

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, June 5, 2023**

OFFICIAL MINUTES

- I. **Call to Order** – President Block called the Board of Trustees Regular Meeting to order at 7:00 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Benes, Trustee Chambers, Trustee Marshall and Trustee Ziegler. Trustee Michener is absent, and Trustee Fruit arrived a couple minutes after roll call.
- III. **Pledge of Allegiance** – President Block led the group in the Pledge of Allegiance.
- IV. **Comments from the Audience** – Ms. Gomoll has a concern about when AirCell put the fiber optic in they are not restoring the ground back to the way it was when they started. Attorney Stewart and President Block will review the current Right-of-Way and Work Contracts.
- V. **Approval of Meeting Minutes** – President Block asked for a motion for the approval of Meeting Minutes for April 3, 2023 Regular Meeting, April 24, 2023 Public Hearing and April 24, 2023 Regular Meeting. Trustee Ziegler made a motion for the approval of Meeting Minutes for April 3, 2023 Regular Meeting, April 24, 2023 Public Hearing and April 24, 2023 Regular Meeting with a 2nd by Trustee Chambers. On a roll call vote Trustee Benes, Chambers, Marshall, Fruit and Ziegler voted yes. Trustee Michener is absent. Motion carried.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$119,542.63. Trustee Ziegler made a motion to approve the Warrant in the amount of \$119,542.63, with a 2nd by Trustee Chamber. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler and Benes voted yes. Trustee Michener is absent. Motion carried.
- VII. **Reports** -
 - a. **Police Report** – Chief Davenport gave his report for May 2023; please see attached.
 - b. **Public Works** – Jim Stark gave his report for May 2023; please see attached.
 - c. **Committee Report** -
 1. **Tree Committee** – Trustee Benes provided an update of the Tree Committee’s work and details at the last meeting. They have the permit ready for approval later in the meeting and will advertise in the next Water Bill.
- VIII. **Unfinished Business** –
- IX. **New Business** –
 - a. **Approval of Application for Payment No. 1 and Final to Martin & Company for Brennan Drive Public Works Lot Paving**– President Block asked for a motion for the approval for Payment No.1 and Final to Martin & Company for Brennan Drive Public Works Lot Paving. Trustee Chambers made a motion for approval of application for payment No.1 and final to Martin & Company for Brennan Drive Public Works Lot Paving, with a 2nd by Trustee Fruit. On a roll call

vote Trustees Marshall, Fruit, Ziegler, Benes and Chambers voted yes. Trustee Michener is absent. Motion carried.

- b. Approval of Village of Kirkland Tree Planting Permit – President Block asked for a motion for the approval of Village of Kirkland Tree Planting Permit. Trustee Benes made a motion for the approval of Village of Kirkland Tree Planting Permit, with a 2nd by Trustee Fruit. On a roll call vote Trustee Fruit, Ziegler, Benes, Chambers and Marshall voted yes. Trustee Michener is absent. Motion carried.
- c. Update on Tree Prices from St. Aubin Nursery - President Block gave an update on the tree prices from St. Aubin Nursery, which have increased since the original quotes from them over the winter. This may impact the number of trees per year as prices increase.
- d. Approval of Resolution 2023-02 / Requesting Illinois Route 72 be closed for Hiawatha CUSD #426 Homecoming Parade on October 5, 2023 – President Block asked for a motion to approve Resolution 2023-02 / Requesting Route 72 be closed for Hiawatha CUSD #426 Homecoming Parade on October 5, 2023. Trustee Ziegler made a motion for the approval of Resolution No 2023-02 / Requesting Illinois Route 72 be closed for Hiawatha CUSD #426 Homecoming Parade on October 5, 2023, with a 2nd by Trustee Chambers. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit and Ziegler voted yes. Trustee Michener is absent. Motion carried.
- e. Approval of Kirkland Lions Club 4th of July Fireworks Donation – President Block asked for the approval of \$2500.00 donation to Kirkland Lions Club 4th of July Fireworks. Trustee Fruit made the motion for the approval of \$2500.00 donation to Kirkland Lions Club 4th of July Fireworks with a 2nd by Trustee Ziegler. Trustee Benes, Chamber, Marshall, Fruit and Ziegler voted yes. Trustee Michener is absent. Motion carried.
- f. Discussion of Water Meter Replacements – President Block is going to put together a letter to be sent to the remainder of residents that have yet called to have the meter changed out. This process is also critical in order to determine if any lead service lines exist per IEPA Requirements, of which our deadline is April 2024.
- g. Approval of Purchase of Pump for 4th Street Lift Station – President Block asked for the approval to purchase a pump for the 4th Street Lift Station. Trustee Ziegler made a motion for the approval to purchase a pump for the 4th Street Lift Station not to exceed \$10,575.00, with a 2nd by Trustee Benes. Trustees Marshall, Fruit, Ziegler, Benes and Chambers voted yes. Trustee Michener is absent. Motion carried.
- h. Approval of Purchase and Installation of Influent Service Pump for Wastewater Treatment Plant – President Block asked for a motion for the approval of Purchase and Installation of Influent Service Pump for Wastewater Treatment Plant. Trustee Fruit made a motion for the approval of the Purchase and Installation of Influent Service Pump for Wastewater Treatment Plant not to exceed \$16,000.00, with a 2nd by Trustee Ziegler. Trustees Fruit, Ziegler, Benes, Chambers and Marshall voted yes. Trustee Michener is absent. Motion carried.
- i. Discussion of Disc Golf Equipment in Pioneer Park – President Block gave the Village Board an update on some of the Disc Golf Equipment in Pioneer Park. Jim Stark received a phone call from someone stating that back in 2006 they had loaned the Village nine of the disc golf baskets. The Village does not have anything that shows that these are on loan. President Block has asked Attorney Stewart to make a phone call letting them know where the Village stands on this after 17 years.
- j. Recognition of Chief Davenport - President Block congratulated Chief Davenport on the completion of Police Staff and Command Course. Northwestern sent a letter with the details from the Police Staff and Command Course and the work involved.

- X. **Adjournment** – At 8:20 P.M, President Block asked for a Motion to Adjourn. Trustee Fruit made the 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, July 17, 2023 at 7:00 P.M.



Carol Stiegman
Village Clerk



Ryan Block
Village President



Kirkland Police Department

511 West Main Street, P.O. Box 550

Phone: 815-522-3315

Fax: 815-522-9989

Chief Adam Davenport



June 5th 2023

Village of Kirkland Board Meeting 7:00pm May 2023 Police Report

1. The Kirkland Police Department handled thirty (30) reportable calls and eighty-eight (88) reportable activities for the Month of May
2. Recent Ordinance Enforcement: With the warmer weather, CSO Rufenacht along with KPD are using this time as an opportunity to increase community contacts and help with ordinance compliance.
3. KPD Student pickup in Hickory Ridge –thank you to Hiawatha for including KPD and to the student for selecting KPD as their choice!
4. Department Qualifications and firearms training took place on 5/27/23
5. Preparation for the 4th of July—Meeting with Security Team last week; 4th of July Planning Committee meeting this coming Tuesday
There have been some enhancements to what we will be doing—for the sake of operational security, these items will not be discussed publicly.
6. Situational Awareness class—Wednesday 21st 10:00 am at the Kirkland Police Department / Village Hall
7. Additional Questions/Concerns:

Village of Kirkland Public Works Report for April 25th- May 31st.

Tasks underway and completed.

- Continued cleaning and organizing of the Public Works garage and property.
- We have had only one water meter replaced; we will need to get more letters out to the public regarding the new meters available.
- We received a quote of \$10,575.00 for the replacement of the broken 4th St. lift station pump. The old pump was 25 years old and was deemed unrepairable.
- Ran the streetsweeper to clean curbs.
- Picked up grass netting and staples from lawns throughout South St., Prairie St., Prospect St., & S. 5^{ht} St.
- Picked up brush at Pioneer Park after heavy winds.
- We got rid of one of the two old fuel tanks that we have had stored for a long time.
- Filled holes around Pioneer Park to smoothen out turf for walking.
- Prepare and set-up weir/contact tank for chlorination and de-chlor of wastewater leaving the plant.
- I had to terminate our employee Billy Prince III, due to him riding an illegal vehicle around our village.
- We cleaned up the cat tails at well 3.
- We greased and oiled some fire hydrants in preparation of flushing hydrants.
- Before we flush hydrants, we place barricades with signs warning the public of upcoming flushing. When complete, the signs are taken down.
- Flushing fire hydrants took three days while trying a new mapping route to reduce the amount of rust going to and around the school.
- Emptied trash cans at Pioneer Park and Behnke Park and returned the following morning.
- I bought 12 daylilies, planted 6 at each Kirkland sign.
- Traveled to DeKalb for mower parts: spindles, bolts, & washers
- We clean and maintain lawn mowers at least twice a week with sharpening blades and greasing fittings.
- We placed flowerpots throughout the business district.
- The sewer plant had very low flow a couple nights in early May and one of the sewage pumps went air-bound causing the Scada system to call me in the middle of the night (usually happens at approx. 2am). This is easily fixed the next morning by someone climbing down underground in "the can" and manually switching the pumps.
- Dale Miller and I were out at the new lot mapping out the property for 2 days only to find out that Ferh Graham had already mapped it out. I was not notified of this.
- We have mortared the block wall at the new Public Works/Police lot to prevent any dirt or water from seeping through.
- After the homeowner (with the backyard facing Pearl St.) moved their swingset, we cut down the remaining tree that was cut/ damaged by Com Ed earlier in the spring.

- We will be renting a stump grinder soon to grind out as many stumps as possible.
- We purchased a new 25 gal. sprayer for spraying pesticides, the old one was leaking.
- Potholes throughout town have been filled with cold patch and we just purchased more because we ran low.
- We pulled the silt fence out at the Brennan dr. lot and are regrading it to try and make it easier to maintain. The hill was too steep to mow.
- Chris got a flat tire while taking the mosquito fogger in for calibration. The tire could not be fixed/ patched.
- Purchased two new tires for the front of the GMC dump and one to replace the flat on one the back duels.
- I counted the existing stock of work shirts and asked Ryan to purchase some new ones for the summer help and to refresh some of our old faded and greasy/painted shirts.
- Marked numerous Julies.
- We have pulled several dead trees out of the river by hole 8 of the frisbee golf course and cleaned up that area.
- We pulled thistles at Behnke Park and purchased two dump trucks of certified playground matting. We need two more loads.
- Stenstrom was in town and bored a new waterline across Rt.72, from the main to the new laundromat. Joe and I did the inspections needed.
- We raised the potting soil in the flowerpots so that they can be seen and enjoyed more.
- Counted barricades and detour signs in preparation of the 4th of July celebration.
- Ordered a replacement sign for the one stolen last year and a couple that needed updating.
- Received signs and a sample delineator for the parking spot at the bank to go in front of the fire hydrant.
- We painted new parking lines at the bank with white paint and the No Parking area with yellow as should be. Railroad alley and the pharmacy parking lots will be corrected with white lines as time permits.
- We painted new crosswalks at S.3rd and South St.
- We took down the school banners on the streetlights and put-up 4th of July banners.
- We would like to have an influent maintenance pump, the sewer plant had one years ago and it was not replaced under Paul N.. We currently have to use gas pumps from the ground level, which is extremely hard on the pump, sometimes taking over a half hour to prime the pump to get it moving.

This is not an all-inclusive list of the things we did, but most of the tasks.

Thanks for your time, submitted by Jim Stark