **Kirkland Police Department**

313 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax 815-522-7064

Chief Adam Davenport



**5/4/2026**

**Village Board Meeting**

**7:00pm**

**April Monthly Police Report 2026**

The Kirkland Police handled sixty-three reportable events; this number is skewed due to a CAD issue in Chief's vehicle but has since been repaired

Recent call activity

Evacuation and Reunification training for KPD LE May 1<sup>st</sup> in Dixon; This will be a training we will try to bring to Kirkland and host, but if nothing else attempt to admin and staff along with KFD to go through the course

NITAB Training the 4<sup>th</sup> and 7<sup>th</sup> at the PD—day 1 took place today

**School:**

Too Good Graduation—essay winners/ shirts, cupcakes, brownies

# PUBLIC WORKS REPORT

APRIL 2026



## WATER & SEWER DEPARTMENT

- Heavy rains early in the month caused an overload of wastewater at the plant due to rainwater infiltration as well as illegal sump pump connections. This required auxiliary pumps to be run for almost three days to prevent the lagoons from overflowing and to prevent any sewer backups
- Marked the water shut off valves in the vacant lots of Hickory Ridge with posts to prevent them from being damaged
- Set up the wastewater chlorination system for the summer
- The flowmeter at the Wastewater plant was malfunctioning causing the pumps to not operate, a new meter may be required shortly. The meter was repaired, had its annual calibration and was tested

## STREETS DEPARTMENT

- Hung the Chamber of Commerce banners on the streetlights along 72
- Cleaned up plow damage all over town

## PARKS

- Cleaned up debris in Pioneer Park that had washed up from the ponds flooding
- Planted four new evergreen trees along the retention pond north of Colonial Estates
- Started removing the top layer of stone-filled soil from the community garden to be replaced with fresher dirt from the Bridge project

## MAINTENANCE

- Started preparing to put some surplus Public Works equipment up for auction
- Re-wired the ignition system of the Ford tractor which had been non-functional for many years
- Serviced the zero-turn mowers in preparation for summer
- The Boom Truck passed its chassis/road safety inspection
- Fixed the garage door at the Police Department

## TRAINING

- Started to train Blake on rounds in hopes that he can assist on the weekends
- Jim, Joe, Chandler and Blake took CPR training at Village Hall
- Jim and Leslie went to a class on Motor Fuel Tax and its uses and procedures

**VILLAGE OF KIRKLAND  
GENERAL BOARD MEETING**

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**PUBLIC COMMENT  
SIGN-IN-SHEET**

DATE: 5/4

Please **PRINT** clearly.

| #  | Name        | Group or Organization | Issue to Discuss                       |
|----|-------------|-----------------------|----------------------------------------|
| 1  | LINDA Felt  |                       | LITTLE LIBRARIES<br>FRIENDS FUNDRAISER |
| 2  | Jean Ben    |                       |                                        |
| 3  | PETER BRANN |                       |                                        |
| 4  |             |                       |                                        |
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**AGENDA**  
**Board of Trustees Regular Meeting**  
**Village of Kirkland**  
**Kirkland, Illinois 60146**  
**Monday, May 4, 2026 – 7:00 P.M.**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Comments from Audience
- V. Approval of Minutes
- VI. Approval of Warrant
- VII. Guest Speaker(s) - Jean Bauer (Kirkland Public Library)
- VIII. Reports
  - 1. Police Report
  - 2. Public Works
  - 3. Committee Reports
- IX. Business
  - 1. Discuss IDOT Invoice #127326 for Pearl Street Bridge
  - 2. Discussion / Approval of Closure of North Street from 6<sup>th</sup> St to Byers on Sunday, May 24<sup>th</sup>, 2026
  - 3. Discussion of (IGA) Intergovernmental Agreement for Sale of Library
  - 4. Discussion / Approval of Resolution 2026-01, to Include Compensation Paid Under an IRC Section 125 Plan (Aflac) as IMRF Earnings
  - 5. Discussion / Approval of Resolution 2026-02, to Include Cash Payments in Lieu of or Related to Health Insurance as IMRF Earnings
  - 6. Discussion / Approval of Resolution 2026-03, to Include Taxable Allowances as IMRF Earnings Enterable
  - 7. Discussion / Approval of Email Hosted Exchange Environment from Intermedia to a version of Microsoft
  - 8. Discussion of New Utility Bill Fee Structure Communication Letter and Methods
  - 9. Discussion / Approval of new Copier/Scanner/Fax/Printer for Police Station
  - 10. Discussion of Traffic Control Device at N 5th & Railroad St (Yield signage, Painted line)
  - 11. Discussion / Approval of Townwide Recycle Dumpster on VOK property by Steve Hienson
  - 12. Discussion / Approval of Tires for Public Works 2022 Ford F350
  - 13. Discussion / Approval of Head Wall at Prospect & 6th St
  - 14. Discussion / Approval of Mowing Route 72 on behalf of the State of IL and Purchase of Road Signs
  - 15. Discussion / Approval of Fyr-Fyter, Inc annual Fire Extinguisher Servicing at the 3 Department locations
  - 16. Discussion of Reconnection Fee for After Hours or Weekends for Public Work employees
  - 17. Discussion / Approval of Tree Removal of Parkway Trees at 409 S 5th St and at 313 4th St.
  - 18. Discussion / Approval of Purchase of Cold Patch from Gold Star vs Curran
  - 19. Discussion / Approval of Annual Flowers for Kirkland Signs
  - 20. Discussion of Fiscal Year 2026-2027 Village of Kirkland Budget
- X. Executive Session
- XI. Adjournment