

**Village of Kirkland
Kirkland, Illinois 60146
Board of Trustees Regular Meeting
Monday, May 2, 2022**

OFFICIAL MINUTES

- I. **Call to Order** – President Block called the Board of Trustee Regular meeting to order at 7:05 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit, and Trustee Ziegler.
- III. **Comments from the Audience** – Mr. Bartman, from Hiawatha School District, wanted to know what he would have to do to get Highway 72 closed on September 22, 2022, to have the Homecoming parade go through downtown. He would like to have the parade start later in the evening about 6:30 P.M. and go until 7:00P.M. This would give more time for parents to get home from work so they could come out and enjoy the parade. President Block explained that he would send a letter to the State requesting the time and date to have Main St (Illinois Route 72) closed for the parade. The parade will start at the school and come down to South St, take that to 2nd St., then enter Main Street from 2nd Street. This will allow incoming traffic to turn on Pearl then on North St to 6th St then enter back on Illinois Route 72.
- IV. **Approval of Minutes** – President Block asked for a motion for the approval of the General Board Meeting Minutes for Monday, April 18, 2022. Trustee Chambers made a motion to approve the Monday, April 18, 2022 Regular Board Meeting Minutes with a 2nd by Trustee Michener. On a roll call vote Trustees Benes, Chambers, Marshall, Fruit, Ziegler and Michener voted yes. Motion carried.
- V. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$93,127.49. Trustee Fruit made a motion to approve the Warrant in the amount of \$93,127.47, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener, and Benes voted yes. Motion carried.
- VI. **Reports** -
 - a. **Police Report** – Chief Davenport gave his April 2022 Police Report - please see attached.
 - b. **Public Works** – Jim Stark give his April 2022 Public Works Report - please see attached.
 - c. **Committee Report**- Nothing to report from Committees
- VII. **Approval of Committees and Appointments** –
 1. Approval of Village Committees of the Board –
 - Finance Chair: Sarah Ziegler
 - Ordinance Chair: Jessica Fruit
 - Police Chair: John Michener
 - Economic Development Chair: Dan Chambers
 - Streets, Alley, and Park Chair: Erik Marshall
 - Water and Sewer Chair: Brian Benes
 2. Appointment of Village Attorney – Brad Stewart
 3. Appointment of Chief of Police – Chief Adam Davenport

4. Appointment of Public Works Supervisor – Jim Stark
5. Appointment of Village Treasurer – Bill Newkirk
6. Appointment of Zoning Administrator – B&F Construction Code Service
7. Appointment of Village Clerk – Carol Stiegman
8. Appointment for Planning & Zoning Commission –
 - Ryan Braden – 6 years
 - Jason Heck – 5 years
 - Rebecca Lamont – 4 years
 - Paul Dreska – 3 years
 - Linda Fett – 2 years
 - Danielle Hernandez – 1 year
 - David Block – 7 years

President Block asked for a motion for the approval of Committees and Appointments. Trustee Chambers made a motion for the approval of Committees and Appointments as presented, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes, and Chambers voted yes. Motion carried.

VIII. Unfinished Business – None

IX. New Business –

- a. Approval of Ordinance 2022-03 / Budget and Appropriation Ordinance for Fiscal Year Beginning May 1, 2022 and Ending on April 30, 2023 – President Block asked for a motion for the Approval of Ordinance 2022-03 / Budget and Appropriation Ordinance for Fiscal Year Beginning May 1, 2022 and Ending on April 30, 2023. Trustee Ziegler made a motion for the Approval of Ordinance 2022-03 / Budget and Appropriation Ordinance for Fiscal Year Beginning May 1, 2022 and Ending on April 30, 2023, with a 2nd by Trustee Michener. On a roll call vote Trustees Fruit, Ziegler, Michener, Benes, Chambers, and Marshall voted yes. Motion carried.
- b. Discussion / Approval of Village of Kirkland 2022-2023 Board Meeting Dates, Planning & Zoning Commission Meeting Dates and Paid Holiday Schedule – President Block asked for a motion for the approval of Village of Kirkland 2022-2023 Board Meeting Dates, Planning & Zoning Commission Meeting Dates and Paid Holiday Schedule. Trustee Ziegler made a motion for the approval Village of Kirkland 2022-2023 Board Meeting Dates, Planning & Zoning Commission Meeting Dates and Paid Holiday Schedule, with a 2nd by Trustee Fruit. On a roll call vote Trustees Ziegler, Michener, Benes, Chambers, Marshall and Fruit voted yes. Motion carried.
- c. Discussion of Village of Kirkland Surplus Sealed Bid Sale – President Block gave an update on the 11 surplus items from Public Works that went out for bid on the Village website. All sealed bids need to be in by Friday, May 13, 2022, at 5:00 P.M.
- d. Discussion of Village of Kirkland Referendum Information Sheets – President Block informed the Board that a letter is going out in the Water Bills explaining the reasoning behind the referendum and the wording, along with the three informational meeting dates in June.
- e. Discussion / Update of Village of Kirkland 2022 Street Project – President Block gave an update on the 2022 Street Project. The bid opening will be Thursday, May 12, at 3:00 P.M. here at the Village Hall. We are hopeful that work will start sometime in early to mid-June.
- f. Discussion / Approval of Ordinance No. 2022-04 / An Ordinance Amending Section 112.11 of Chapter 112, Alcoholic Beverages, of the Village of Kirkland Municipal Code – President Block asked for a motion for the approval of Ordinance No. 2022-04 / An Ordinance Amending

Section 112.11 of Chapter 112, Alcoholic Beverages, of the Village of Kirkland Municipal Code. Trustee Fruit made a motion for the approval of Ordinance No. 2022-04 / An Ordinance Amending Section 112.11 of Chapter 112, Alcoholic Beverages, of the Village of Kirkland Municipal Code, with a 2nd by Trustee Ziegler. On a roll call vote Trustees Marshall, Fruit, Ziegler, Michener, Benes and Chambers voted yes. Motion carried.

- g. Discussion of 2022 Local Government Memorial Day Breakfast – President Block shared the information from 2022 Local Government Memorial Day Breakfast on Monday, May 30, 2022, at the Elks Lodge in DeKalb.
- h. Address from departing Public Works Superintendent Dale Miller – Dale Miller thanked the Village Board for all that they have done for the him and the Village of Kirkland.

X. Adjourn to Executive Session – At 8:04 P.M, President Block asked for a motion to adjourn to Executive Session for the purpose of Litigation [pursuant to 5ILCS 120/2(c)(11)] and Appointments, Compensation, Discipline, Discharge and/or Performance of Specific Employees [pursuant to 5 ILCS 120/2(c)910]. Trustee Ziegler made a motion to adjourn to Executive Session for the purpose of Litigation, and Appointments, Compensation, Discipline, Discharge and/or Performance of Specific Employees, with a 2nd by Trustee Chambers. On a roll call vote Trustees Chambers, Marshall, Fruit, Ziegler, Michener, and Benes voted yes. Motion carried.

XI. Return to Regular Session – At 8:25 P.M., President Block asked for a roll call. Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Chambers, Trustee Marshall, Trustee Fruit, and Trustee Ziegler.

XII. Action from Executive Session –

Approval of Wage Increases for Village Employees for Fiscal Years 2022/2023 – President Block asked for a motion for the approval of wage Increases for Village Employees for Fiscal Year 2022-2023. Trustee Ziegler made a motion for the approval of wage Increases for Village Employees for Fiscal Year 2022-2023, with a 2nd by Trustee Fruit. On a roll call vote Trustees Michener, Benes, Chambers, Marshall, Fruit, and Ziegler voted yes. Motion carried.

XIII. Adjournment – At 8:26 P.M, President Block asked for a motion to adjourn. Trustee Ziegler made a motion to adjourn with a 2nd by Trustee Fruit. On a voice call vote all in favor. Meeting adjourned.

Next Board of Trustees Regular Meeting will be Monday, May 16, 2022 at 7:30 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



05.02.2022

Village Hall Village Board Meeting 7:00pm

**Monthly Police Report
April 2022**

The Kirkland Police Department handled thirty-five (35) reportable calls and one hundred and thirty (130) reportable activities.

We have acquired all of the radar grant equipment. Sgt. Saladino and I need to go through a webinar and then we will look at setting up the trailer and sign.

Officer Holmes is in Firearms Instructor Training class this week

Police Memorial Week –Cherry Valley Mall—Squad 104 will be on display—we have taken 1st place for the Citizens Choice Award in the past so we hope to do that again (see attached flyer)



March 30, 2022

To our friends in the Law Enforcement community:

The Northern Illinois Multi-Jurisdictional Honor Guard and the planning committee for Northern Illinois Police Memorial Week would like to extend an invitation for your agency's participation at CherryVale Mall, Cherry Valley, Illinois, on May 13th, 14th and 15th of 2022, for our 42nd Annual Weekend event.

The breakfast will be held at 8:00 A.M., on May 13th, at the Illinois Bank and Trust Pavilion, located at 1868 Reid Farm Road, Rockford, IL 61107.



The set up time for displays at Cherry Vale Mall will be on Thursday, May 12th, 2022 at 9:00 p.m.

If any agency would like to have representation in the Northern Illinois Multi-Jurisdictional Honor Guard for the Annual Police Memorial Ecumenical Church Service and "Remembrance Breakfast Ceremony" at the Illinois Bank and Trust Pavilion, contact Dan Watton, 815-218-3273 (cell) or 815-885-2770 (home), or you can email him at Wattonized@frontier.com. Please contact Daniel Watton with the name(s) of the individuals and contact information of those Officers representing your agency. In past years, we have been honored to have one or two Officers from each Department and hope to continue this tradition. Additional Information will be provided in reference to training for the individual departments.

Enclosed is the registration form for 2022. This form must be returned by April 22nd, 2022 to the address below. Please note we anticipate an increase in people attending the breakfast. The cost of the breakfast for this committee is determined by the number on people on your registration form, so please be accurate on the number you list. If you have any questions, contact Chairman Daniel Watton (815) 218-3273.

Send To:
Cherry Valley Police Department
806 W State St.
Cherry Valley, IL 61016
Attn: Northern Illinois Multi-Jurisdictional Honor Guard

Sincerely Yours,

Northern Illinois Multi-Jurisdictional Honor Guard
Northern Illinois Police Memorial Week Events Committee

Cherry Valley Police Department • 806 East State Street • Cherry Valley, IL 61016
Attn: Northern Illinois Multi-Jurisdictional Honor Guard
815-332-4286

Village of Kirkland Public Works Report for April 2022

Tasks underway and completed.

- Continued readying equipment for spring activities.
- Ordered material for excavating contractor for sewer point repair and b-box repairs.
- Continued cleaning Public Works Garage and property.
- Working on chlorine contact tank at WWTP getting equipment for May 1st. chlorination to begin.
- Continued Work and maintenance on Trucks and Tractors.
- Control Burned Bull Run Creek Floodwater Compensatory Storage Basins.
- Removed one compromised tree at Pioneer Park.
- Vacuum Excavated Water Valves on Main Street in preparation for Summer 2022 IDOT Resurfacing Program.
- Vacuum Excavated (Cleaned) Storm Water Inlets in Kirkwood Subdivision.
- Power Washed and Vacuum Excavated (Cleaned) the WWTP Wet Well.
- Replaced several compromised Water Meters.
- Continued exercising B-Boxes in preparation for Kirkland Street Replacement Program 2022.
- Continued Work on Kirkland Tree Replacement Program for open areas and visual screening.
- Continued making calls, and meeting contractors for Infrastructure replacement prior to The Kirkland Street Replacement Program. (Fire Hydrants)
- Planning Pedestrian Pathway for Country Meadows through The Bull Run Creek Floodwater Compensatory Storage Area....down the Brennan Drive R.O.W. towards the IDNR and IDOC property north of the Railroad tracks. Public Works will begin excavating the base area for the pathway so that road grindings from the project can be used for base material. This Base Material will be covered with several inches of Ag-lime and compacted creating a smooth tight pathway. At some point the Village of Kirkland may opt to pave the Pathway with asphalt.
- Pathway Excavation began was 2/3 complete before progress was stopped.
- Continued contact with IDNR official that will be point on The Village Pathway system once it reaches IDNR property north of the railroad tracks.
- Continued Planning on The New Kirkland Public Services Building and Area.
- Ordered the remainder of our 2021-2022 Road Salt.
- Dale Miller and Jim Stark began testing and relicensing and certifying their Illinois Department of Agriculture Pesticide Licenses. Both have passed General Standards and some other endorsements and are currently signed up to finish testing.
- Jim Stark spent a day with an IRWA tutor to ready himself for testing for his Class 4 Wastewater license. He will take the test before the end of the month.
- Dale Miller, Joe Caveny, Jim Stark, and Chris Demunn are signed up for more training for continuing education hours next month.

- Jim Stark received tutoring from IRWA in preparation for his Class 4 Wastewater Test.
- Jim Stark Traveled to Springfield and took his test for Certification for his Class 4 Wastewater Operators License. We wish him good luck as he waits for his results.
- Joe Caveny continues calling for estimates on fire hydrant and water apparatus replacement.
- Chris Demunn and part time helpers have begun removing trees on Prairie street that will interfere with curb, storm sewer, and paving during the Kirkland Street replacement Project of 2022-2023.

It has been a very busy Month so far for Public Works as we prepare for a very busy year. 2022-2023 will be a year that will show a great deal of physical projects begin with many completed in this time frame.

- The Village of Kirkland will complete a watermain extension project from the new Resource Bank to the Main Street Watermain on the north side of State Route 72.
- The State of Illinois will be repaving State Route 72 through Kirkland including the parking lanes that the Village of Kirkland is financially responsible.
- The Village of Kirkland will begin contracting Storm Sewers to be installed in the old section of town.
- The Kirkland Street Replacement Program will kick off this year and for year one, will replace most of the streets that have not been updated in the past few years.
- The Kirkland Sidewalk Project will try to replace another whole block of sidewalk this year.
- Public Works will excavate and ready the pathway from Kennedy and Forest Drive Corner Through Behnke Park and Bull Run Floodwater Basins to Rt 72 this year so that street grindings can be used for base material to save a large amount of money purchasing and hauling Gravel. The Grindings will be covered by several inches of compacted AG-lime.
- Public Works will complete Rip Rapping the WWTP.
- Public Works will complete the installation of the new salt storage building and the aggregate material storage bins once the area is paved at the New Public Services Lot. With Luck the Village of Kirkland may be able to construct the Public Works Building Shell this year. This would allow for mechanicals and interior to be installed as time and money allowed.
- Sanitary Manholes on State Route 72 will be reconstructed and /or relined as necessary.
- The second Lift Pump at the WWTP will be pulled and rebuilt with the rebuilt pump and motor being reinstalled. Public Works would like to install an additional electric Maintenance pump in the wet well.
- The Scada system should be finished this year once the Stainless-steel control panels for the WWTP and Well #2 are finished.
- Public Works would like to begin the Tree replacement Program in our Park areas and open areas. The Village has an opportunity to plant screening buffers between some areas and plant beautiful ornamental trees as well as singular trees that will grow into large specimens like oaks and beeches in other areas.

This is a large list of projects to work on and does not include many smaller projects like the downtown beautification. (Street Light Flowerpot hangers, more flower planters, Seasonal Banners, and Flowers around our Village of Kirkland Signs.) Painting of curbs and fire hydrants. Replacing signs which are too low by law and weathered.

Public Works is up to the tasks listed. Thank you for your continuing support.

A handwritten signature in black ink, appearing to read 'Dale E. Miller', with a long horizontal flourish extending to the right.

Dale E. Miller