# VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

## FINANCE & PUBLIC WORKS COMMITTEE

**Monday, February 08, 2021 - 6:30 PM**

200 N. Hill Street, Poplar Grove, IL 61065

## MINUTES

**CALL TO ORDER**
Meeting was called to order at 6:35pm by President Owen Costanza

**ROLL CALL**
PRESENT
President Owen Costanza
Finance Chairman Eric Miller
Chairman Ron Quimby
Trustee Jeff Goings
Trustee David Allgood
Trustee James Wehrle
Clerk Karri Anderberg
Attorney Roxanne Sosnowski
Public Works Director Mitch Hilden
Treasurer Carina Boyd
Engineer Chris Dopkins
ABSENT
Trustee Ed Wethington

**APPROVAL OF PHONE PARTICIPATION (Roll Call)**
No Phone Participation

**APPROVAL OF AGENDA (Voice Vote)**
Motion made by Trustee Goings, Seconded by Finance Chairman Miller. Motion was passed by voice vote.

**APPROVAL OF MINUTES (Voice Vote)**
1. Motion to approve Finance and Public Works Committee minutes from January 11, 2021

Motion made by Trustee Goings, Seconded by Chairman Quimby. Motion passed by voice vote.

**PUBLIC COMMENT** *Public Comment is encouraged. The Village Board will receive comments from the public, pursuant to State Statutes. Comments will be limited to five minutes on topics relating to the Village of Poplar Grove. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion or consideration.*

No public comment

**DEPARTMENT REPORTS**

2. Public Works, Mitch Hilden
   No questions
3. Engineer, McMahon
   No questions
4. Wastewater, Test Inc
   No questions
5. Treasurer, Carina Boyd
   a local fundraiser has been scheduled for February 25, 2021 which is currently our budget workshop. Treasurer Boyd would like to know if she should reschedule the meeting. Board agreed to push the workshop back a week to March 4, 2021 at 6:00 pm

**NEW BUSINESS**

6. Discussion and possible recommendation to the Village Board to approve waiver of past due bill for 537 Prairie Point.
   Motion made by Finance Chairman Miller, Seconded by Trustee Allgood. Motion passed by voice vote.
   Trustee Miller stated homeowner wrote a letter stating that the home was bought and home was still occupied by pervious tenants. Homeowner feels he should not be responsible for the water bill.
   Homeowner was not present at the meeting.
   Motion made by Finance Chairman Miller, Seconded by Trustee Goings to table item. Motion was passed by voice vote.

7. Discussion and possible recomendtion to the Village Board to approve check disbursement in the amount of $149,869.80 in AP checks, $12,219.22 in Insurance Expense checks, and $7,853.15 in EFTS. Grand Total: $169,942.17
   Motion made by Finance Chairman Miller, Seconded by Trustee Wehrle. Motion passed by voice vote.

8. Discussion and possible recommendation to the Village Board to approve **Resolution 21-04** a resolution of the Village of Poplar Grove, Illinois approving an engagement agreement with Lauterbach & Amen LLP for financial audit services

Motion made by Finance Chairman Miller, Seconded by Trustee Allgood. Motion passed by voice vote.
Chairman Quimby asked if the Village needed to go out for bid for a new Financial audit company.
Treasurer Boyd would like one more year with Laterbach & Amen so that the Village can finish the two items on the management letter.

9. Discussion and possible recommendation to the Village Board to approve **Resolution 21-05** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Bufalo Contracting, Inc for restoration and remodeling services
Motion made by Finance Chairman Miller, Seconded by Chairman Quimby. Motion passed by voice vote.
Trustee Goings asked what will be done.
Clerk Anderberg stated the treasurers office, Clerks office and Public Works Director area will be painted and re carpeted. The Front area, all three bathrooms and hallway will be painted. The hallway cabinets will be painted and outlets will be added.

10. Discussion and possible recommendation to the Village Board to approve **Resolution 21-06** a resolution of the Village of Poplar Grove resolving enter into a professional service agreement for design and construction engineering services for the 2021 Pavement Maintenance program
Motion made by Finance Chairman Miller, Seconded by Trustee Allgood. Motion passed by voice vote.

11. Discussion and possible recommendation to the Village Board to approve **Resolution 21-07** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the purchase and installation of additional office workstations and seating with Boss office Products
Motion made by Finance Chairman Miller, Seconded by Chairman Quimby. Motion passed by voice vote.

12. Discussion on Melrose Pyrotechnics and the 2021 Neighbors Night
Motion made by Finance Chairman Miller, Seconded by Chairman Quimby. Motion passed by voice vote.
President Costanza asked the board to do the 17 minute show at $12,000. Trustee Goings and President Costanza stated that they will get sponsors for the show. Goings stated that the 15 minute show the Village had was the best of the summer and had over 1000 people attend.
June 12 will be neighbors night.
Clerks office will reach out to Melrose to get the contract and have Sosnowski office review it.

**ADJOURNMENT (Voice Vote)**

KJA MM/DD/YYYY

Motion made by Finance Chairman Miller, Seconded by Trustee Goings. Motion passed by voice vote
meeting adjourned at 7:03pm