

**Village of Kirkland
Board of Trustees Regular Meeting
Kirkland, Illinois 60146
Monday, June 2, 2025**

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 Ziegler, Trustee Marshall, and Trustee Chambers. Trustee Benes and Trustee Fruit were not present.
- III. **Pledge of Allegiance** – President Block led the Board of Trustees in the Pledge of Allegiance.
- IV. **Comments from the Audience** – None
- V. **Approval of Minutes** – President Block asked for a motion for the approval of Meeting Minutes for Monday, May 5, 2025. Trustee Ziegler made a motion to approve the Meeting Minutes for Monday, May 5, 2025, with a 2nd by Trustee Chambers. On a voice call vote all in favor. Trustees Benes and Fruit were not present. Motion carried.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$226,105.85. Trustee Ziegler made a motion to approve the Warrant for \$226,105.85 with a 2nd by Trustee Chambers. On a roll call vote Trustees Ziegler, Marshall, Chambers and Michener voted yes. Trustees Benes and Fruit were not present. Motion carried.
- VII. **Guest Speaker** – None
- VIII. **Reports** –
 1. **Police Report** – Chief Davenport gave his report for May activity, please see attached report.
 2. **Public Works** – Jim Stark gave his report for May activity, please see attached report.
 3. **Committee Reports** – None
- IX. **Old Business** – None
- X. **New Business** –
 - a. **Approval of Ordinance No. 2025-02 / An Ordinance Amending Section 51.02, Water User Service Charge of the Village of Kirkland Municipal Code** – President Block asked for a motion to approve Ordinance No. 2025-01 / An Ordinance Amending Section 51.02, Water User Service Charges and Section 51.03, Sewer User Service Charges of the Village of Kirkland Municipal Code. Trustee Chambers made a motion to approve the Ordinance No. 2025-02 / An Ordinance Amending Section 51.02, Water User Service Charge of the Village of Kirkland Municipal Code with a 2nd by Trustee Michener. On a roll call vote Trustees Chambers, Michener, Ziegler and Marshall voted yes. Trustees Benes and Fruit were not present. Motion carried.
 - b. **Discuss / Approval BLR14220 Resolution for Maintenance Under the Illinois Highway Code Authorizing use of MFT funds in the amount of \$71,500 for Fiscal Year 2024-2025** – President Block asked for a motion to approve BLR14220 Resolution for Maintenance

Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$71,500 for Fiscal Year 2024-2025. Trustee Ziegler made a motion to approve BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$71,500 for Fiscal Year 2024-2025, with a 2nd by Trustee Marshall. On a roll call vote Trustees Chambers, Michener, Ziegler and Marshall voted yes. Trustees Benes and Fruit were not present. Motion carried.

- c. Discuss / Approval of BLR14220 Resolution for Maintenance Under the Illinois Highway Code Authorizing use of MFT funds in the amount of \$110,000 for Fiscal Year 2023-2024 – President Block made a motion to approve BLR14200 Resolution for Maintenance Under the Illinois Highway Code Authorizing use of MFT funds in the amount of \$110,000 for Fiscal Year 2023-2024. Trustee Chambers made a motion to approve BLR14200 Resolution for Maintenance Under the Illinois Highway Code Authorizing use of MFT funds in the amount of \$110,000 for Fiscal Year 2023-2024, with a 2nd by Ziegler. On a roll call vote Trustees Michener, Ziegler, Marshall and Chambers voted yes. Trustees Benes and Fruit were not present. Motion carried.
- d. Discuss / Approval BLR09110 Resolution for Improvement Under the Illinois Highway Code Authorizing use of MFT funds in the amount of \$3,115.52 for the Village share of expenses on the IL Route 72 paving project in Fiscal Year 2022-2023 – President Block made a motion to approve BLR09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$3,115.52 for the Village share of expenses on the IL Route 72 paving project in Fiscal Year 2022-2023. Trustee Chambers made a motion to approve BLR09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$3,115.52 for the Village share of expenses on the IL Route 72 paving project in Fiscal Year 2022-2023, with a 2nd by Michener. On a roll call vote Trustees Ziegler, Marshall, Chambers and Michener voted yes. Trustee Benes and Fruit were not present. Motion carried.
- e. Discuss / Approval BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$50,000 for Fiscal Year 2025-2026 - President Block made a motion to approve BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$50,000 for Fiscal Year 2025-2026. Trustee Ziegler made a motion to approve BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$50,000 for Fiscal Year 2025-2026, with a 2nd by Michener. On a roll call vote Trustees Ziegler, Marshall, Chambers and Michener voted yes. Trustee Benes and Fruit were not present. Motion carried.
- f. Discuss / Approval BLR09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$100,000 for construction costs associated with the Pearl Street Bridge project (Section 14-00009-00-BR) for Fiscal Year 2025-2026 - President Block made a motion to Approve BLR09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$100,000 for construction costs associated with the Pearl Street Bridge project (Section 14-00009-00-BR) for Fiscal Year 2025-2026. Trustee Ziegler made a motion to approve BLR09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$100,000 for construction costs associated with the Pearl Street Bridge project (Section 14-00009-00-BR) for Fiscal Year 2025-2026, with a 2nd by Chambers. On a roll call vote Trustees Marshall, Chambers, Michener and Ziegler voted yes. Trustee Benes and Fruit were not present. Motion carried.
- g. Discuss / Approval of Kirkland Police Department Ammunition Order - President Block made a motion to Approve the Kirkland Police Department Ammunition Order not to exceed \$1,700. Trustee Chambers made a motion to approve the Kirkland Police Department

Ammunition Order not to exceed \$1,700, with a 2nd by Ziegler. On a roll call vote Trustees Chambers, Michener, Ziegler and Marshall voted yes. Trustee Benes and Fruit were not present. Motion carried.


- h. Discussion of Fiscal Year 2025-2026 Village of Kirkland Budget – President Block gave an update on the FY 2024-2025 Budget. The Board will meet on Monday, June 16, 2025, to pass the proposed budget.
- i. Discussion of Village of Kirkland Employee Handbook - President Block noted Jessica Fruit, who is overseeing the revision of the Village of Kirkland Employee Handbook, was not present. Therefore, further discussion was postponed to the Board meeting on Monday, July 21, 2025. Ryan asked Chief Davenport and Public Works Supervisor Jim Stark to review the current employee handbook and provide feedback to the Board on recommendations.


XI. Adjourn to Executive Session – At 8:16 P.M., President Block ask for a motion to adjourn to Executive Session for Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees [pursuant to 5 ILCS 120/2(c)(1)], and Litigation [pursuant to 5 ILCS 120/2(c)(11)]. Trustee Ziegler made a motion to adjourn to Executive Session with a 2nd by Trustee Michener. On a roll call vote Trustees Ziegler, Marshall, Chambers and Michener voted yes. Trustees Benes and Fruit were not present. Motion carried.

XII. Return back to Regular Session from Executive Session – President Block called the Board of Trustee Regular Meeting back to order at 9:15 P.M. On a roll call, Trustees Ziegler, Marshall, Chambers and Michener were present. Trustees Benes and Fruit were not present.

XIII. Adjournment – At 9:18 P.M., the Village Board discussed that we would reconvene the second Regular Meeting of the month and that the next meeting would be Monday, June 16, 2025. President Block ask for a motion to adjourn. Trustee Ziegler made a Motion to Adjourn with a 2nd by Trustee Michener. On a roll call vote Trustees Chambers, Michener, Ziegler and Marshall voted yes. Trustees Benes and Fruit were not present. Motion carried. Meeting Adjourned.

Next Board of Trustees Regular Meeting will be Monday, June 16, 2025 at 7:00 P.M.


Leslie Scidmore
Village Clerk


Ryan Block
Village President



Kirkland Police Department

313 West Main Street, P.O. Box 550

Phone: 815-522-3315

Chief Adam Davenport



06/02/2025

Village of Kirkland

Board Meeting

7:00pm

May 2025 Police report

The Kirkland Police Department handled One hundred and forty-two (142) reportable activities for the month of May

Officer Rufenacht Life-Saving Award--present

Police Crime Stats report was posted online and attached to this packet—this information will be posted in trimesters for this year. This is another way for us to provide statistics to the community as a way of educating them on some of our activity without getting into details

High Risk Traffic Stop Training will be taking place in the next two months at NIU—All Officers will be attending one or more of the dates as part of their annual mandates. No costs associated

Information Campaign of 2025:

Last month (April Report 25'): Truck Enforcement Information; Quarterly Ordinance report; Stop Sign Campaign Inform:

(May Report 25')

- a. Stop Sign Campaign which was discussed last month will begin June 1st and run through June 15th Report to be provided at June's Meeting
- b. Police Patrol Information

School:

High School Graduation—no issues, Congrats to the Graduates! School is out for Summer!

Too Good Graduation –final essay selection each class has one winner awarded \$25 gift card from KPD Graduation for the students along with certificates and a Too Good T-shirt was given to each student

May 13th we conducted traffic stop safety with our driving students—great job to Officer Winsler and Officer Rufenacht on their power point and presentation

Field Day May 27th---ad the radar trailer out there tracking speed, it was a good event with the entire elementary student body



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport

3/14/2025

To: Chief Davenport

From: Sgt. Saladino

Ref: Life saving incident

Dear Chief Davenport:

I am writing to express my deepest gratitude and admiration for the heroic actions of Officer Rufenacht, who recently saved the life of a 75-year-old male by performing Cardiopulmonary Resuscitation.

On 3/11/2025, Officer Rufenacht and I responded to a call involving the elderly gentleman, who was in cardiac distress. Without hesitation, Officer Rufenacht sprang into action, administering CPR and providing critical care until medical personnel arrived.

Thanks to Officer Rufenacht's swift and decisive actions, the gentleman's life was saved. This remarkable feat is a testament to Officer Rufenacht's exceptional training, professionalism, and commitment to serving and protecting our community.

Please extend my sincerest appreciation to Officer Rufenacht for his bravery, compassion, and dedication to duty. His selfless actions embody the highest standards of law enforcement and serve as an inspiration to us all.

Thank you for your leadership and for fostering a culture of excellence within the Kirkland Police Department.

Sincerely,

Sergeant Saladino
Kirkland Police Department

KIRKLAND POLICE DEPARTMENT

– CRIME STATS –

JANUARY – APRIL, 2025

3 CRIMINAL ARRESTS



TRAFFIC STOPS



TICKETS ISSUED - 43

REPORTABLE ACTIVITY



859

- 08 – SPEEDING
- 01 – SPEEDING 26 TO 34 MPH OVER
- 06 – EXPIRED REGISTRATION
- 04 – SUSPENDED REGISTRATION
- 04 – DRIVING UNDER THE INFLUENCE
- 01 – IMPROPER LANE USE
- 04 – DRIVING WHILE LICENSE SUSPENDED
- 01 – NO VALID LICENSE – NEVER ISSUED
- 03 – UNLAWFUL POSS. OF CANNABIS - VEHICLE
- 11 – UNINSURED MOTOR VEHICLE

ORDINANCE VIOLATIONS



115

WARNINGS ISSUED - 209

- 56 – EQUIPMENT VIOLATIONS
- 40 – EXPIRED REGISTRATION
- 60 – SPEEDING
- 16 – SUSPENDED REGISTRATION
- 07 – CELL PHONE USE
- 02 – UNLAWFUL POSS. OF CANNABIS - VEHICLE
- 01 – SCOTT'S LAW
- 14 – IMPROPER LANE USE
- 02 – STOP SIGN VIOLATION
- 11 – OTHER MOVING VIOLATION

12 TRAFFIC CRASHES



2 RECOVERED STOLEN VEHICLES



Village of Kirkland Public Works Report for May 2025

Tasks underway and completed

- We made a bracket for storing banners vertically to avoid wrinkling.
- Started to hang school banners on streetlights.
- Hung the last of school banners and added 4th of July banners to fill gaps.
- Cold-patched potholes on Pearl, North streets and in Kennedys.
- Replaced blown front tire on Water Van with spare from the Morton building.
- EPA samples of influent and effluent sewer, and water distribution.
- Installed new “No Motorized Vehicles” signs at Behnke Park.
- Removed and replaced solar lights on the shelter at Behnke Park.
- Placed water tank and stand at community garden.
- Placed hydrant flushing signs around town in preparation for flushing.
- Flushed Hydrants.
- We replaced a few water meters.
- We placed flowerpots along Main Street.
- Cleaned up oil spill along railroad alley.
- Pressure and flow tested hydrants around town.
- Cleaned up limbs and fallen trees all around town from the heavy wind and rainstorm.
- Received an aerator under warranty of a new Aerator.
- Dropped off F550 at Ford Dealer for airbag/steering wheel problems.
- Cut out asphalt and filled in sinkhole @ 6th & Prospect.
- Started dragging alleys and adding gravel where needed.
- Put up flags on light poles for Memorial Day.
- We dug a hole and planted a Norway Spruce at Franklin Township Park.
- Chris and Jim calibrated the mosquito fogger.
- Shoveled and cleaned curbs along Main Street.
- Dumped, spread and leveled 2 loads of dirt at P.D.
- Ground two stumps in FTP, raked out chaff, filled and leveled with dirt.
- Removed incorrect 3HP aerator from finish pond.
- We have 2 aerators prepared for return to Aqua-Aerobics

DATE: 10/2/25

Name:

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AGENDA
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Village of Kirkland
Kirkland, Illinois 60146
Monday, June 2, 2025 – 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)
- VIII. Reports
 - 1. Police Report
 - 2. Public Works
 - 3. Committee Reports
- XIV. Old Business
- XV. New Business
 - 1. Approval of Ordinance No. 2025-02 / An Ordinance Amending Section 51.02, Water User Service Charges of the Village of Kirkland Municipal Code
 - 2. Discuss / Approve BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$71,500 for Fiscal Year 2024-2025
 - 3. Discuss / Approve BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$110,000 for Fiscal Year 2023-2024
 - 4. Discuss / Approve BLR09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$3,115.52 for the Village share of expenses on the IL Route 72 paving project in Fiscal Year 2022-2023
 - 5. Discuss / Approve BLR14220 Resolution for Maintenance Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$50,000 for Fiscal Year 2025-2026
 - 6. Discuss / Approve BLR 09110 Resolution for Improvement Under the Illinois Highway Code authorizing use of MFT funds in the amount of \$100,000 for construction costs associated with the Pearl Street Bridge project (Section 14-00009-00-BR) for Fiscal Year 2025-2026
 - 7. Discussion / Approval of Kirkland Police Department Ammunition Order
 - 8. Discussion of Fiscal Year 2025-2026 Village of Kirkland Budget
 - 9. Discussion of Village of Kirkland Employee Handbook
- XVI. Executive Session
 - 1. Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees [pursuant to 5 ILCS 120/2(c)(1)]
 - 2. Litigation [pursuant to 5 ILCS 120/2(c)(11)]
- XVII. Adjournment