

**Village of Kirkland
Board of Trustees Regular Meeting
Kirkland, Illinois 60146
Monday, October 20, 2025**

OFFICIAL MINUTES

- I. **Call to Order** – President Block called the Board of Trustee Regular Meeting to order at 7:02 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Ziegler, Trustee Marshall, Trustee Fruit, and Trustee Chambers. Also, in attendance was Leslie Scidmore, Village Clerk.
- III. **Pledge of Allegiance** – President Block led the Board of Trustees in the Pledge of Allegiance.
- IV. **Comments from the Audience** –
 - Sally Jones thanked Ryan Block for getting the new air conditioner for the library. Asked about the follow up of bids given for the electrical work in the library.
 - Jennifer Taylor addressed the board about the high-water bill due to a water softener issue at 714 Prospect Street. The Board agreed to do an average calculation of their 12-month billing cycle consumption and the Village Clerk will submit them a new adjusted bill. Jim Stark, Public Works Supervisor, said they are working with Census to see what software features can utilize to identify high water consumptions in a timelier manner.
- V. **Approval of Minutes** – President Block asked for a motion for the approval of Special Board of Trustee Meeting Minutes for Monday, August 25, 2025 and Regular Meeting Minutes for Monday, September 15, 2025. Trustee Ziegler made a motion to approve the Meeting Minutes for Monday, August 25, 2025 and Monday September 15, 2025, 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 \$174,099.68. Trustee Ziegler made a motion to approve the Warrant for \$174099.68 with a 2nd by Trustee Chambers. On a roll call vote Trustees Ziegler, Marshall, Fruit, Chambers, Michener and Benes voted yes. Motion carried.
- VII. **Guest Speaker(s)** – None
- VIII. **Reports** –
 1. **Police Report** – Chief Davenport gave his report for September, please see attached report.
 2. **Public Works** – Jim Stark gave his report for September, please see attached report.
 3. **Committee Reports** –
 - a. Tree Committee - Trustee Benes said they did not meet in September. They will be starting up the application processes next month to retain Kirkland's Tree City status. Mr. Dodge at Hiawatha School has agreed to partners with the Tree Commission to raise seedlings and saplings in the greenhouse. This endeavor is to save money and to donate the trees to the Village of Kirkland to be transplanted in the parks and along the streets.

Mr. Dodge will create a list of trees to grow. Jim Stark, Public Works Supervisor said that the Westman Family donated (4) Pawpaw Trees for the Pioneer Park.

4. Administration –

- a. Leslie Scidmore, Village Clerk informed the board that President Block signed the IDOT's work order form to install a marked crosswalk on IL Route 72 at the east side of 5th Street intersection and advance warning signage in Kirkland this year.

IX. New Business –

- a. Discussion / Approval of Ordinance 2025-05 – Ordinance Levying and Assessing Taxes of the Village of Kirkland, DeKalb County, Illinois for the Fiscal Year Starting May 1, 2025, and Ending April 30, 2026 – President Block explained that the annual levy was prepared by William Newkirk, the Village Accountant and followed our usual process from previous years and within the appropriate limits. Trustee Ziegler made a motion for the approval of Ordinance 2025-05 – Ordinance Levying and Assessing Taxes of the Village of Kirkland, DeKalb County, Illinois for the Fiscal Year Starting May 1, 2025, and Ending April 30, 2026, with a 2nd by Trustee Fruit. On a roll call vote Trustees Marshall, Fruit, Chambers, Michener, Benes and Ziegler voted yes. Motion carried.
- b. Discussion / Approval of Purchase of 702 W Prospect Ave from Village of Kirkland – President Block shared that Matthew Walters, the Village Attorney said that any surplus properties (Police, Public Works or lots) owned by the Village with the intention of selling, must be passed by ordinance as a surplus that would go out for bid for 30 days, then gets sold to the highest bidder. Ryan will ask the attorney to prepare the ordinance for the sale of the property at 700 W Prospect Ave to approve at the next Board Meeting.
- c. Discussion of Kirkland Public Library Building – President Block said that after reviewing the Village finances, it would benefit the Village to sell the library building to the library board for one dollar. There was additional discussion regarding the electrical work in the library and getting quotes. President Block said Matthew Walters, the Village Attorney, can draft up a sale agreement for the Village Board to review at our next board meeting and the library board to review at their next board meeting.
- d. Discussion on Implementation of County Wide CAD into Kirkland Police Department – Police Chief, Adam Davenport, explained that the County has finally implemented a County Wide CAD system, which provides more resources than the system the Kirkland Police Department is using currently. There can be a maximum of 1-10 users on the County Wide CAD system, and a \$360 annual savings verses the cost of the current system. Annually, the County Wide CAD will cost \$1500, plus \$640 for the Central Square slots.
- e. Discussion / Approval of updates to Security Software to State of Illinois for Village of Kirkland – President Block explained that we currently use Trend Micro commercial security software which is \$240 annually and provide minimal monitoring. The migration to the State of IL Cyber Navigator program means the state offers free CrowdStrike licensing to small government entities thus eliminating our current annual fee with Trend Micro and offers an increased monitoring program. There would be an initial labor cost for Mike Ryan, the Village IT Specialist to deploy the new software. Trustee Ziegler made a motion to approve the updates to Security Software to State of Illinois for Village of Kirkland, with a 2nd by Trustee Michener. All in favor. Motion carried.
- f. Discussion / Approval of updates to .gov Domain Conversion for Village of Kirkland – President Block explained that converting to a .gov domain would give more legitimacy and security to the Village website than the current .com domain, and that the .gov domain is free. Mike

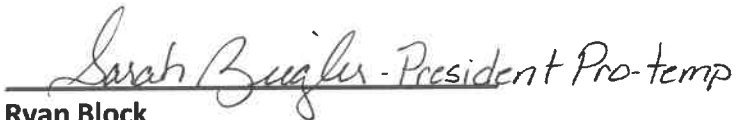
Ryan, the Village IT Specialist, would work with Mac Swan, the Village Website Manager, to implement. President Block mentioned that in the future we could discuss changing our email hosting per Mike Ryan's recommendation. Trustee Ziegler made a motion to approve the updates to .gov Domain Conversion for Village of Kirkland, with a 2nd by Trustee Michener. All in favor. Motion carried.

- g. Discussion / Approval of Codification of Village of Kirkland Ordinances – President Block asked for a motion for the approval of Codification of Village of Kirkland Ordinances. Trustee Ziegler made a motion to approve the Codification of Village of Kirkland Ordinances, with a 2nd by Trustee Benes. On a roll call vote Trustees Marshall, Fruit, Chambers, Michener, Benes and Ziegler voted yes. Motion carried.
- h. Discussion of Village of Kirkland Raffle License Application – President Block discussed implementing a program for the Village of Kirkland to issue Raffle Licenses instead of going to DeKalb County to obtain. The license fees would be additional income for the Village of Kirkland. Ryan will work on putting something together to be reviewed at a future board meeting.
- i. Discussion of Village of Kirkland 2025-2026 Financial Options – President Block explained that with the Sales tax, State Income tax and PPRT tax revenue being down for the Village of Kirkland he is open to ideas on how to raise revenue to pay the bills and current loans without raising property taxes. Ideas shared was to 1) add a Street Project Fund fee or a Capital Fund fee to the Utility bill. 2) Sell any unused property owned by the Village of Kirkland. 3) There was additional open discussion about past and existing businesses and their impact on the Village's revenue, and the need for new businesses in Kirkland.

- X. Adjournment – At 8:16 P.M., President Block as for a motion to adjourn. Trustee Ziegler made a Motion to adjourn with a 2nd by Trustee Chambers. All in favor. Motion carried. Meeting Adjourned.

Next Board of Trustees Regular Meeting will be Monday, November 3, 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



10/20/2025

Village of Kirkland

Board Meeting

7:00pm

September 2025

Monthly Police Report

The Kirkland Police handled one hundred and sixteen (116) reportable calls for the Month of September.

KPD Event dates:

10/12/25 we provided support for Cortland Town Parade—part of mutual aid to agencies that support us during our 4th of July festival

10/25/25 Kirkland Fire Dept Open House—we will be in attendance and have a squad there

10/26/25—Sycamore Pumpkin Fest—we will be providing support for their parade/run as part of mutual aid to agencies that support us during our 4th of July festival

10/26/25—Trunk or Treat here in Kirkland in the evening

10/31/25—HALLOWEEN!

We encourage everyone to be safe, drive carefully through the subdivisions and any other streets throughout the village as kids cross the streets just about everywhere! We encourage high visibility clothing, flashlights, and of course candy inspection prior to consumption.

We would also remind parents and guardians that there are lots of “edibles” out there now that resemble traditional candies, but are in fact infused with certain levels of THC. We caution all parents and guardians to simply do a quick glance at candy wrappers to ensure their child or children are not eating that type of “candy”.

School:

Active Intruder Drill completed with the school per state mandate on 10/1/25

School Safety Week 10/13-10/17—Officer Winsler went through a powerpoint along with videos approved by the school. Discussion/videos were around driving safely, Scott's Law, what to do if you are on a traffic stop, and being a safe passenger. A mock traffic stop was also conducted outside

17th—School Safety Meeting with Threat Assessment Team

17th SR Night—Football Game

Another drill schedule coming up with staff and Police, students will not be in the building for this drill

PUBLIC WORKS REPORT

SEPTEMBER 2025



WATER & SEWER DEPARTMENT

- Jim and Chandler were enrolled in both Drinking Water and Wastewater classes. They both passed their Class 4 Wastewater test and have a Class C Drinking Water test next month
- We received a sewer smoker from the IRWA, and used it to check for infiltration along a portion of RT.72 near Hine's Lumber
- 4 new water meter installs
- Removed a hydrant which was struck by a car near the Euclid Chemical plant

STREETS DEPARTMENT

- Detoured and Blocked off RT.72 for the school's Homecoming parade
- Ran the street sweeper with its newly repaired water sprayers for several days
- Cold-patched and vibratory rolled a section of Prospect and 6th which had a sinkhole.

PARKS

- Continued watering of trees in Behnke and Pioneer Park

MAINTENANCE

- Complete fluid service on Bobcat skid steer
- Repaired water sprayer system on the Street Sweeper
- New tire for 72'eXmark mower, as well as a hydraulic fluid service

TRAINING

- Jim and Chandler have been in Water & Sewer training classes all month, with a Drinking Water test next month. They both passed their Class 4 Wastewater test and are currently O.I.T.(operator in training)

NEXT MONTH?

Plans are in place to begin Fall hydrant flushing, as well as continued smoke testing of sewers to find sources of infiltration. We are also planning to clean up the debris left from the railroad clearing out their Right-of-Way.

VILLAGE OF KIRKLAND
GENERAL BOARD MEETING
PUBLIC COMMENT
SIGN-IN-SHEET
DATE: 10/20

Please **PRINT** clearly.

Name:

Group or Organization:

Issue to Discuss:

Sally Jones

Library

~~Book~~
Jennifer Taylor

Water Bill →

AGENDA
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Village of Kirkland
Kirkland, Illinois 60146
Monday, October 20, 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
- IX. Business
 - 1. Discussion / Approval of Ordinance 2025-06 – Ordinance Levying and Assessing Taxes of the Village of Kirkland, DeKalb County, Illinois for the Fiscal Year Starting May 1, 2025, and Ending April 30, 2026
 - 2. Discussion / Approval of purchase of 700 W. Prospect Ave from Village of Kirkland
 - 3. Discussion of Kirkland Public Library Building
 - 4. Discussion of Implementation of County Wide CAD into Kirkland Police Department
 - 5. Discussion / Approval of updates to Security Software to State of Illinois for Village of Kirkland
 - 6 8. Discussion / Approval of updates to .gov Domain Conversion for Village of Kirkland
 - 7 0. Discussion / Approval of Codification of Village of Kirkland Ordinances
 - 8. Discussion of Village of Kirkland Raffle License Application
 - 9 8. Discussion of Village of Kirkland 2025-2026 Financial Options
- X. Executive Session
- XI. Adjournment