

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, October 2, 2023**

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 Fruit. Trustee Ziegler was absent.
- III. **Pledge of Allegiance** – President Block led the Pledge of Allegiance.
- IV. **Comments from the Audience** – None
- V. **Approval of Meeting Minutes** – President Block asked for a motion for the approval of Meeting Minutes from September 18, 2023. Trustee Fruit made a motion for the approval of Meeting Minutes from September 18, 2023, with a 2nd by Trustee Michener. On a voice call vote all in favor. Motion carried.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$89,378.95. Trustee Benes made a motion to approve the Warrant in the amount of \$89,378.95, with a 2nd by Trustee Chambers. On a roll call vote Trustees Chambers, Marshall, Fruit, Michener and Benes voted yes. Trustee Ziegler is absent. Motion carried.
- VII. **Reports** -
 - a. **Police Report** – Chief Davenports gave his report for Sept. 2023.
 - b. **Public Works** – Jim Stark gave his report for Sept. 2023.
 - c. **Committee Report**- No committee reports to update this month
- VIII. **Guest Speaker** – Bill McMahon from Progressive Business Solution presented the rates on the Villages Aggregate Program. These rates will be updated before the November Board Meeting and added to the Agenda for the Board to discuss.
- IX. **Unfinished Business** – None
- X. **New Business** –
 - a. **Discussion /Approval of Ordinance 2023-03 / An Ordinance Establishing Employees’ Right to Paid Leave** – President Block asked for a motion for the approval of Ordinance 2023-03 / An Ordinance Establishing Employees’ Right to Paid Leave. Trustee Chambers made a motion for the approval of Ordinance 2023-03 / An Ordinance Establishing Employees’ Right to Paid Leave, with a 2nd by Trustee Marshall. On a roll call vote Trustees Marshall, Fruit, Michener, Benes, and Chambers voted yes. Trustee Ziegler is absent. Motion carried.
 - b. **Discussion of 2022-2023 Fiscal Year Village of Kirkland Audit** – President Block handed out the Village of Kirkland Fiscal Year 2022-2023 Audit and asked that the Trustees look it over and he will have it on the agenda at our November Board Meeting.


- c. Discussion /Approval of Paving for Kirkland Street department Entrance - President Block asked for a motion for the approval to pave the new Kirkland Street Department Entrance. Trustee Fruit made a motion for the approval to pave the new Kirkland Street Department not to exceed \$17850.00, with a 2nd by Trustee Chambers. On a roll call vote Trustees Michener, Benes, Chambers, Marshall and Fruit voted yes. Trustee Ziegler is absent. Motion carried.
- d. Discussion of Kirkland Fitness Center Economic Development Financial Support – President Block received a phone call from Mike Whalen explaining that he would like to open a fitness center here in Kirkland. He was wanting to know if there were any empty buildings and if the Village has any Financial Support programs. President Block invited him to the Board meeting and told him he would have to present that to the Board of Trustees, that they are the ones that makes those decisions.

XI. **Adjournment** – At 8:06 P.M., President Block asked for a Motion to Adjourn. Trustee Chambers made the motion to adjourn, with a 2nd by Trustee Michener. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, November 6, 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



10/2/2023

Village Board Meeting

7:00pm

Monthly Police Report

September 2023

The Kirkland Police Department handled one hundred and twenty-six (126) total reported activities for the month of September

Kirkland PD will provide support to Cortland PD for their Parade on the 8th of October

Sycamore Pumpkin Fest—looking at sending Officers to the Sycamore Pumpkin Fest Oct 29th

School Information:

Training with all staff and students reference upcoming active intruder drill

School drill conducted later this month—date undisclosed

Homecoming week and festivities have begun! KPD encourages everyone to support the local youth!

The Hiawatha High School and campus was TP'd overnight for Homecoming Week.

Chief Davenport was made aware shortly after the incident happened in the middle of the night. KPD took an Informational report on a dispatched call reference "juveniles TP'ing and Saran wrapping the school".

Unfortunately, KPD was unable to locate the offenders. Chief Davenport made Superintendent Poynter aware approximately 0715 hours this morning of the incident.

Chief met briefly with Superintendent Poynter around 0800 hours after surveying the TP and other incidentals. No issues to report.

Notes:

Village of Kirkland Public Works Report for September 2023

Tasks underway and completed.

- Continued cleaning and organizing at the public works garage and sewer plant.
- We took the forms off the block wall, bolted the last few connector steel plates from block to block for added strength, it's now ready for the hoop shed.
- We added Sludge RX and action packs to the lagoon system to aid in fighting sludge buildup.
- While out with the boat on the lagoon system, they cleaned out the aerators of garbage and debris.
- Grass mowing and trimming on a regular basis.
- We sent two new employees in for hepatitis A&B vaccines so that they are protected when working with wastewater.
- We cut down the parkway trees on Main St. that were half dead in the powerlines, 4 out of 5 homeowners were happy to see them go.
- Checked the lightbulbs on S. 7th St., one was noticeably dimmer than the other. We will need to get to Menards to get a replacement.
- We marked tree stumps in parkways and called in Julies for the addresses.
- Removed the 4th St. lift station pump and sent it in for warranty repair if needed, it's not performing as it should.
- Sprayed Speedzone SE (broadleaf killer) on the new public works lot on Brennan Dr., and our empty lot on Elizabeth Ct. to help control dandelions and other weeds.
- Move radar trailer when Adam needs it moved.
- Continue changing out water meters, we have about 10 houses that still need to be inspected for lead service lines.
- Maintenance on Bobcat skid steer, it keeps shutting off while operating.
- We ran the street sweeper a few times throughout the month, mostly when it's raining out because the sprayers don't spray water because the pump went out.
- Pump water out of manholes so we could map watermains and continued mapping of storm sewers.
- Cleaned salt shed area and seal coated the inside with 10 – 5 gal. buckets of premium seal coating.
- Replaced spindle on one of the zero turn mowers.
- Trimmed parkway trees in the Country Meadows neighborhood.
- Filled holes with dirt in Pioneer Park.
- Changed garbage can padlocks in the parks so that they are the same.
- Trimmed away bushes on the east side of the pond at Pioneer Park so that the pond is more visible.
- Placed dirt along S. 5th St. where needed as someone drove off the edge of the road.
- Trips to Farm & Fleet and Menards for materials.

- We had Ceroni Piping inspect our back flow preventors at the sewer plant, well 3, and at the library.
- Picked up dog waste off the sidewalk on South St. and in road on Park St.
- Washed and cleaned inside of trucks on rainy days.
- We have been working on the Kirkland sign's lights on each end of town, the lights need replaced on the west side and the batteries need replaced on the east side. Both solar panels seem to still be working currently.
- Cleaned and serviced our Sky Jack scissor lift.
- Cut up a downed tree in Hickory Ridge that fell in the ditch.
- Oil changes in both dump trucks.
- Clean well houses by dusting and sweeping.
- Clean office, shop, and bathroom at public works to prepare for our EPA inspection.
- We installed flashing LEDs on the Kubota for winter snow plowing.
- Service the Kubota to prepare for winter.
- Turn on water service where needed.
- Pulled out silt fence around retention pond at new lot.
- Called in Julies for tree stump grindings throughout town.
- Fixed ground wire on lagoon system's electrical panel.
- Trimmed trees at 6th St. gravel lot area by the creek, and used the boom truck to trim tree branches away from the streetlight that is there.
- Prepare aerators for installation by uncrating them from their wooden crates.
- Install two rebuilt aerators in the lagoon system.
- Deliver and pick up borrowed items from the Fire Dept.: burn pits, Sky Jack, and Bobcat skid steer.
- While cleaning the property we took a load of scrap to DeKalb and gave Carol the receipt and cash.
- Clean up old aerators and take motors off for rebuilding.
- Teaching new employee Chandler how to drive the Bobcat skid steer.
- Picked up downed branch on Hortense.
- Retrieve trash cans in park for emptying and return them the next day, each week throughout the month.
- Drill and anchor items for the Kirkland Historical Society.
- Cut and trim trees along Bull Run Creek, behind Kennedy Dr. residences.

This is not an all-inclusive list, but it is most of the stuff that we have completed.

Thanks, Jim Stark