VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

COMMITTEE OF THE WHOLE

Monday, October 11, 2021 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from September 13, 2021 committee of the whole meeting

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.*

DEPARTMENT REPORTS - ADMINISTRATION

2. Clerk, Karri Anderberg
3. Code and Permit, B&F

OLD BUSINESS - ADMINISTRATION

4. Discussion and possible recommendation to the village board to approve **Ordinance 2021-31** an ordinance amending title 8, zoning, chapter 8, height and area regulations and yard exceptions; of the Village of Poplar Grove municipal code

NEW BUSINESS - ADMINISTRATION

5. Discussion and possible recommendation to the village board to approve **Ordinance 2021-32** an ordinance granting a map amendment from the R-1, single - family residential 1 district to the GB, general business district (105 East Grove Street)

6. Discussion and possible recommendation to the village board to approve **Ordinance 2021-33** an ordinance granting a special use for an animated sign within the GB general business district (105 East Grove Street)

7. Discussion and possible recommendation to the village board to approve **Ordinance 2021-34** an ordinance of the Village of Poplar Grove Illinois amending article II business and license regulations, chapter 2 liquor control of the Village of Poplar Grove code of ordinances

8. Discussion and possible to the village board to approve **Resolution 2021-51** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the first amended agreement between the Village of Poplar Grove and the Poplar Grove Lions Charities INC. a/k/a The Poplar Grove Lions Club

9. Discussion on 2021 IML Conference

10. Discussion on social media policy for the Village of Poplar Grove

11. Discussion on Christmas Committee

12. Discussion and possible recommendation to village board to approve Poplar Grove Elementary School request for no left turn sign on Ray Street

DEPARTMENT REPORTS - FINANCE

13. Engineer, McMahon
14. Waste Water, Test
15. Public Works, Mitch Hilden
16. Treasurer, Carina Boyd

OLD BUSINESS - FINANCE

17. Discussion and possible recommendation to the village board to approve water bill reduction for 14023 Ashwin Lane

NEW BUSINESS - FINANCE

18. Discussion and possible recommendation to the village board to approve sewer bill credit in the amount of $543.10 for 408 Scarlet Drive

19. Discussion and possible recommendation to the village board to approve Municipal Electric Aggregation Program

20. Discussion and possible recommendation to the village board to approve **Resolution 2021-50** a resolution of the Village of Poplar Grove resolving to accept proposal of Majestic Asphalt to enact repairs to the asphalt walking path at Lions Park

21. Discussion and possible recommendation to the village board to approve **Resolution 2021-52** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute a contract with Point & Pay for e-payment services

22. Discussion and possible recommendation to the village board to approve **Resolution 2021-53** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the addition of a camera to village hall to view the dog park.

23. Discussion and possible recommendation to the village board to approve check disbursement for payments scheduled to be paid prior to October 31, 2021 in the amount of $349,687.54 in AP checks, $13,195.43 in insurance expense checks, and $7,853.15 EFTS for a total of $370,734.20

ADJOURNMENT (Voice Vote)

KJA 10/8/2021

VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

COMMITTEE OF THE WHOLE

Monday, September 13, 2021 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER
Meeting was called to order by Clerk Anderberg at 6:34pm

ROLL CALL
PRESENT
Admin Chairman Ron Quimby
Finance Chairman Eric Miller
Trustee Jeff Goings
Trustee Ed Wethington
Trustee Dan Cheek
Attorney David Kurlinkus
Clerk Karri Anderberg
Treasurer Carina Boyd

Public Works Director Mitch Hilden
Engineer Chris Dopkins

APPROVAL OF PHONE PARTICIPATION (Roll Call)
No Phone Participation

APPROVAL OF AGENDA (Voice Vote)
Motion made by Trustee Wethington, Seconded by Finance Chairman Miller. Motion was passed by voice vote.
Motion made by Trustee Goings, Seconded by Finance Chairman Miller to add discussion of the president report under new business administration. Motion was passed by voice vote.

APPROVAL OF MINUTES (Voice Vote)
1. Motion to approve August 9, 2021 meeting minutes

Motion made by Finance Chairman Miller, Seconded by Trustee Goings. 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.*

David Allgood - Wants an update on campaign promises. What roads has the President fixed? where is the President Sattler at with salary cuts that he promised.

Walter Swietilk - Would like to see the board save for the next snow plow. Mr. Swietilk would like the board to budget for a replacement of the next snow plow over the next couple of years.

DEPARTMENT REPORTS - ADMINISTRATION

2. Clerk, Karri Anderberg
   No questions for the Clerk
3. Code and Permit, B&F
   No questions for B&F

NEW BUSINESS - ADMINISTRATION

4. Discussion and Possible Recommendation to the Village Board to approve Poplar Entertainment, Inc. d/b/a Grove Gaming Class BB
   Motion made by Finance Chairman Miller, Seconded by Trustee Wethington. Motion passed by voice vote.
   Mark Stefanic and Attorney David Castegnaro was present for Poplar Grove Entertainment.
   Clerk Anderberg explained that there was one change to the application. The contact person will know be David Castegnaro.
5. Motion to approve **Ordinance 2021-24** an ordinance of the Village of Poplar Grove authorizing a twelve month extension of the special use permit for a solar farm at 4324 Illinois route 173 (east half) previously approved by ordinance 2020-25
   Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller. Motion passed by voice vote.
   Jon Carson from Trajectory Energy gave updated stating that the Governor signed a bill for more funding for solar. The project with Poplar Grove will be partially funded by the bill.

6. Discussion and possible recommendation to the village board to approve **Ordinance 2021-25** an ordinance of the Village of Poplar Grove authorizing a twelve-month extension of the special use permit for a solar farm at 2424 Illinois Route 173 (west half) previously approved by ordinance 2020-26

Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller. Motion passed by voice vote.

7. Discussion and possible recommendation to the village board to approve **Ordinance 2021-28** an ordinance of the Village of Poplar Grove, Illinois amending title 1 - administration, chapter 5 - village board of trustees, section 1-5-4 of the village's code of ordinances
Motion made by Admin Chairman Quimby, Seconded by Trustee Cheek. Motion passed b voice vote.
Walter Swietlik - Would like some more information on this ordinance. He was confused when he read it. Trustee Quimby explained the ordinance and reasoning behind it.
8.1 - Discussion of President Report
Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.
Trustee Goings has asked that President Sattler start supply a president report monthly just like the other departments do so that the board can see what he is doing. President Sattler Said that would not be a problem.

DEPARTMENT REPORTS - FINANCE

8. Public Works, Mitch Hilden
No questions for Mitch
9. Engineer, McMahon
Dopkins gave un update on the park street repairs. Dopkins explained that a broken drain tile was found when doing the project and will need to be fixed in our 2022/2023 budget. Dopkins thinks the repairs will cost around $150,000.
Dopkins also brought up a state street and main street project that he would like to get down before winter hits. In May of this year, we prepared a simple set of drawings/specifications and requested proposals from a number of qualified contractors. Only two contractors submitted proposals which ranged from $125k to $175k, and staff felt that the costs were not representative of the work. After close and careful consideration, staff feels that a better approach is to partner with a group of contractors in order to complete the project on a time and expense basis. In doing so, the Village could realize cost savings if things go well. On the other hand, the Village is essentially removing risk from the contractor and should things not go well the Village could very well incur additional costs. That said, at least the Village will be paying for costs that were actually required in order to carry out the project vs. paying for the potential risk of the project.

Dopkins has asked the board to have a special meeting to approve the project so Hilden and himself can start right away. Board agreed to have a meeting on September 21, 2021 at 630pm.
10. Waste Water, Test INC
no questions for test.
11. Treasurer, Carina Boyd
no questions for Carina

NEW BUSINESS - FINANCE

12. Discussion and possible recommendation to the village board to approve water bill relief for 14023 Ashwin Lane
    Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
    Nick Pappalardo - homeowner of the property is asking for relief on his water bill. He states that he fills its a billing error. Staff said there was a double billing error when he first moved in but has since been fixed and that his bill is now correct. Staff stated that they did call him when his water bill spiked so he could check for a leak.
    Trustee miller would like to see Octobers bill to see if it was a leak and if it has been fixed.
    Motion made by Finance Chairman Miller, Seconded by Trustee Wethington to table to october cow meeting. motion passed by voice vote.

13. Discussion and possible recommendation to the Village Board to approve check disbursement in the amount of $308,530.55 in AP checks, $13,193.43 in insurance expense checks and $7,853.15 in EFTS for a total of $329,577.13
    Motion made by Finance Chairman Miller, Seconded by Trustee Wethington. Motion passed by voice vote.

14. Discussion and possible recommendation to the village board to approve **Ordinance 2021-29** an ordinance establishing the Village of Poplar Grove special service area number 1
    Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
    Motion passed by voice vote.

15. Discussion and possible recommendation to the village board to approve **Resolution 2021-47** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement for connection to the Village water supply with Oak Lawn MHP, LLC
    Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
    Motion passed by voice vote.
    David Allgood- Is concerned the amount of money that the Village is charging Oak Lawn. He is concerned that fee will be passed on to the oak lawn residents and most cant afford the water bill currently.
    Dopkins explained how the number became to be and what the next steps where.

ADJOURNMENT (Voice Vote)

KJA 09/10/2021
Motion made by Admin Chairman Quimby, Seconded by Trustee Wethington. Motion passed by voice vote.
meeting adjourned at 7:49pm

VILLAGE OF POPLAR GROVE

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200 Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815)765-3571
www.villageofpoplargrove.com

September 2021

Clerk Monthly Report

General

IML was this month. We had some great classes while down there. Roxanne's office had a great presentation on social media policy. The clerk's office will be working with Roxanne's office to put a social media policy in place.

FOIA

We had 3 FOIA

1. Robin- Connie Description of requested public records: Issued building permits for both commercial and residential with a value of 100,000.00 and up. This request would like all information pertaining to these such as contractor name and addresses, property number, owner of said property, subdivision name and lot number if residential, residential demo permits. I would prefer this report by email. I am disclosing that this request is for commercial purposes.
2. Please advise if there are any Liens/Special assessments (open invoices) that are not recorded on the tax bill and / or if any special assessments have been transferred to the county to be assessed to the property taxes such as weeds, tall grass mowing, fees, fines etc for the below stated property. 209 Briarwood
   Please provide us with any information regarding lawn mowing fees, impact fees; utility account balances (Water, Sewer and Trash) for the property listed below.
3. Michael Bazz- Check your records and let us know if there are any open code violations, any citations, or tickets issues for lot mowing: clean up charges etc, any open water bills or special assessments on the property for 383 Prairie Knoll Dr.

PERMITS

For the month of August, we had 26 residential permits. We issued 6 stop work orders for the month of September. With the nice weather we are still seeing pools, decks and fences.

CODE

For the Month of September, we sent out 5 Notice of Violations. 3 of come into compliance. 1 we have given extra time to clean up the property and one is pulling a permit to fix the issue. B&F put 28 noncompliance stickers residents' doors. All of which have come into compliance.

We have started the demo process for 203 S State. The first inspection will take place the first week of October.

B&F CONSTRUCTION CODE SERVICES, INC.

Building & Fire Protection Plan Review

Training • Inspections • Code Consulting

To: Karri Anderberg – Village Clerk

From: Kenneth Garrett – Vice President – B & F Construction Code Services, Inc.

Date: October 6, 2021

Re: Monthly Report – September

Summary

We are continuing to work on the hangars at the airport that were converted into a residential use(s). Mortimer's Road House has submitted a contract for an engineer to provide signed and sealed drawings. We have not received anything drawings as of yet. Will send a follow-up letter to them. We are almost finished with the draft for the new building code. Hopefully in November we will be complete. A couple items remain to be resolved. I had met with the owner of the property at 76/173 regarding the garage sales at that property. The number of permits, inspections and code enforcement equaled 190. This number decreased from 252 last month to 190 this month.

Below are the statistics for the month of September.

Category	
Complaints	8
Verbal/Written Warnings	28
Permits Issued	26
Court Tickets Issued	0
Meetings	3
Phone Calls/Admin. (Mondays only)	0
B&F Inspections	119
Stop Work Orders	6
Total	***190***

Poplar Grove - Code enforcement - Travel- 1.00X7 ...0
20.84
27.84

B & F Construction Code Services, Inc.

Project Report

Project Number: 3121469

Report Date Range: 09/01/2021 - 09/30/2021

Inspection Report By Project Code

Employee 1551 **Vincent Gallo**

Date	Inspection Description		Address	Start Time	End Time	Total Time
9/1/2021						
09/01/2021	Code Compliance	Commercial	200 Hill Street	10:55	13:15	2.33
09/01/2021	Code Compliance	Commercial	200 Hill Street	14:15	15:30	1.25
				Total Time For Date 9/1/2021:		**3.58**
9/8/2021						
09/08/2021	Code Compliance	Commercial	200 Hill Street	10:50	11:30	0.67
09/08/2021	Code Compliance	Commercial	200 Hill Street	11:40	12:35	0.92
09/08/2021	Code Compliance	Commercial	200 Hill Street	13:35	15:30	1.92
				Total Time For Date 9/8/2021:		**3.51**
9/13/2021						
09/13/2021	Code Compliance	Commercial	200 Hill Street	10:30	12:15	1.75
09/13/2021	Code Compliance	Commercial	200 Hill Street	14:30	15:30	1.00
				Total Time For Date 9/13/2021:		**2.75**
9/15/2021						
09/15/2021	Code Compliance	Commercial	200 Hill Street	10:50	11:30	0.67
09/15/2021	Code Compliance	Commercial	200 Hill Street	11:45	12:05	0.33
09/15/2021	Code Compliance	Commercial	200 Hill Street	13:20	13:40	0.33
09/15/2021	Code Compliance	Commercial	200 Hill Street	14:00	15:30	1.50
				Total Time For Date 9/15/2021:		**2.83**
9/20/2021						
09/20/2021	Code Compliance	Commercial	200 Hill Street	11:20	12:10	0.83
09/20/2021	Code Compliance	Commercial	200 Hill Street	13:10	15:30	2.33
				Total Time For Date 9/20/2021:		**3.16**
9/24/2021						
09/24/2021	Code Compliance	Commercial	200 Hill Street	10:50	12:00	1.17

Project Number: 3121469

Report Date Range: 09/01/2021 - 09/30/2021

Inspection Report By Project Code

Employee 1551 **Vincent Gallo**

Date	Inspection Description		Address	Start Time	End Time	Total Time
09/24/2021	Code Compliance	Commercial	200 Hill Street	13:00	14:30	1.50
09/24/2021	Code Compliance	Commercial	200 Hill Street	14:50	15:30	0.67
				Total Time For Date 9/24/2021:		**3.34**
9/27/2021						
09/27/2021	Code Compliance	Commercial	200 Hill Street	11:30	12:00	0.50
09/27/2021	Code Compliance	Commercial	200 Hill Street	12:40	13:50	1.17
				Total Time For Date 9/27/2021:		**1.67**
			Total Hours for Project 3121469:			**20.84**

CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING

2420 Vantage Drive
Elgin, IL 60124

847-428-7010 Main
847--428-3151 FAX

INSPECTION REPORT

Date Range: 09/01/2021 - 09/30/2021

Poplar Grove - Code Enforcement

Wednesday, September 1, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance	Code Enforcement	☐	Gallo	Status Meeting	343737	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance	Code Enforcement	☐	Gallo	Status Meeting	343737	0.00
Summary for 'Inspection Date' = 9/1/2021 (2 detail records)					0				0.00

Wednesday, September 8, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance	Code Enforcement	☐	Gallo	Status Meeting	343778	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance	Code Enforcement	☐	Gallo	Status Meeting	343778	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance	Code Enforcement	☐	Gallo	Status Meeting	343778	0.00
Summary for 'Inspection Date' = 9/8/2021 (3 detail records)					0				0.00

Monday, September 13, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Status Meeting	343801	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Status Meeting	343801	0.00

Summary for 'Inspection Date' = 9/13/2021 (2 detail records)					0					0.00

Wednesday, September 15, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	345668	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	345668	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	345668	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	345668	0.00
Summary for 'Inspection Date' = 9/15/2021 (4 detail records)					0				0.00

Monday, September 20, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Status Meeting	345690	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Status Meeting	345690	0.00
Summary for 'Inspection Date' = 9/20/2021 (2 detail records)					0				0.00

Friday, September 24, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	349111	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	349111	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	349111	0.00
Summary for 'Inspection Date' = 9/24/2021 (3 detail records)					0				0.00

Poplar Grove - Code Enforcement

Monday, September 27, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	343954	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Gallo	Approved	343954	0.00
Summary for 'Inspection Date' = 9/27/2021 (2 detail records)					0				0.00

Total Inspections 18

Total Reinspections 0

Total Amount Due 0.00

CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING

2420 Vantage Drive
Elgin, IL 60124

847-428-7010 Main
847--428-3151 FAX

INSPECTION REPORT

Date Range: 09/01/2021 - 09/30/2021

Village of Poplar Grove

Wednesday, September 1, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
441 Ironwood Drive	2021-38*	Residential	Deck Rough		☐	Gallo	Approved	343729	0.00
421 Live Oak Lane	2021-233*	Residential	Foundation Backfill		☐	Gallo	Approved	343730	0.00
319 W. Main Street	2021-203	Residential	Deck Final		☐	Gallo	Approved	343731	35.00
418 Sherman	-	Residential	Stop Work Order		☐	Gallo	Status Meeting	343732	35.00
413 Pin Oak	2021-279	Residential	Driveway Rough		☐	Gallo	Approved	343733	35.00
14000 Primrose Place	2021-271	Residential	Deck Final		☐	Gallo	Approved	343734	35.00
4135 milkweed Drive	2021-240	Residential	Electric Final	Pool	☐	Gallo	Approved	343735	35.00
515 Birch Street	-	Residential	Stop Work Order	No Permit for Fenc	☐	Gallo	Status Meeting	343736	35.00
455 Burled Wood	2021-272	Residential	Plumbing Final	RPZ & New Meter	☐	Patton	Approved	344604	35.00
421 Live Oak Lane	2021-233*	Residential	Underground Plumbing		☐	Patton	Approved	344605	0.00
430 Blue Spruce Drive	2021-234*	Residential	Underground Plumbing		☐	Patton	Approved	344606	0.00
426 Blue Spruce Drive	2021-232*	Residential	Underground Plumbing		☐	Patton	Approved	344607	0.00
434 Blue Spruce	2021-236*	Residential	Underground Plumbing		☐	Patton	Approved	344608	0.00
427 Blue Spruce Drive	2021-235*	Residential	Underground Plumbing		☐	Patton	Approved	344609	0.00

Village of Poplar Grove

Summary for 'Inspection Date' = 9/1/2021 (14 detail records)									0	245.00

Thursday, September 2, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
309 Oak Street	2021-138	Residential	Plumbing Rough	Basement remodel	☐	Del Principe	Approved	233062X	35.00
213 starfire	2021-288	Residential	Concrete Pre-Pour	Front porch steps	☐	Gallo	Approved	343741	35.00
299 spring meadow	2021-282	Residential	Building Final	Patio door	☐	Gallo	Approved	343742	35.00
427 Shaded Rue	2021-267	Residential	Brick Paver Patio- Final		☐	Gallo	Approved	343743	35.00
213 English Oak	2021-50*	Residential	Electrical Rough		☐	Gallo	Approved as Noted	343744	0.00
213 English Oak	2021-50*	Residential	Mechanical Rough		☐	Gallo	Approved as Noted	343744	0.00
213 English Oak	2021-50*	Residential	Building Rough		☐	Gallo	Approved as Noted	343744	0.00
209 English Oak	2021-49*	Residential	Electrical Rough		☐	Gallo	Approved as Noted	343745	0.00
209 English Oak	2021-49*	Residential	Mechanical Rough		☐	Gallo	Approved as Noted	343745	0.00
209 English Oak	2021-49*	Residential	Building Rough		☐	Gallo	Approved as Noted	343745	0.00
Summary for 'Inspection Date' = 9/2/2021 (10 detail records)									0	140.00

Friday, September 3, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
441 Ironwood Drive	2021-38*	Residential	Plumbing Final		☐	Del Principe	Approved	339509	0.00
417 Live Oak	2020-205*	Residential	Plumbing Final		☐	Del Principe	Approved	339510	0.00
312 S. State Street	2021-95	Residential	Building Final	Patio (Electric for H	☐	Gallo	Approved	343754	35.00
312 S. State Street	2021-95	Residential	Electric Final	Patio (Electric for H	☐	Gallo	Approved	343754	35.00
309 Oak Street	2021-138	Residential	Mechanical Rough		☐	Gallo	Approved	343755	35.00

309 Oak Street	2021-138	Residential	Electrical Rough	☐	Gallo	Approved	343755	35.00
309 Oak Street	2021-138	Residential	Building Rough	☐	Gallo	Approved	343755	35.00
Summary for 'Inspection Date' = 9/3/2021 (7 detail records)				0				175.00

Tuesday, September 7, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
4133 chandan Bouleva	2021-285	Residential	Post Holes - Fence		☐	Gallo	Approved	343759	35.00
445 Ironwood	2021-132*	Residential	Insulation		☐	Gallo	Approved	343760	0.00
Summary for 'Inspection Date' = 9/7/2021 (2 detail records)					0				35.00

Wednesday, September 8, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
427 Blue Spruce Drive	2021-235*	Residential	Concrete Pour		☐	Gallo	Approved	343771	0.00
421 Live Oak Lane	2021-233*	Residential	Concrete Pour		☐	Gallo	Approved	343772	0.00
430 Blue Spruce Drive	2021-234*	Residential	Concrete Pre-Pour		☐	Gallo	Approved	343774	0.00
426 Blue Spruce Drive	2021-232*	Residential	Concrete Pour		☐	Gallo	Approved	343775	0.00
219 Ridgestone Trail	-	Residential	Stop Work Order	Walkway/Stoops/Po	☐	Gallo	Status Meeting	343776	35.00
219 English Oak	2021-294	Residential	Fence Final		☐	Gallo	Approved	343777	35.00
434 Blue Spruce	2021-236*	Residential	Building Rough		☐	Gallo	Approved	343778	0.00
206 Ridgestone Trail	2021-268	Residential	Plumbing Final	Gas Line/pool	☐	Patton	Approved	344662	35.00
Summary for 'Inspection Date' = 9/8/2021 (8 detail records)					0				105.00

Village of Poplar Grove

Thursday, September 9, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
418 Maple Leaf	2020-182*	Residential	Plumbing Final		☐	Del Principe	Failed	339532	0.00
206 Cobblestone	2021-191*	Residential	Plumbing Rough		☐	Del Principe	Approved	339533	0.00
445 Ironwood	2021-132*	Residential	Post Holes - Deck		☐	Gallo	Approved	343779	0.00
436 Ironwood	2021-39*	Residential	Post Holes - Deck		☐	Gallo	Approved as Noted	343780	0.00
209 English Oak	2021-49*	Residential	Post Holes - Deck		☐	Gallo	Approved	343781	0.00
213 English Oak	2021-50*	Residential	Post Holes - Deck		☐	Gallo	Approved as Noted	343782	0.00
309 Oak Street	2021-138	Residential	Insulation		☐	Gallo	Approved	343783	35.00
206 Cobblestone	2021-191*	Residential	Building Rough		☐	Gallo	Approved as Noted	343784	0.00
206 Cobblestone	2021-191*	Residential	Electrical Rough		☐	Gallo	Failed	343784	0.00
206 Cobblestone	2021-191*	Residential	Mechanical Rough		☐	Gallo	Approved as Noted	343784	0.00
418 Maple Leaf	2020-182*	Residential	Building Final		☐	Gallo	Approved as Noted	343786	0.00
1012 Beech Bay Road	2021-273	Residential	Concrete Pre-Pour	Driveway	☐	Gallo	Approved	343787	35.00
220 English Oak	2021-242	Residential	Building Final	Solar	☐	Gallo	Approved	343788	35.00
220 English Oak	2021-242	Residential	Electric Final	Solar	☐	Gallo	Approved	343788	35.00
Summary for 'Inspection Date' = 9/9/2021 (14 detail records)					0				140.00

Friday, September 10, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
311 Britnie Drive	2021-209	Residential	Concrete - Drivewy./Walk		☐	Gallo	Approved	343791	35.00
210 Sherman Lane	2021-275	Residential	Roof Final		☐	Gallo	Approved	343792	35.00

210 Sherman Lane	2021-135	Residential	Window Replacement		☐	Gallo	Approved	343793	35.00
Summary for 'Inspection Date' = 9/10/2021 (3 detail records)					0				105.00

Monday, September 13, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
420 Stone Hollow Driv	2021-276	Residential	Driveway Final		☐	Gallo	Approved	343797	35.00
209 English Oak	2021-49*	Residential	Insulation		☐	Gallo	Approved as Noted	343798	0.00
213 English Oak	2021-50*	Residential	Insulation		☐	Gallo	Approved	343799	0.00
5151 Orth Road	-	Commercial Level 1	Stop Work Order		☐	Gallo	Status Meeting	343800	35.00
3000A Trillium	2021-260	Residential	Deck Final		☐	Gallo	Approved	345652	35.00
209 W. Park	2021-16	Residential	Roof Final		☐	Gallo	Approved	345653	35.00
Summary for 'Inspection Date' = 9/13/2021 (6 detail records)					0				140.00

Tuesday, September 14, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
259 Titleist Trail	2021-107	Residential	Plumbing Final	Finish basement	☐	Patton	Approved	344628	35.00
219 Ridgestone Trail	2021-299	Residential	Building Final	Porch/steps/walkwa	☐	Gallo	Approved	345655	35.00
259 Titleist Trail	2021-107	Residential	Electric Final	Finish basement	☐	Gallo	Approved	345656	35.00
259 Titleist Trail	2021-107	Residential	Mechanical Final	Finish basement	☐	Gallo	Approved	345656	35.00
206 Cobblestone	2021-191*	Residential	Insulation		☐	Gallo	Approved	345657	0.00
Summary for 'Inspection Date' = 9/14/2021 (5 detail records)					0				140.00

Village of Poplar Grove

Wednesday, September 15, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
430 Blue Spruce Drive	2021-234*	Residential	Sewer		☐	Patton	Approved	344629	0.00
430 Blue Spruce Drive	2021-234*	Residential	Water Service		☐	Patton	Approved	344629	0.00
426 Blue Spruce Drive	2021-232*	Residential	Water Service		☐	Patton	Approved	344631	0.00
426 Blue Spruce Drive	2021-232*	Residential	Sewer		☐	Patton	Approved	344631	0.00
434 Blue Spruce	2021-236*	Residential	Water Service		☐	Patton	Approved	344632	0.00
434 Blue Spruce	2021-236*	Residential	Sewer		☐	Patton	Approved	344632	0.00
427 Blue Spruce Drive	2021-235*	Residential	Sewer		☐	Patton	Approved	344650	0.00
427 Blue Spruce Drive	2021-235*	Residential	Water Service		☐	Patton	Approved	344650	0.00
421 Live Oak Lane	2021-233*	Residential	Sewer		☐	Patton	Approved	344651	0.00
421 Live Oak Lane	2021-233*	Residential	Water Service		☐	Patton	Approved	344651	0.00
441 Ironwood Drive	2021-38*	Residential	Building Final		☐	Gallo	Failed	345661	0.00
441 Ironwood Drive	2021-38*	Residential	Electric Final		☐	Gallo	Approved	345662	0.00
441 Ironwood Drive	2021-38*	Residential	Mechanical Final		☐	Gallo	Approved	345662	0.00
413 Pin Oak	2021-279	Residential	Driveway Final		☐	Gallo	Approved	345663	35.00
435 Old Orchard	-	Residential	Stop Work Order	No permit	☐	Gallo	Status Meeting	345664	35.00
428 Sherman Lane	-	Residential	Stop Work Order	No permit	☐	Gallo	Status Meeting	345665	35.00
403 Brook Linsee Lan	2021-296	Residential	Roof Rough		☐	Gallo	Approved	345666	35.00
4431 Il Route 173	2021-14	Commercial Level 1	Building Final	Mini storage bldg	☐	Gallo	Approved as Noted	345667	80.00
Summary for 'Inspection Date' = 9/15/2021 (18 detail records)					**0**				**220.00**

Village of Poplar Grove

Thursday, September 16, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
465 Old Orchard Lane	2021-180*	Residential	Plumbing Rough		☐	Del Principe	Approved as Noted	339553	0.00
Summary for 'Inspection Date' = 9/16/2021 (1 detail record)					0				0.00

Friday, September 17, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
213 starfire	2021-288	Residential	Building Final	Porch/stair	☐	Gallo	Approved	345678	35.00
436 Ironwood	2021-39	Residential	Deck Rough		☐	Gallo	Approved	345679	35.00
468 Old Orchard	2021-109*	Residential	Concrete Pour (Stoops)		☐	Gallo	Approved	345680	0.00
468 Old Orchard	2021-109*	Residential	Concrete Pour/Garage		☐	Gallo	Approved	345681	0.00
209 English Oak	2021-49*	Residential	Deck Rough		☐	Gallo	Approved	345682	0.00
213 English Oak	2021-50*	Residential	Deck Rough		☐	Gallo	Approved	345683	0.00
Summary for 'Inspection Date' = 9/17/2021 (6 detail records)					0				70.00

Monday, September 20, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
206 Cobblestone	2021-191*	Residential	Concrete Pre-Pour	fnt stoop/servicewal	☐	Gallo	Approved	345686	0.00
4163 Sawtooth Trail	-	Residential	Pre-Construction Meeting	Basement	☐	Gallo	Status Meeting	345687	35.00
441 Ironwood Drive	2021-38*	Residential	Building Final		☑	Gallo	Approved	345688	35.00
4135 milkweed Drive	2021-240	Residential	Pool Final	Pool	☐	Gallo	Approved	345689	35.00
Summary for 'Inspection Date' = 9/20/2021 (4 detail records)					1				105.00

Village of Poplar Grove

Tuesday, September 21, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
4129 Cornflower	2021-18	Residential	Building Final		☐	Gallo	Approved	345691	35.00
4129 Cornflower	2021-18	Residential	Mechanical Final		☐	Gallo	Approved	345691	35.00
4129 Cornflower	2021-18	Residential	Electric Final		☐	Gallo	Approved	345691	35.00
529 Waco Way	2021-250	Residential	Driveway Rough		☐	Gallo	Approved	345692	35.00
318 W. Main Street	2021-230	Residential	Driveway Rough		☐	Gallo	Approved	345693	35.00
Summary for 'Inspection Date' = 9/21/2021 (5 detail records)					0				175.00

Wednesday, September 22, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
103 Boeing Trail	2021-239*	Residential	Electric Service	Garage	☐	Maya	Approved as Noted	340620	0.00
102 Cobblestone	2021-255	Residential	Electric Final	Generator	☐	Maya	Approved as Noted	340621	35.00
4129 Cornflower	2021-18	Residential	Plumbing Final		☐	Patton	Approved	347758	35.00
Summary for 'Inspection Date' = 9/22/2021 (3 detail records)					0				70.00

Friday, September 24, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
427 Blue Spruce Drive	2021-235*	Residential	Concrete Pour/Garage		☐	Gallo	Approved	349101	0.00
434 Blue Spruce	2021-236*	Residential	Concrete Pour/Garage		☐	Gallo	Approved	349102	0.00
430 Blue Spruce Drive	2021-234*	Residential	Concrete Pour/Garage		☐	Gallo	Approved	349103	0.00
426 Blue Spruce Drive	2021-232*	Residential	Concrete Pour/Garage		☐	Gallo	Approved	349104	0.00
421 Live Oak Lane	2021-233*	Residential	Concrete Pour/Garage		☐	Gallo	Approved	349105	0.00

Village of Poplar Grove

417 Live Oak	2020-205*	Residential	Building Final		☐	Gallo	Approved	349106	0.00
417 Live Oak	2020-205*	Residential	Mechanical Final		☐	Gallo	Approved	349106	0.00
417 Live Oak	2020-205*	Residential	Electric Final		☐	Gallo	Approved	349106	0.00
209 English Oak	2021-49*	Residential	Mechanical Final		☐	Gallo	Failed	349107	0.00
213 English Oak	2021-50*	Residential	Mechanical Final		☐	Gallo	Approved	349108	0.00
102 Cobblestone	2021-256	Residential	Building Final	Drive/patio	☐	Gallo	Approved	349109	35.00
428 Sherman Lane	2021-238	Residential	Fence Final		☐	Gallo	Approved	349110	35.00
Summary for 'Inspection Date' = 9/24/2021 (12 detail records)					0				70.00

Monday, September 27, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
4431 Il Route 173	2021-14	Commercial Level 1	Parking Lot	Mini storage bldg	☐	Ward	Approved as Noted	343945	80.00
Summary for 'Inspection Date' = 9/27/2021 (1 detail record)					0				80.00

Tuesday, September 28, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
217 Summit Street	2021-223	Residential	Electrical Rough	Solar	☐	Maya	Approved as Noted	340638	35.00
Summary for 'Inspection Date' = 9/28/2021 (1 detail record)					0				35.00

Wednesday, September 29, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
5157 Orth Road	2021-295	Residential	Driveway Rough		☐	Greer	Approved	348258	35.00
464 Old Orchard Lane	2021-292	Residential	Patio Rough		☐	Greer	Approved	348259	35.00
259 Titleist Trail	2021-107	Residential	Building Final	Basement-egress wi	☐	Greer	Approved	348260	35.00

Village of Poplar Grove

Summary for 'Inspection Date' = 9/29/2021 (3 detail records) 0 105.00

Total Inspections	**123**
Total Reinspections	**1**
Total Amount Due	**2,155.00**

CONSTRUCTION CODE SERVICES, INC
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE EVALUATION
2420 Vantage Drive
Elgin, IL 60124
847-428-7010 Main
847-428-3151 FAX

Inspection Report By Developer
(09/01/2021 Thru 09/30/2021)
Village of poplar Grove, IL

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**1012 Beech Bay Road**									
Permit Number:	**2021-273**									
9/9/2021	3121361				Residential		Concrete Pre-Pour	Approved	343787	☐
Summary for 'PermitNumber' = 2021-273 (1 detail record)										
Developer:										
Address:	**515 Birch Street**									
Permit Number:	**-**									
9/1/2021	3121361				Residential		Stop Work Order	Status Meeting	343736	☐
Summary for 'PermitNumber' = - (1 detail record)										
Developer:										
Address:	**426 Blue Spruce Drive**									
Permit Number:	**2021-232***									
9/1/2021	3121361				Residential		Underground Plumbing	Approved	344607	☐
9/8/2021	3121361				Residential		Concrete Pour	Approved	343775	☐
9/15/2021	3121361				Residential		Sewer	Approved	344631	☐

ection ate	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
9/15/2021	3121361				Residential		Water Service	Approved	344631	☐
9/24/2021	3121361				Residential		Concrete Pour/Garage	Approved	349104	☐

Summary for 'PermitNumber' = 2021-232* (5 detail records)

Developer:

Address: 427 Blue Spruce Drive
Permit Number: 2021-235*

9/1/2021	3121361				Residential		Underground Plumbing	Approved	344609	☐
9/8/2021	3121361				Residential		Concrete Pour	Approved	343771	☐
9/15/2021	3121361				Residential		Sewer	Approved	344650	☐
9/15/2021	3121361				Residential		Water Service	Approved	344650	☐
9/24/2021	3121361				Residential		Concrete Pour/Garage	Approved	349101	☐

Summary for 'PermitNumber' = 2021-235* (5 detail records)

Developer:

Address: 430 Blue Spruce Drive
Permit Number: 2021-234*

9/1/2021	3121361				Residential		Underground Plumbing	Approved	344606	☐
9/8/2021	3121361				Residential		Concrete Pre-Pour	Approved	343774	☐
9/15/2021	3121361				Residential		Sewer	Approved	344629	☐
9/15/2021	3121361				Residential		Water Service	Approved	344629	☐
9/24/2021	3121361				Residential		Concrete Pour/Garage	Approved	349103	☐

Summary for 'PermitNumber' = 2021-234* (5 detail records)

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**434 Blue Spruce**									
Permit Number:	**2021-236***									
9/1/2021	3121361				Residential		Underground Plumbing	Approved	344608	☐
9/8/2021	3121361				Residential		Building Rough	Approved	343778	☐
9/15/2021	3121361				Residential		Sewer	Approved	344632	☐
9/15/2021	3121361				Residential		Water Service	Approved	344632	☐
9/24/2021	3121361				Residential		Concrete Pour/Garage	Approved	349102	☐
Summary for 'PermitNumber' = 2021-236* (5 detail records)										
Developer:										
Address:	**103 Boeing Trail**									
Permit Number:	**2021-239***									
9/22/2021	3121361				Residential		Electric Service	Approved as Noted	340620	☐
Summary for 'PermitNumber' = 2021-239* (1 detail record)										
Developer:										
Address:	**311 Britnie Drive**									
Permit Number:	**2021-209**									
9/10/2021	3121361				Residential		Concrete - Drivewy./Walk	Approved	343791	☐
Summary for 'PermitNumber' = 2021-209 (1 detail record)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**403 Brook Linsee Lane**									
Permit Number:	**2021-296**									
9/15/2021	3121361				Residential		Roof Rough	Approved	345666	☐
Summary for 'PermitNumber' = 2021-296 (1 detail record)										
Developer:										
Address:	**455 Burled Wood**									
Permit Number:	**2021-272**									
9/1/2021	3121361				Residential		Plumbing Final	Approved	344604	☐
Summary for 'PermitNumber' = 2021-272 (1 detail record)										
Developer:										
Address:	**4133 chandan Boulevard**									
Permit Number:	**2021-285**									
9/7/2021	3121361				Residential		Post Holes - Fence	Approved	343759	☐
Summary for 'PermitNumber' = 2021-285 (1 detail record)										
Developer:										
Address:	**102 Cobblestone**									
Permit Number:	**2021-255**									
9/22/2021	3113801				Residential		Electric Final	Approved as Noted	340621	☐
Summary for 'PermitNumber' = 2021-255 (1 detail record)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**102 Cobblestone**									
Permit Number:	**2021-256**									
9/24/2021	3113801				Residential		Building Final	Approved	349109	☐
Summary for 'PermitNumber' = 2021-256 (1 detail record)										
Developer:										
Address:	**206 Cobblestone**									
Permit Number:	**2021-191***									
9/9/2021	3121361				Residential		Electrical Rough	Failed	343784	☐
9/9/2021	3121361				Residential		Plumbing Rough	Approved	339533	☐
9/9/2021	3121361				Residential		Mechanical Rough	Approved as Noted	343784	☐
9/9/2021	3121361				Residential		Building Rough	Approved as Noted	343784	☐
9/14/2021	3121361				Residential		Insulation	Approved	345657	☐
9/20/2021	3121361				Residential		Concrete Pre-Pour	Approved	345686	☐
Summary for 'PermitNumber' = 2021-191* (6 detail records)										
Developer:										
Address:	**4129 Cornflower**									
Permit Number:	**2021-18**									
9/21/2021	3121361				Residential		Building Final	Approved	345691	☐
9/21/2021	3121361				Residential		Mechanical Final	Approved	345691	☐
9/21/2021	3121361				Residential		Electric Final	Approved	345691	☐
9/22/2021	3121361				Residential		Plumbing Final	Approved	347758	☐

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection

Summary for 'PermitNumber' = 2021-18 (4 detail records)

Developer:

Address: 209 English Oak
Permit Number: 2021-49*

9/2/2021	3121361	Residential	Building Rough	Approved as Noted	343745	☐
9/2/2021	3121361	Residential	Electrical Rough	Approved as Noted	343745	☐
9/2/2021	3121361	Residential	Mechanical Rough	Approved as Noted	343745	☐
9/9/2021	3121361	Residential	Post Holes - Deck	Approved	343781	☐
9/13/2021	3121361	Residential	Insulation	Approved as Noted	343798	☐
9/17/2021	3121361	Residential	Deck Rough	Approved	345682	☐
9/24/2021	3121361	Residential	Mechanical Final	Failed	349107	☐

Summary for 'PermitNumber' = 2021-49* (7 detail records)

Developer:

Address: 213 English Oak
Permit Number: 2021-50*

9/2/2021	3121361	Residential	Electrical Rough	Approved as Noted	343744	☐
9/2/2021	3121361	Residential	Mechanical Rough	Approved as Noted	343744	☐
9/2/2021	3121361	Residential	Building Rough	Approved as Noted	343744	☐
9/9/2021	3121361	Residential	Post Holes - Deck	Approved as Noted	343782	☐
9/13/2021	3121361	Residential	Insulation	Approved	343799	☐
9/17/2021	3121361	Residential	Deck Rough	Approved	345683	☐
9/24/2021	3121361	Residential	Mechanical Final	Approved	349108	☐

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection

Summary for 'PermitNumber' = 2021-50* (7 detail records)

Developer:

Address: 219 English Oak
Permit Number: 2021-294

9/8/2021	3121361	Residential	Fence Final	Approved	343777	☐

Summary for 'PermitNumber' = 2021-294 (1 detail record)

Developer:

Address: 220 English Oak
Permit Number: 2021-242

9/9/2021	3121361	Residential	Electric Final	Approved	343788	☐
9/9/2021	3121361	Residential	Building Final	Approved	343788	☐

Summary for 'PermitNumber' = 2021-242 (2 detail records)

Developer:

Address: 4431 Il Route 173
Permit Number: 2021-14

9/15/2021	3121361	Commercial Level 1	Building Final	Approved as Noted	345667	☐
9/27/2021	3121361	Commercial Level 1	Parking Lot	Approved as Noted	343945	☐

Summary for 'PermitNumber' = 2021-14 (2 detail records)

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**436 Ironwood**									
Permit Number:	**2021-39**									
9/17/2021	3121361				Residential		Deck Rough	Approved	345679	☐
Summary for 'PermitNumber' = 2021-39 (1 detail record)										
Developer:										
Address:	**436 Ironwood**									
Permit Number:	**2021-39***									
9/9/2021	3121361				Residential		Post Holes - Deck	Approved as Noted	343780	☐
Summary for 'PermitNumber' = 2021-39* (1 detail record)										
Developer:										
Address:	**441 Ironwood Drive**									
Permit Number:	**2021-38***									
9/1/2021	3121361				Residential		Deck Rough	Approved	343729	☐
9/3/2021	3121361				Residential		Plumbing Final	Approved	339509	☐
9/15/2021	3121361				Residential		Mechanical Final	Approved	345662	☐
9/15/2021	3121361				Residential		Electric Final	Approved	345662	☐
9/15/2021	3121361				Residential		Building Final	Failed	345661	☐
9/20/2021	3121361				Residential		Building Final	Approved	345688	☑
Summary for 'PermitNumber' = 2021-38* (6 detail records)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**445 Ironwood**									
Permit Number:	**2021-132***									
9/7/2021	3121361				Residential		Insulation	Approved	343760	☐
9/9/2021	3121361				Residential		Post Holes - Deck	Approved	343779	☐
Summary for 'PermitNumber' = 2021-132* (2 detail records)										
Developer:										
Address:	**417 Live Oak**									
Permit Number:	**2020-205***									
9/3/2021	3121361				Residential		Plumbing Final	Approved	339510	☐
9/24/2021	3121361				Residential		Electric Final	Approved	349106	☐
9/24/2021	3121361				Residential		Mechanical Final	Approved	349106	☐
9/24/2021	3121361				Residential		Building Final	Approved	349106	☐
Summary for 'PermitNumber' = 2020-205* (4 detail records)										
Developer:										
Address:	**421 Live Oak Lane**									
Permit Number:	**2021-233***									
9/1/2021	3121361				Residential		Underground Plumbing	Approved	344605	☐
9/1/2021	3121361				Residential		Foundation Backfill	Approved	343730	☐
9/8/2021	3121361				Residential		Concrete Pour	Approved	343772	☐
9/15/2021	3121361				Residential		Sewer	Approved	344651	☐
9/15/2021	3121361				Residential		Water Service	Approved	344651	☐

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
9/24/2021	3121361				Residential		Concrete Pour/Garage	Approved	349105	☐

Summary for 'PermitNumber' = 2021-233* (6 detail records)

Developer:

Address: **318 W. Main Street**
Permit Number: **2021-230**

9/21/2021	3121361				Residential		Driveway Rough	Approved	345693	☐

Summary for 'PermitNumber' = 2021-230 (1 detail record)

Developer:

Address: **319 W. Main Street**
Permit Number: **2021-203**

9/1/2021	3121361				Residential		Deck Final	Approved	343731	☐

Summary for 'PermitNumber' = 2021-203 (1 detail record)

Developer:

Address: **418 Maple Leaf**
Permit Number: **2020-182***

9/9/2021	3121361				Residential		Plumbing Final	Failed	339532	☐
9/9/2021	3121361				Residential		Building Final	Approved as Noted	343786	☐

Summary for 'PermitNumber' = 2020-182* (2 detail records)

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**4135 milkweed Drive**									
Permit Number:	**2021-240**									
9/1/2021	3121361				Residential		Electric Final	Approved	343735	☐
9/20/2021	3121361				Residential		Pool Final	Approved	345689	☐
Summary for 'PermitNumber' = 2021-240 (2 detail records)										
Developer:										
Address:	**309 Oak Street**									
Permit Number:	**2021-138**									
9/2/2021	3121361				Residential		Plumbing Rough	Approved	233062X	☐
9/3/2021	3121361				Residential		Building Rough	Approved	343755	☐
9/3/2021	3121361				Residential		Mechanical Rough	Approved	343755	☐
9/3/2021	3121361				Residential		Electrical Rough	Approved	343755	☐
9/9/2021	3121361				Residential		Insulation	Approved	343783	☐
Summary for 'PermitNumber' = 2021-138 (5 detail records)										
Developer:										
Address:	**435 Old Orchard**									
Permit Number:	**-**									
9/15/2021	3121361				Residential		Stop Work Order	Status Meeting	345664	☐
Summary for 'PermitNumber' = - (1 detail record)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**464 Old Orchard Lane**									
Permit Number:	**2021-292**									
9/29/2021	3121361				Residential		Patio Rough	Approved	348259	☐
Summary for 'PermitNumber' = 2021-292 (1 detail record)										
Developer:										
Address:	**465 Old Orchard Lane**									
Permit Number:	**2021-180***									
9/16/2021	3121361				Residential		Plumbing Rough	Approved as Noted	339553	☐
Summary for 'PermitNumber' = 2021-180* (1 detail record)										
Developer:										
Address:	**468 Old Orchard**									
Permit Number:	**2021-109***									
9/17/2021	3121361				Residential		Concrete Pour (Stoops)	Approved	345680	☐
9/17/2021	3121361				Residential		Concrete Pour/Garage	Approved	345681	☐
Summary for 'PermitNumber' = 2021-109* (2 detail records)										
Developer:										
Address:	**5151 Orth Road**									
Permit Number:	**-**									
9/13/2021	3121361				Commercial Level 1		Stop Work Order	Status Meeting	343800	☐
Summary for 'PermitNumber' = - (1 detail record)										

ection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**5157 Orth Road**									
Permit Number:	**2021-295**									
9/29/2021	3121361				Residential		Driveway Rough	Approved	348258	☐
Summary for 'PermitNumber' = 2021-295 (1 detail record)										
Developer:										
Address:	**209 W. Park**									
Permit Number:	**2021-16**									
9/13/2021	3121361				Residential		Roof Final	Approved	345653	☐
Summary for 'PermitNumber' = 2021-16 (1 detail record)										
Developer:										
Address:	**413 Pin Oak**									
Permit Number:	**2021-279**									
9/1/2021	3121361				Residential		Driveway Rough	Approved	343733	☐
9/15/2021	3121361				Residential		Driveway Final	Approved	345663	☐
Summary for 'PermitNumber' = 2021-279 (2 detail records)										
Developer:										
Address:	**14000 Primrose Place**									
Permit Number:	**2021-271**									
9/1/2021	3121361				Residential		Deck Final	Approved	343734	☐
Summary for 'PermitNumber' = 2021-271 (1 detail record)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**206 Ridgestone Trail**									
Permit Number:	**2021-268**									
9/8/2021	3121361				Residential		Plumbing Final	Approved	344662	☐
Summary for 'PermitNumber' = 2021-268 (1 detail record)										
Developer:										
Address:	**219 Ridgestone Trail**									
Permit Number:	**-**									
9/8/2021	3121361				Residential		Stop Work Order	Status Meeting	343776	☐
Summary for 'PermitNumber' = - (1 detail record)										
Developer:										
Address:	**219 Ridgestone Trail**									
Permit Number:	**2021-299**									
9/14/2021	3121361				Residential		Building Final	Approved	345655	☐
Summary for 'PermitNumber' = 2021-299 (1 detail record)										
Developer:										
Address:	**4163 Sawtooth Trail**									
Permit Number:	**-**									
9/20/2021	3121361				Residential		Pre-Construction Meeting	Status Meeting	345687	☐
Summary for 'PermitNumber' = - (1 detail record)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**427 Shaded Rue**									
Permit Number:	**2021-267**									
9/2/2021	3121361				Residential		Brick Paver Patio- Final	Approved	343743	☐
Summary for 'PermitNumber' = 2021-267 (1 detail record)										
Developer:										
Address:	**210 Sherman Lane**									
Permit Number:	**2021-135**									
9/10/2021	3121361				Residential		Window Replacement	Approved	343793	☐
Summary for 'PermitNumber' = 2021-135 (1 detail record)										
Developer:										
Address:	**210 Sherman Lane**									
Permit Number:	**2021-275**									
9/10/2021	3121361				Residential		Roof Final	Approved	343792	☐
Summary for 'PermitNumber' = 2021-275 (1 detail record)										
Developer:										
Address:	**418 Sherman**									
Permit Number:	**-**									
9/1/2021	3121361				Residential		Stop Work Order	Status Meeting	343732	☐
Summary for 'PermitNumber' = - (1 detail record)										

ection ate	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**428 Sherman Lane**									
Permit Number:	**-**									
9/15/2021	3121361				Residential		Stop Work Order	Status Meeting	345665	☐
Summary for 'PermitNumber' = - (1 detail record)										
Developer:										
Address:	**428 Sherman Lane**									
Permit Number:	**2021-238**									
9/24/2021	3121361				Residential		Fence Final	Approved	349110	☐
Summary for 'PermitNumber' = 2021-238 (1 detail record)										
Developer:										
Address:	**299 spring meadow**									
Permit Number:	**2021-282**									
9/2/2021	3121361				Residential		Building Final	Approved	343742	☐
Summary for 'PermitNumber' = 2021-282 (1 detail record)										
Developer:										
Address:	**213 starfire**									
Permit Number:	**2021-288**									
9/2/2021	3121361				Residential		Concrete Pre-Pour	Approved	343741	☐
9/17/2021	3121361				Residential		Building Final	Approved	345678	☐
Summary for 'PermitNumber' = 2021-288 (2 detail records)										

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
Developer:										
Address:	**312 S. State Street**									
Permit Number:	**2021-95**									
9/3/2021	3121361				Residential		Building Final	Approved	343754	☐
9/3/2021	3121361				Residential		Electric Final	Approved	343754	☐
Summary for 'PermitNumber' = 2021-95 (2 detail records)										
Developer:										
Address:	**420 Stone Hollow Drive**									
Permit Number:	**2021-276**									
9/13/2021	3121361				Residential		Driveway Final	Approved	343797	☐
Summary for 'PermitNumber' = 2021-276 (1 detail record)										
Developer:										
Address:	**217 Summit Street**									
Permit Number:	**2021-223**									
9/28/2021	3121361				Residential		Electrical Rough	Approved as Noted	340638	☐
Summary for 'PermitNumber' = 2021-223 (1 detail record)										
Developer:										
Address:	**259 Titleist Trail**									
Permit Number:	**2021-107**									
9/14/2021	3121361				Residential		Plumbing Final	Approved	344628	☐
9/14/2021	3121361				Residential		Electric Final	Approved	345656	☐

ection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection
9/14/2021	3121361				Residential		Mechanical Final	Approved	345656	☐
9/29/2021	3121361				Residential		Building Final	Approved	348260	☐

Summary for 'PermitNumber' = 2021-107 (4 detail records)

Developer:

Address: **3000A Trillium**
Permit Number: **2021-260**

9/13/2021	3121361				Residential		Deck Final	Approved	345652	☐

Summary for 'PermitNumber' = 2021-260 (1 detail record)

Developer:

Address: **529 Waco Way**
Permit Number: **2021-250**

9/21/2021	3121361				Residential		Driveway Rough	Approved	345692	☐

Summary for 'PermitNumber' = 2021-250 (1 detail record)

Summary for 'Developer' =

Total Inspections	**123**
Total Reinspections	**1**
Total Amount	**$2,155.00**

GRAND TOTALS

Total Inspections	**123**
Total Reinspections	**1**
Total Amount	**$2,155.00**

Office & Shipping:
2420 Vantage Drive
Correspondence:
P.O. Box 5178
Elgin, IL 60121-5178

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MISCELLANEOUS PLAN REVIEWS
September 2021

VILLAGE OF
POPLAR GROVE
1-Oct-21

Permit #	Address	Type of Project		Fee	Date
2021-287	2901 Culver Ct	Enclosure	$	75.00	9/2/2021
2021-294	219 English Oak	Fence	$	25.00	9/2/2021
2021-293	515 Birch	Fence	$	25.00	9/3/2021
2021-284	382 Maple Leaf Ln	Fence	$	25.00	9/7/2021
2021-291	406 Jayde Pl	Roof	$	25.00	9/7/2021
2021-284	382 Maple Leaf Ln	Fence	$	25.00	9/8/2021
2021-292	464 Old Orchard Ln	Patio	$	25.00	9/8/2021
2021-296	403 Brook Linsee Ln	Roof & Gutters	$	25.00	9/9/2021
2021-299	219 Ridgestone Trl	Walkway/Stoop/Steps	$	25.00	9/9/2021
2021-298	191 Red Oak St	Egress Window	$	25.00	9/14/2021
2021-302	312 W Park St	Pool	$	50.00	9/14/2021
2021-303	299 Springmeadow Dr	Driveway & Shed	$	50.00	9/15/2021
2021-304	305 W Grove	Water Closet (7)	$	25.00	9/20/2021
2021-307	15625 Poplar Grove Rd	Roof	$	25.00	9/20/2021
2021-306	210 Starfire Rd	Windows	$	25.00	9/20/2021
2021-305	4163 Sawtooth	Basement Buildout	$	75.00	9/21/2021
2021-295	5157 Orth Rd	Re-pave Parking Lot	$	50.00	9/21/2021
2021-308	398 W Park St	Fence	$	25.00	9/21/2021
2021-300	105 W Grove	Sign	$	50.00	9/21/2021
2021-304	305 W Grove	Water Closet (7)	$	50.00	9/21/2021
2021-309	119 Sherman Ln	Siding/Gutters/Downspouts/ Garage Vent	$	25.00	9/22/2021
2021-312	105 E Grove St	Adding Electronic Messaging to Existing Sign	$	100.00	9/28/2021
2021-313	4493 Harris Dr	Roof	$	25.00	9/28/2021

Total: $ 875.00

CITY OF BELVIDERE

Community Development

BUILDING DEPARTMENT PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 * PH (815)547-7177 FAX (815)547-0789

Providing Planning Services to

Village of Poplar Grove, 200 North Hill Street, Poplar Grove, Illinois 61065

Date: September 24, 2021

To: Poplar Grove Village Board

From: Gina DelRose, Community Development Planner

Re: Carports in Residential Areas

At the July 12, 2021 Committee of the Whole meeting it was discussed that instead of limiting carports to specific zoning districts, the structures would be restricted to mobile home developments and the older developments within the Village due to their lot size and existing improvements. Staff conducted a windshield survey on September 24, 2021 and found that the majority of the properties found within the areas lying north of Park Street, East of Hill Street, South of Grove Street and west of Beaver Drive, excluding those properties within the Bennett's Crossing Subdivision fit this criterion. Although there may be a very limited number of residential parcels within this area that do not fit the intended parameters and a very limited number of residential parcels outside of this area that fit the intended parameters for carports, staff feels it is best to have an easily identifiable area for residents and the Village to interpret.

ORDINANCE # 2021-__31____

AN ORDINANCE AMENDING TITLE 8, ZONING, CHAPTER 8, HEIGHT AND AREA REGULATIONS AND YARD EXCEPTIONS; OF THE VILLAGE OF POPLAR GROVE MUNICIPAL CODE

WHEREAS, the Village of Poplar Grove has adopted Title 8 (Zoning Ordinance) of the Poplar Grove Municipal Code pursuant to the Illinois Compiled Statutes to establish and set forth regulations pertaining to the use and development of land, buildings, and structures in the Village; and,

WHEREAS, it is necessary and desirable to periodically amend the Zoning Ordinance in response to changes in technology, business and development practices, and community standards, and to improve administration and enforcement procedures; and,

WHEREAS, after due notice, the Planning and Zoning Commission held a public hearing to consider an amendment to the Zoning Ordinance on June 23, 2021 and has transmitted its recommendation on the matter to the Village Board; and,

WHEREAS, the Village Board has considered the Planning and Zoning Commission's findings of fact and recommendation.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND VILLAGE BOARD OF THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. That Table 8-8-4 Permitted Yard Exceptions of the Village of Poplar Grove Zoning Ordinance (Title 8 of the Poplar Grove Municipal Code), adopted March 12, 2012 and as amended from time to time thereafter, be and is hereby amended, to read as follows:

Section 8-8-4: PERMITTED YARD EXCEPTIONS:

The following projections by buildings and structures are permitted to extend into the required setbacks (as defined in Chapter 6). In no instance shall any portion of a structure extend beyond a property line.

Table 8-8-4: Permitted Yard Exceptions:

Structure or Use	Front Yard Setback	Rear Yard Setback	Side Yard Setback
Air conditioner condenser units, extending no more than forty-eight (48) inches into the setback		P	P
Antenna, freestanding, for non-commercial purposes		P	
Athletic Courts (tennis, basketball, etc. Not including a hoop off of a driveway)		P	

Architectural ornamentation, e.g. sills, belt courses, cornices, extending no more than thirty (30) inches into the setback	P	P	P
Awnings and canopies, projecting no more than forty-eight (48) inches from the structure, extending up to a distance that is no less than three (3) feet from the lot line.	P	P	P
Balconies, projecting no more than five (5) feet from the structure	P	P	
Bay windows, having no foundation and projecting no more than thirty (30) inches from the structure	P	P	P
Carports, having a roof but no side walls, must be over a paved surface and three-feet from the side yard property line.			P
Chimneys, having no foundation and projecting no more than thirty (30) inches from the structure	P	P	P
Decks, open to the sky and less than thirty-six (36) inches above the ground, extending up to a distance that is no less than three (3) feet from the lot line (subject to ground coverage ratio defined in Chapter 6)		P	P
Driveways and walkways	P	P	P
Eaves and gutters, projecting no more than thirty (30) inches form the structure	P	P	P
Fences and walls (corner, double frontage and gateway lots may be permitted a fence in the front yard in accordance with Chapter 10)		P	P
Fire escapes, open to the elements and projecting no more than five (5) feet from the structure		P	P
Fuel pumps and associated canopies, in accordance with Chapter 9	P	P	P
Gazebos, cabanas and similar structures		P	
Outdoor storage		P	P
Parking Areas	P	P	P
Patio, open to the sky, extending up to a distance that is no less than three (3) feet from the lot line		P	
Porches projecting no more than either (8) feet from the structure up to a distance no less than three (3) feet from the lot line	P	P	P
Portico chere, projecting no more than fourteen (14) feet from the structure up to a distance no less than three (3) feet from the lot line	P	P	P
Recreational equipment, e.g. children's swing set, lawn games and courts, trampolines and other structures with appropriate fencing or safety netting		P	P
Signs and nameplates in accordance with Chapter 10	P	P	P
Solar energy devices, attached	P	P	P
Solar energy devices, detached		P	
Steps, at or below the first floor level	P	P	P

Storage tanks and storage silos, extending up to a distance that is no less than ten (10) feet from a lot line.		P	P
Storm shelters and similar structures, attached or detached, above or below grade		P	
Trash receptacles and enclosures		P	P
Utility meters, distribution boxes, pedestals and other above ground appurtenances		P	P
Vestibules, enclosed, extending more than four (4) feet into the setback	P	P	P
Wheelchair ramps	P	P	P

** "P" indicates accessory structure or use is permitted in the indicated setback as defined in Chapter 6.*
*** Other similar structures or uses not listed may be classified in similar structure or use categories as determined by the Zoning Administrator and are permitted within the yard(s) identified in such category*
**** If the requirements of this section are in variance with the requirements of any other lawfully adopted rules, regulations, or ordinances, the most restrictive or those imposing the higher standards shall govern*
***** Carports are only permitted in the following areas:*

1. *Mobile Home Parks/Subdivisions*
2. *Residentially zoned properties within the Village lying north of Park Street, East of Hill Street, South of Grove Street and west of Beaver Drive, excluding those properties within the Bennett's Crossing Subdivision.*

Section 2. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

Section 3. That this Ordinance shall be in full force and effect from and after its passage as provided by law and pursuant to the Illinois Compiled Statutes. This written and foregoing Ordinance is published by authority of the corporate authorities of the Village of Poplar Grove in pamphlet form on this date.

PASSED by the Village Board of the Village of Poplar Grove this ____ day of _____, 2021.

APPROVED by the President of the Village of Poplar Grove this ____ day of _____, 2021.

_____
Donald Sattler, Village President

ATTEST:

_____
Karri Anderberg, Village Clerk

Ayes:____ Nays: ____ Absent ____

Village Board Members Voting Aye:_____

Village Board Members Voting Nay:_____

Date Published: _____ Sponsor:_____

Memorandum

DATE: September 15, 2021

TO: Village of Poplar Grove Planning and Zoning Commission

FROM: Gina DelRose, Community Development Planner

SUBJECT: Staff advisory memo for case 2021-04; 105 East Grove Street (MA)

REQUEST AND LOCATION:
The applicant and property owner, Poplar Grove United Methodist Church, 105 E. Grove Street, Poplar Grove, IL 61065 is requesting a map amendment (rezoning) on approximately 6 acres of land from the R-1, Single-Family Residential 1 District to the GB, General Business District in accordance with the Poplar Grove Zoning Ordinance, Section 8-5-5 Map Amendment. The property is located at the southeast corner of North State Street and East Grove Street and is commonly known as 238 North State Street and 105 East Grove Street. PINs: 04-19-101-057; 04-19-101-014 and 04-19-101-001.

BACKGROUND:
The subject property is comprised of three parcels totaling approximately 6 acres in size located southeast of North State Street (Poplar Grove Road) and East Grove Street (Illinois Route 173). It has been zoned residential since at least 2011. The current property owner acquired the two smaller parcels in 2020 and demolished the residence at 238 North State Street shortly after acquisition. The current church was constructed on the large parcel in 1999.

The properties to the south and east are zoned residential, Poplar Grove Elementary School is directly south of the property and zoned residential. The properties to the north and west are a mix of residential and commercial. Mortimer's Roadhouse and the former Grove Bar and Grill are the largest nearby commercial uses.

The General Business District allows for personal and professional services, indoor retail sales/services, indoor repair sales/services and utilities by right and public/private institutional, outdoor retail sales/services, indoor lodging, offsite parking and self-storage facilities by special use. Development in the General Business District can create 75% lot coverage, buildings can be 35 feet in height and be constructed 10 feet from the side lot line and 25 feet from the rear lot line.

The primary reason for requesting the rezoning is because of signage. Currently the church must adhere to residential sign requirements in terms of size, height, location and style. Animated signage and signage larger than 6 square feet are not permitted. By rezoning to the General Business District, the church has the ability to apply for a special use for animated signage that is larger than 6 square feet.

The adjacent property owners were sent certified notices on August 31, 2021 and the green cards have been returned. The request was published in the Boone County Journal on September 3, 2021. The appropriate village staff and other agencies were notified on August 30, 2021. No objections from the agencies were received.

FINDINGS OF FACT:
To make a recommendation and to adopt the findings of fact, the Commission shall consider whether the change is consistent with the objectives of the Zoning Ordinance prescribed in Section 8-1-3. The objectives are as follows:

A. To promote and protect the public health, safety, morals, convenience and general welfare of the people.

Due to the proximity of North State Street and East Grove Street, a mix of commercial and residential land uses already exists. As more properties develop along Grove Street, additional commercial development is expected to occur.

B. To secure adequate natural light, pure air and safety from fire and other dangers.

All new development shall adhere to the Zoning Ordinance, Subdivision Ordinance, Building Codes, Health Codes, Fire Codes, etc. All codes ensure that light, air and safety are being protected.

C. To protect the character and maintain the stability of residential, business and industrial areas within the Village of Poplar Grove and to promote the orderly development of the areas.

The Village's 2009 Comprehensive Plan calls for the property to remain residential. However, due to its location along a major thoroughfare, general business zoning is appropriate when the property can be served by nonresidential streets.

D. To lessen or avoid the hazards to persons and damage to property resulting from the accumulation or runoff of storm or flood waters.

Rezoning the property will allow the continuation of institutional (church) uses. Although certain commercial land uses tend to occupy more lot coverage than institutional land uses, development regulations with the Village of Poplar Grove will minimize the potential for stormwater runoff. The property is not within or adjacent to any FEMA designated floodplains or floodways.

E. To limit congestion in the public streets and highways.

In this situation, the size of the property, not just the zoning district, lends itself to creating higher levels of traffic. The 6 acres could be subdivided into potentially 13 residential lots and the existing church can create traffic during services and events.

F. To prohibit uses or structures which are incompatible with the character of other appropriate existing or intended uses within specified zoning districts.

The current building is compatible with both the R-1, Single-Family Residential 1 District and the GB, General Business District. Due to the location along Grove Street, any future development that is more commercial in scale would be compatible with the future commercial growth that is anticipated in the area.

G. To provide for the gradual elimination of those existing uses of land, buildings and structures that do not conform to the standards of the zoning district in which they are located.

Nearby properties are zoned a mix of residential and commercial and used in varying intensities of those land uses in addition to institutional land uses. The existing building is a church that is acceptable in both zoning districts. However, the signage is more appropriate in a commercial district rather than a residential district.

H. To conserve and enhance the taxable value of land and buildings throughout the Village of Poplar Grove.

Although the current land use is tax exempt, future land uses would be commercial innature. The Village intends to take advantage of the fact that Grove Street is a state route for future commercial growth.

RECOMMENDATION:
The planning staff recommends approval of case 2021-04 for a map amendment from R-1, Single-Family Residential 1 District to the GB, General Business District.

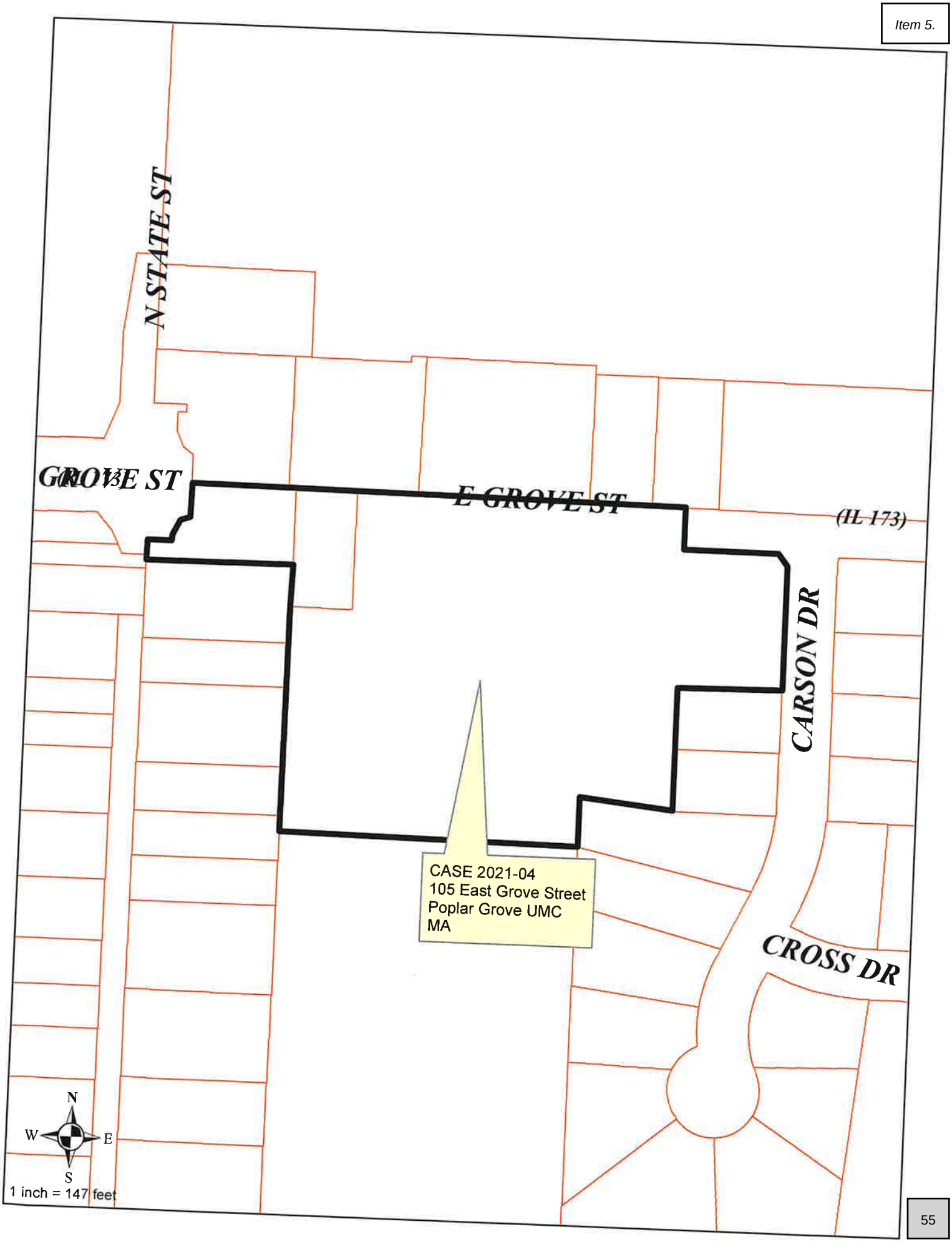
PLANNING AND ZONING COMMISSION/VILLAGE BOARD ACTION
The Commission shall hold a public hearing on the proposed map amendment, after which a recommendation will be made to grant or deny the map amendment application to the Village Board based on the findings of fact by the Commission. The Commission may make the recommendation at the same meeting, or choose to continue the proceedings at a later date. The Commission may request additional information as needed. Once a recommendation is made, the Commission shall record its conclusion as part of the meeting minutes and written findings of fact and forward such documentation to the Village Board. The Commission's failure to act or submit a report within sixty-five (65) days of the public hearing shall constitute a recommendation for the request.

2021-04, Poplar Grove United Methodist Church, 105 East Grove Street (MA)

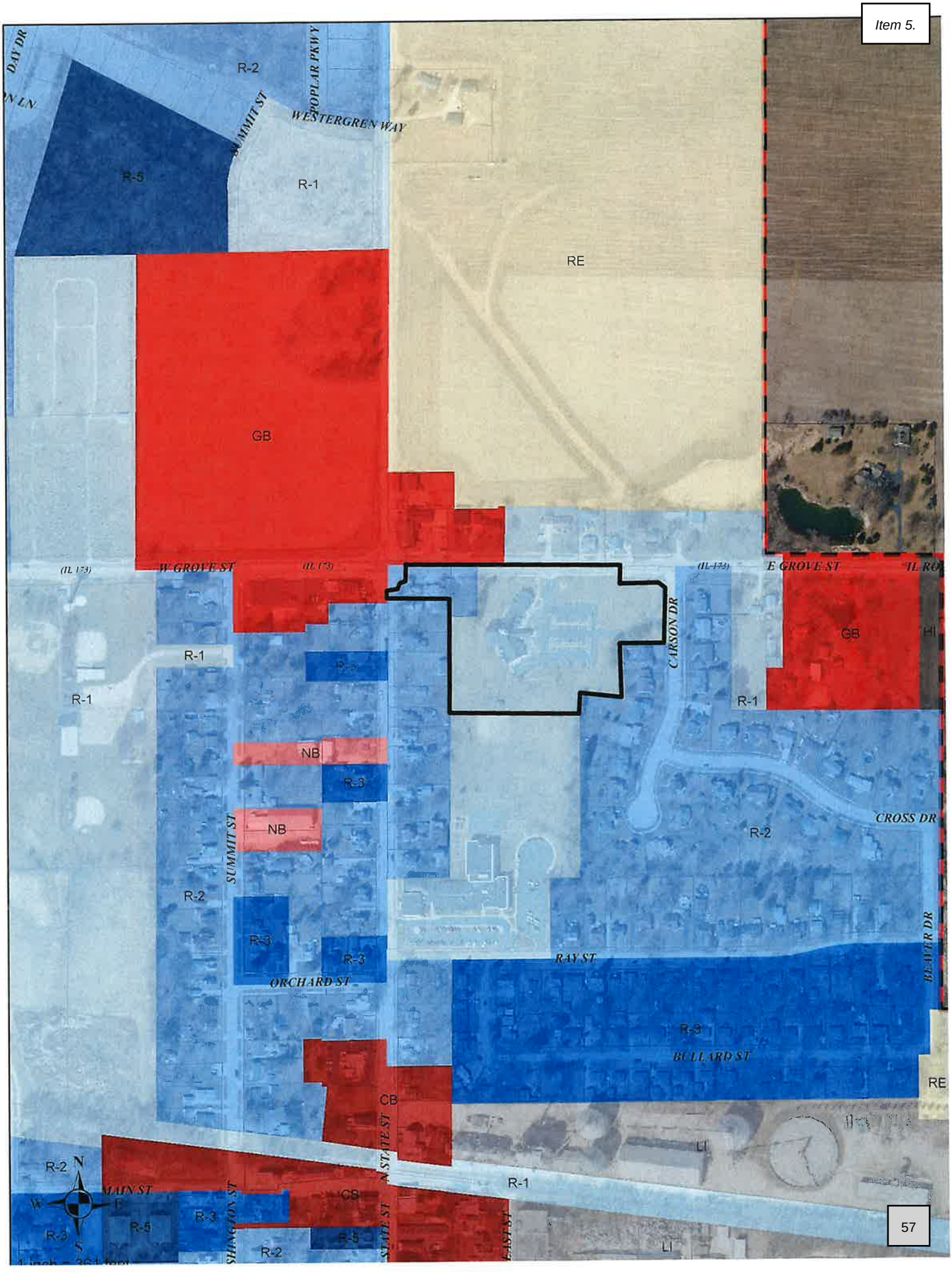
Within sixty-five (65) days of receipt of the Commission's recommendation, the Village Board shall act by ordinance to approve or deny the map amendment as proposed. The Village Board may also remand the request back to the Commission for further hearings and/or discussion. The Village Board's approval or denial of the requested amendment shall be considered the approval or denial of a unique request and shall not be construed as precedent for any other proposed amendment.

ATTACHMENTS

1. Location Map submitted by Planning Staff.
2. Aerial Photo submitted by Planning Staff.
3. Poplar Grove Zoning Map submitted by Planning Staff.
4. Narrative submitted by the Applicant.
5. NRI 1665 from the Boone County Soil and Water Conservation District, Teagan Duffy, August 30, 2021.
6. Letter from the Boone County Health Department, Amanda Mehl September 10, 2021.


N STATE ST
GROVE ST
E GROVE ST
(IL 173)
CARSON DR
CROSS DR
CASE 2021-04
105 East Grove Street
Poplar Grove UMC
MA
N
W
E
S
1 inch = 147 feet


N STATE ST
CASE 2021-04
105 East Grove Street
Poplar Grove UMC
MA
N STATE ST
CARSON DR
N
W
S
1 inch = 111 feet


R-2
SUMMIT ST
WESTERGREN WAY
R-5
R-1
RE
GB
W GROVE ST
(IL 173)
E GROVE ST
CARSON DR
HI
NB
R-3
CROSS DR
SUMMIT ST
ORCHARD ST
RAY ST
BEAVER DR
BULLARD ST
CB
STATE ST
LI
MAIN ST
SHERIDAN ST
EAST ST
N
W
S

August 23, 2021

Village of Poplar Grove
Poplar Grove Village Hall
200 North Hill Street
Poplar Grove, Illinois 61065

Re: Application for Zoning Change
Poplar Grove United Methodist Church
PIN #s 04-19-101-057, 04-19-101-001, and 04-19-101-014
Change from R1- Single Family Residential District to GB – General Business District

Dear Planning Department,

Poplar Grove United Methodist Church is in the process of changing our current sign on 105 East Grove Street in Poplar Grove, Illinois, from a manually changed message to an electronically change message to be done wireless. These types of signs provide a better way to give the message we would like to give to our community and congregants. However, our current zoning R1 – Single Family Residential District does not allow LED or Electronic Signs.

For us to be allowed to have an electronic sign on our property on 105 East Grove St, we need to change the zoning of our property from R1-Single Family Residential District to GB-General Business District and then apply for a Special Use in the GB – General Business District to comply with the regulations of the zoning and Planning Department of the Village of Poplar Grove.

The following are our reasons why we are asking that our zoning change and the special use be granted to our church:

1. In order to change our message, the current sign requires that a person must manually select all the individual letters for each word of the new message and keep them in order of placement.

2. The current sign is over fifteen years old. The hydraulic arms that lift and hold up the glass door no longer work. Stronger winds have in various occasions open the glass door and have caused more damage to the sign.

3. As a result of the hydraulic arms not functioning, the individual changing the message must sit or stand in a position to hold the glass up with their head. The alternative is to find an individual to stand at the sign with them and hold the glass. Neither of these is safe on a windy day.

4. There are messages we would like to make known to the community driving or walking by that we cannot do on our current sign limiting us in the messages we as a church provide to our community.

5. We have selected an electronic sign that fits exactly on the same area and opening of our current sign. There will be no need to change our current sign structure. This sign will provide our church sufficient flexibility and a different way to transmit our message.

6. Finding a volunteer to change this message is becoming more difficult.

7. The current building for Poplar Grove United Methodist Church was built in 1999. At that time, electronic signs were very cumbersome and did not provide the features these signs provide today. The Board of Trustees of PGUMC have been the lighting systems in the building over to LED. Most of the lighting on the interior has been completed from conventional to LED. Now we are focusing our efforts in converting the exterior light systems. In this effort we have already converted the parking lights to LED and the manual sign is the next step in this conversion.

8. The location of the electronic sign will be at the same location of our current sign. This sign is located between xxx feet to the closet residential property across Route 173 to xxx feet to the residences on Route 173 , North State Street, and Carson Drive.

Based on the points stated above, we would like to ask the Planning Department of the Village of Poplar Grove to grant our request to change our current R1- Single Family Residential District zoning to GB – General Business District and grant us with the Special Use to allow our site to have an electronic sign to transmit our message to our congregation and our community.

If you need any additional information, please do not hesitate to contact us with your concerns or questions.

Sincerely,

Saavedra Group Architects

Daniel G. Saavedra, AIA
President
Poplar Grove United Methodist Church Representative

ARCHITECTURE • ENGINEERING • MANAGEMENT
504 North Church Street, Rockford, Illinois 61103
Phone: 815-963-9392 Fax: 815-963-9021 www.sgadesign.com

Formerly Saavedra Gehlhausen Architects

Boone County
Soil & Water
Conservation District

211. N. Appleton Road
Belvidere, IL 61008
815-544-3465 x3

30 August 2021

SWCD NRI #: 1665

Belvidere Planning Department
401 Whitney Blvd., Suite 300
Belvidere, IL 61008

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted. We will supply a written reply to your office as indicated below:

__X__ Our review does not apply in this instance.
_____ Other (see attached)

Location of Site: 105 E. Grove Street, Poplar Grove, IL 61065
PIN(S): 04-19101-057

Contacts	Petitioner	Owner
Daniel Saavedra 504 N. Church St. Rockford, IL 61103 Daniel.saavedra@sgadesign.com (815) 222-7226	Poplar Grove United Methodist Church 105 E. Grove Street Poplar Grove, IL 61065	Same as Petitioner
(815) 765-2001 linda@pgumc.com		

Request: Special use for an LED sign and a change in zoning from R1 to GB.

Comments: The desired land use change will not significantly disturb soil or water resources.

Sincerely,

Teagan Duffy
Boone County Soil & Water
Conservation District

Public Health
Prevent. Promote. Protect.

Boone County Health Department
1204 Logan Avenue, Belvidere, Illinois 61008
Main Office 815.544.2951 Clinic 815.544.9730 Fax 815.544.2050
www.boonehealth.org

The mission of the Boone County Health Department is to serve our community by preventing the spread of disease, promoting optimal wellness & protecting the public's health.

September 10, 2021

Gina DelRose
Community Development Planer
401 Whitney Blvd Suite 300
Belvidere, IL 61008

FAX: 815-547-0789

Planning Services for Village of Poplar Grove

Re: Case: 2021-04, Poplar Grove United Methodist Church, (MA)

Dear Gina,

We are in receipt of a map amendment for Poplar Grove United Methodist Church, 105 E Grove Street, Poplar Grove, IL 61065 (rezoning) on approximately 6 acres of land from the R-1, Single-Family Residential 1 District to the GB, General Business District in accordance with the Poplar Grove Zoning Ordinance, Section 8-5-5 Map Amendment.

Our office has no objections or comments on this request.

Thank you,

Amanda Mehl
Administrator of Public Health
AT

Memorandum

DATE: September 23, 2021

TO: Poplar Grove Village Board

FROM: Village of Poplar Grove Planning and Zoning Commission

SUBJECT: Findings of Fact and Recommendation for case: 2021-04; Poplar Grove United Methodist Church, 105 East Grove Street (MA)

REQUEST AND LOCATION:
The applicant and property owner, Poplar Grove United Methodist Church, 105 E. Grove Street, Poplar Grove, IL 61065 is requesting a map amendment (rezoning) on approximately 6 acres of land from the R-1, Single-Family Residential 1 District to the GB, General Business District in accordance with the Poplar Grove Zoning Ordinance, Section 8-5-5 Map Amendment. The property is located at the southeast corner of North State Street and East Grove Street and is commonly known as 238 North State Street and 105 East Grove Street. PINs: 04-19-101-057; 04-19-101-014 and 04-19-101-001.

FINDINGS OF FACT:
To make a recommendation and to adopt the findings of fact, the Commission shall consider whether the change is consistent with the objectives of the Zoning Ordinance prescribed in Section 8-1-3. The objectives are as follows:

A. To promote and protect the public health, safety, morals, convenience and general welfare of the people.

Due to the proximity of North State Street and East Grove Street, a mix of commercial and residential land uses already exists. As more properties develop along Grove Street, additional commercial development is expected to occur.

B. To secure adequate natural light, pure air and safety from fire and other dangers.

All new development shall adhere to the Zoning Ordinance, Subdivision Ordinance, Building Codes, Health Codes, Fire Codes, etc. All codes ensure that light, air and safety are being protected.

C. To protect the character and maintain the stability of residential, business and industrial areas within the Village of Poplar Grove and to promote the orderly development of the areas.

The Village's 2009 Comprehensive Plan calls for the property to remain residential. However, due to its location along a major thoroughfare, general business zoning is appropriate when the property can be served by nonresidential streets.

D. To lessen or avoid the hazards to persons and damage to property resulting from the accumulation or runoff of storm or flood waters.

Rezoning the property will allow the continuation of institutional (church) uses. Although certain commercial land uses tend to occupy more lot coverage than institutional land uses, development regulations with the Village of Poplar Grove will minimize the potential for stormwater runoff. The property is not within or adjacent to any FEMA designated floodplains or floodways.

E. To limit congestion in the public streets and highways.

In this situation, the size of the property, not just the zoning district, lends itself to creating higher levels of traffic. The 6 acres could be subdivided into potentially 13 residential lots and the existing church can create traffic during services and events.

F. To prohibit uses or structures which are incompatible with the character of other appropriate existing or intended uses within specified zoning districts.

The current building is compatible with both the R-1, Single-Family Residential 1 District and the GB, General Business District. Due to the location along Grove Street, any future development that is more commercial in scale would be compatible with the future commercial growth that is anticipated in the area.

G. To provide for the gradual elimination of those existing uses of land, buildings and structures that do not conform to the standards of the zoning district in which they are located.

Nearby properties are zoned a mix of residential and commercial and used in varying intensities of those land uses in addition to institutional land uses. The existing building is a church that is acceptable in both zoning districts. However, the signage is more appropriate in a commercial district rather than a residential district.

H. To conserve and enhance the taxable value of land and buildings throughout the Village of Poplar Grove.

Although the current land use is tax exempt, future land uses would be commercial in nature. The Village intends to take advantage of the fact that Grove Street is a state route for future commercial growth.

RECOMMENDATION:
The planning staff recommends approval of case 2021-04 for a map amendment from R-1, Single-Family Residential 1 District to the GB, General Business District.

The motion to adopt the Findings of Fact as presented by staff for case 2021-04; Poplar Grove United Methodist Church, 105 East Grove Street (MA) carried with a (4-0) roll call vote.

The motion to approve case 2021-04; Poplar Grove United Methodist Church, 105 Eat Grove Street (MA) carried with a (4-0) roll call vote.

_____

Nate Sroka, Acting Chairman
Poplar Grove Planning and Zoning Commission

MEMO

DATE: September 23, 2021

TO: Poplar Grove Village Board

FROM: Village of Poplar Grove Planning and Zoning Commission

SUBJECT: Recommendation— Case 2021-05: Poplar Grove United Methodist Church, 105 East Grove Street, (SU)

REQUEST AND LOCATION:
The applicant and the property owner, Poplar Grove United Methodist Church, 105 East Grove Street, Poplar Grove, IL 61065 is requesting a special use pursuant to the Poplar Grove Zoning Ordinance, Table 8-11-5(C)(1) Permitted Signs by Type and Section 8-5-7 Special Uses. Specifically, the applicant is requesting a special use to have an animated sign at 105 East Grove Street with the GB, General Business District (pending rezoning) on approximately 5.5 acres of land (PIN: 04-19-101-057). The property is irregular in shape and developed with a church and parking area.

RECOMMENDATION:
The Planning and Zoning Commission **approved** case number 2021-05 subject to the following conditions:

1. The animated portion of the sign shall be in substantial conformance with the picture submitted.

2. Messages displayed within the animated portion of the sign shall be static for a minimum of five seconds.

3. Illumination levels from the sign shall not exceed 0.5 footcandles at the property line.

The motion to approve case 2021-05 for a special use to permit an animated sign at 105 East Grove Street subject to the three conditions as presented by staff carried with a (4-0) roll call vote.

_____
Nate Sroka, Acting Chairman
Poplar Grove Planning and Zoning Commission

Memorandum

DATE: September 15, 2021

TO: Village of Poplar Grove Planning and Zoning Commission

FROM: Gina DelRose, Community Development Planner

SUBJECT: Staff advisory memo for case: 2021-05; Poplar Grove United Methodist Church, 105 East Grove Street (SU)

REQUEST AND LOCATION:
The applicant and the property owner, Poplar Grove United Methodist Church, 105 East Grove Street, Poplar Grove, IL 61065 is requesting a special use pursuant to the Poplar Grove Zoning Ordinance, Table 8-11-5(C)(1) Permitted Signs by Type and Section 8-5-7 Special Uses. Specifically, the applicant is requesting a special use to have an animated sign at 105 East Grove Street with the GB, General Business District (pending rezoning) on approximately 5.5 acres of land (PIN: 04-19-101-057). The property is irregular in shape and developed with a church and parking area.

BACKGROUND:
The subject property is approximately 5.5 acres in size located southeast of North State Street (Poplar Grove Road) and East Grove Street (Illinois Route 173). The church was constructed on the large parcel in 1999. The property, along with two other parcels are currently being petitioned for a map amendment to the general business district in order to allow for the requested special use.

The proposed animated sign would measure 2'4" x 7'10.5" and would replace the changeable copy portion of the existing sign. The animated sign would provide the church the ability to advertise services, events and community outreach efforts. Conditions of approval regulating how messages are displayed will reduce potential negative impacts the sign may create.

The adjacent property owners were sent certified notices on August 31, 2021 and the green cards have been returned. The request was published in the Boone County Journal on September 3, 2021. The appropriate village staff and other agencies were notified on August 30, 2021. No objections from the agencies were received.

FINDINGS OF FACT:
Per Section 8-5-7(D) of the Village of Poplar Grove Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

A. **Findings: The establishment, maintenance or operation of the special use would not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

The animated sign will replace the existing changeable copy portion of the church's sign. Although animated signage can be distracting due to lighting levels and graphic displays, conditions of approval placed on the special use will reduce the potential negative impacts of the animated sign.

Churches often provide services that can be beneficial to the community. Various support groups, fundraisers and informational gatherings can be housed within a Church and notifying the community of such events can be difficult

B. **Findings: The special use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish or impair property values within the neighborhood.**

Animated signage is becoming more and more popular with institutional uses due to their wide variety of offerings to the community. The ability to inform the community of offerings that could be beneficial to them would be advantageous to nearby property.

C. **Findings: The establishment of the special use will not impede the normal or orderly development and improvements of the surrounding property for uses permitted in the district.**

There are older residences along East Grove Street in addition to Bennett's Crossing which is located east of the property) and platted in 1995. The sign will be located along East Grove Street (Illinois Route 173) which is anticipated to develop with a mix of commercial uses and commercial signage. The planning staff is not aware of any development that was deterred due to a nearby animated sign.

D. **Findings: Adequate utilities, access roads, drainage and/or necessary facilities will be provided.**

The property is currently developed with a church and parking area. It is adequately served by utilities. The special use would require a sign face change, but not new construction.

E. **Findings: Adequate measures have been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.**

The property is currently developed with adequate ingress and egress. The animated sign will replace an existing changeable copy sign which has not had a negative impact on traffic in the past.

F. **Findings: The special use shall, in all other respects, conform to the applicable regulations of the districts in which it is located.**

The special use will be required to conform to all the applicable regulations of the Zoning Ordinance, the Subdivision Ordinance, all other regulations and to any conditions of approval enacted by the Village Board.

RECOMMENDATION:
The planning staff recommends approval of case 2021-05 subject to following conditions:

1. The animated portion of the sign shall be in substantial conformance with the picture submitted.

2. Messages displayed within the animated portion of the sign shall be static for a minimum of five seconds.

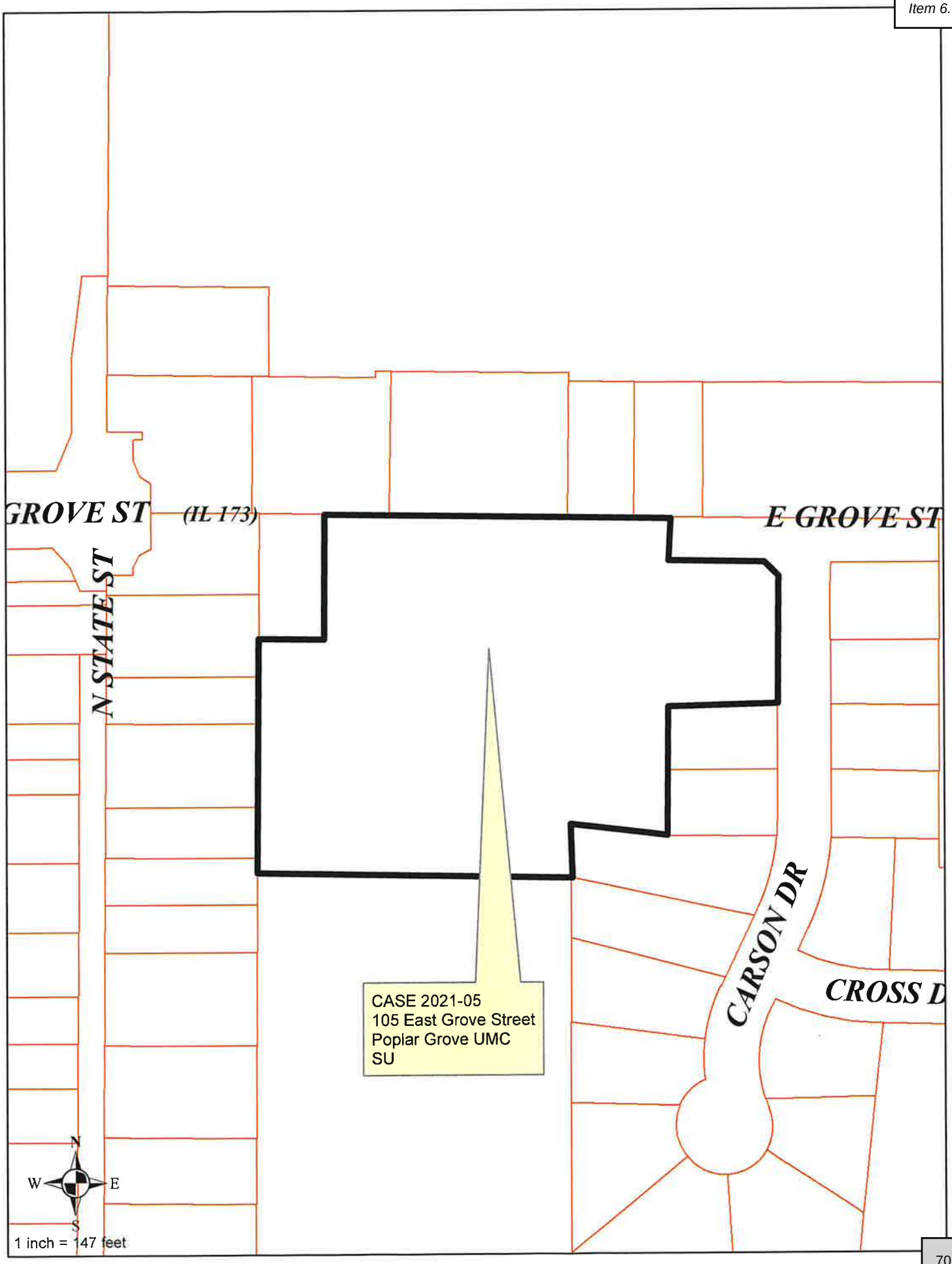
3. Illumination levels from the sign shall not exceed 0.5 footcandles at the property line.

PLANNING AND ZONING COMMISSION/VILLAGE BOARD ACTION

The Planning and Zoning Commission shall make and forward findings of fact as to the compliance of the proposed special use with the standards and make a recommendation to the Village Board. The Village Board shall review the findings and recommendation and may accept or reject the findings and recommendation of the Planning and Zoning Commission in whole or in part; or the Village Board may refer the matter back to the Planning and Zoning Commission for further consideration. Any approval shall be considered the approval of a unique request and not be construed as precedent for any other proposed special use.

ATTACHMENTS

1. Location Map submitted by Planning Staff.
2. Aerial Photo submitted by Planning Staff.
3. Narrative submitted by the Applicant.
4. Site Plan submitted by the Applicant.
5. Pictures of the Existing Sign submitted by the Applicant.
6. Proposed Sign submitted by the Applicant.
7. NRI 1653 submitted by the Boone County Soil and Water Conservation District, Teagan Duffy, August 30, 2021.
8. Letter from Boone County Health Department, Amanda Mehl, September 10, 2021.


GROVE ST
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CASE 2021-05
105 East Grove Street
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1 inch = 147 feet


CASE 2021-05
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1 inch = 92 feet

August 23, 2021

Village of Poplar Grove
Poplar Grove Village Hall
200 North Hill Street
Poplar Grove, Illinois 61065

Re: Application for Zoning Change
Poplar Grove United Methodist Church
PIN #s 04-19-101-057, 04-19-101-001, and 04-19-101-014
Change from R1- Single Family Residential District to GB – General Business District

Dear Planning Department,

Poplar Grove United Methodist Church is in the process of changing our current sign on 105 East Grove Street in Poplar Grove, Illinois, from a manually changed message to an electronically change message to be done wireless. These types of signs provide a better way to give the message we would like to give to our community and congregants. However, our current zoning R1 – Single Family Residential District does not allow LED or Electronic Signs.

For us to be allowed to have an electronic sign on our property on 105 East Grove St, we need to change the zoning of our property from R1-Single Family Residential District to GB-General Business District and then apply for a Special Use in the GB – General Business District to comply with the regulations of the zoning and Planning Department of the Village of Poplar Grove.

The following are our reasons why we are asking that our zoning change and the special use be granted to our church:

1. In order to change our message, the current sign requires that a person must manually select all the individual letters for each word of the new message and keep them in order of placement.

2. The current sign is over fifteen years old. The hydraulic arms that lift and hold up the glass door no longer work. Stronger winds have in various occasions open the glass door and have caused more damage to the sign.

3. As a result of the hydraulic arms not functioning, the individual changing the message must sit or stand in a position to hold the glass up with their head. The alternative is to find an individual to stand at the sign with them and hold the glass. Neither of these is safe on a windy day.

4. There are messages we would like to make known to the community driving or walking by that we cannot do on our current sign limiting us in the messages we as a church provide to our community.

5. We have selected an electronic sign that fits exactly on the same area and opening of our current sign. There will be no need to change our current sign structure. This sign will provide our church sufficient flexibility and a different way to transmit our message.

6. Finding a volunteer to change this message is becoming more difficult.

7. The current building for Poplar Grove United Methodist Church was built in 1999. At that time, electronic signs were very cumbersome and did not provide the features these signs provide today. The Board of Trustees of PGUMC have been the lighting systems in the building over to LED. Most of the lighting on the interior has been completed from conventional to LED. Now we are focusing our efforts in converting the exterior light systems. In this effort we have already converted the parking lights to LED and the manual sign is the next step in this conversion.

8. The location of the electronic sign will be at the same location of our current sign. This sign is located between xxx feet to the closet residential property across Route 173 to xxx feet to the residences on Route 173 , North State Street, and Carson Drive.

Based on the points stated above, we would like to ask the Planning Department of the Village of Poplar Grove to grant our request to change our current R1- Single Family Residential District zoning to GB – General Business District and grant us with the Special Use to allow our site to have an electronic sign to transmit our message to our congregation and our community.

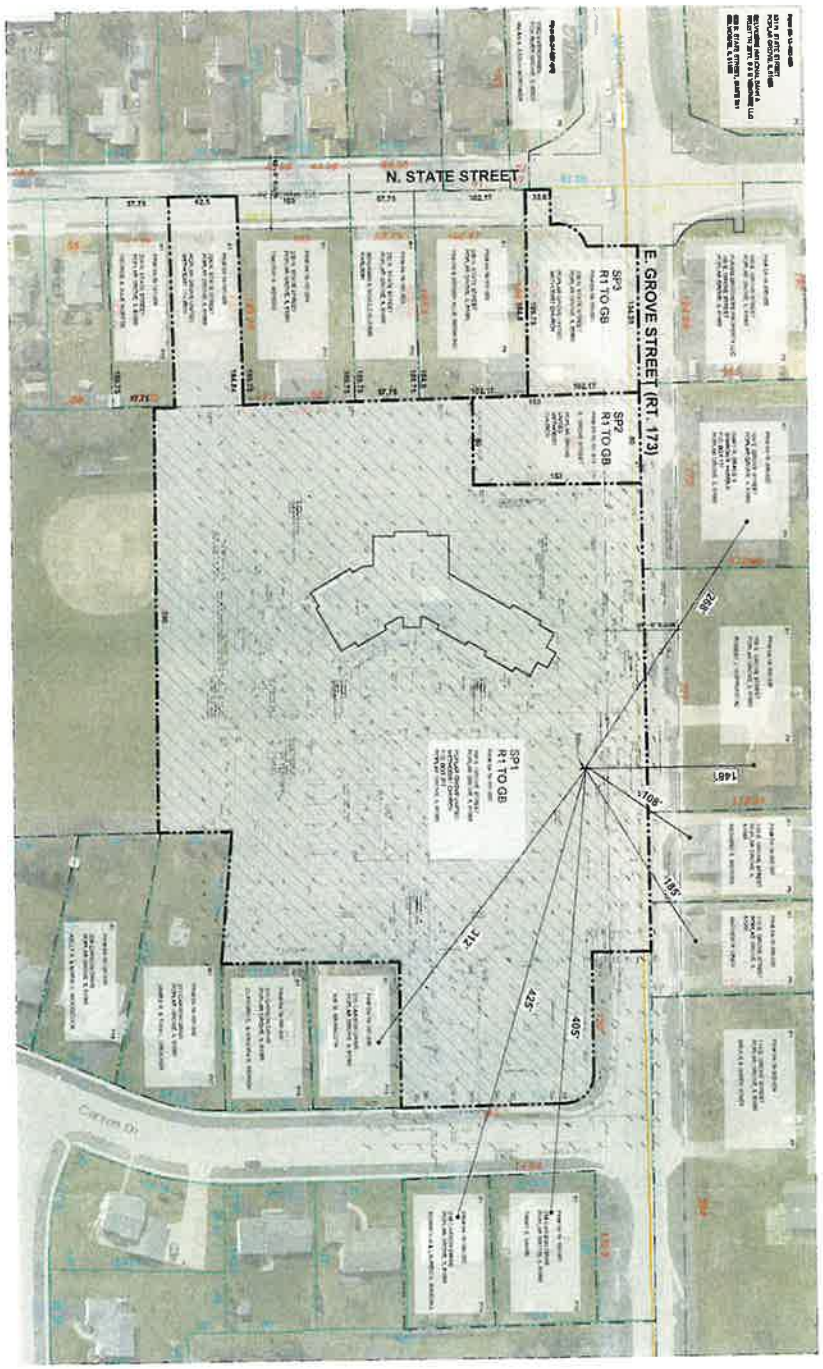
If you need any additional information, please do not hesitate to contact us with your concerns or questions.

Sincerely,

Saavedra Group Architects

Daniel G. Saavedra, AIA
President
Poplar Grove United Methodist Church Representative

1 PROPERTY REZONING & SPECIAL USE PERMIT APPLICATION 2/5/2021
1" = 40'-0"



LEGEND

SHEET: A1.00	PROJECT NUMBER: SHEET DESCRIPTION: PROPERTY REZONING & SPECIAL USE PERMIT APPLICATION	SHEET ISSUES	POPLAR GROVE UNITED METHODIST CHURCH POPLAR GROVE, ILLINOIS	GRAPHIC SCALE 1" = 1'-0" SCALE CAUTION: IF THIS BAR DOES NOT MEASURE EXACTLY 1" THESE DRAWINGS ARE NOT PRINTED TO SCALE	CONSULTANT	ELECTRONIC MEDIA AND COPYRIGHT NOTICE	Saavedra Group Architects 204 North Church Street Rockford, Illinois 61103 T (815) 963-9393 F (815) 963-9331 www.saavedragp.com Illinois Registration Number: 184-007632


POPLAR GROVE
UNITED METHODIST CHURCH
"I AM THE BREAD OF LIFE."
JOIN US SUNDAYS @8AM&10AM


POPLAR GROVE
UNITED METHODIST CHURCH
"I AM THE BREAD OF LIFE."
JOIN US SUNDAYS 8AM & 10AM
www.PGUMC.us
815-765-2001
Worship Times
Sunday 8:00 AM 10:00 AM
Sunday School 9:00 AM

2' 4" x 7' 10" Full Color Electronic Message Center



IMAGE SIGNS
ROCKFORD
BELVIDERE
PH: 282-4141
FAX: 282-4157

4/21/2021

SCALE

Notes:

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Boone County
Soil & Water
Conservation District

211. N. Appleton Road
Belvidere, IL 61008
815-544-3465 x3

30 August 2021

SWCD NRI #: 1665

Belvidere Planning Department
401 Whitney Blvd., Suite 300
Belvidere, IL 61008

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted. We will supply a written reply to your office as indicated below:

__X__ Our review does not apply in this instance.
_____ Other (see attached)

Location of Site: 105 E. Grove Street, Poplar Grove, IL 61065
PIN(S): 04-19101-057

Contacts	Petitioner	Owner
Daniel Saavedra 504 N. Church St. Rockford, IL 61103 Daniel.saavedra@sgadesign.com (815) 222-7226	Poplar Grove United Methodist Church 105 E. Grove Street Poplar Grove, IL 61065	Same as Petitioner
(815) 765-2001 linda@pgumc.com		

Request: Special use for an LED sign and a change in zoning from R1 to GB.

Comments: The desired land use change will not significantly disturb soil or water resources.

Sincerely,

Teagan Duffy

Teagan Duffy
Boone County Soil & Water
Conservation District

Public Health
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Main Office 815.544.2951 Clinic 815.544.9730 Fax 815.544.2050
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The mission of the Boone County Health Department is to serve our community by preventing the spread of disease, promoting optimal wellness & protecting the public's health.

September 10, 2021

FAX: 815-547-0789

Gina DelRose
Community Development Planer
401 Whitney Blvd Suite 300
Belvidere, IL 61008

Planning Services for Village of Poplar Grove

Re: Case: 2021-05, Poplar Grove United Methodist Church, 105 E Grove St. (SU)

Dear Gina,

We are in receipt of a special use to have an animated sign at 105 East Grove Street with the GB, General Business District (pending rezoning) on approximately 5.5 acres of land. PIN: 04-19-101-057.

Our office has no objections or comments on this request.

Thank you,

Amanda Mehl
Administrator of Public Health
AT

MEMO

DATE: September 23, 2021

TO: Poplar Grove Village Board

FROM: Village of Poplar Grove Planning and Zoning Commission

SUBJECT: Findings of Fact for Case 2021-05: Poplar Grove United Methodist Church, 105 East Grove Street (SU)

REQUEST AND LOCATION:
The applicant and the property owner, Poplar Grove United Methodist Church, 105 East Grove Street, Poplar Grove, IL 61065 is requesting a special use pursuant to the Poplar Grove Zoning Ordinance, Table 8-11-5(C)(1) Permitted Signs by Type and Section 8-5-7 Special Uses. Specifically, the applicant is requesting a special use to have an animated sign at 105 East Grove Street with the GB, General Business District (pending rezoning) on approximately 5.5 acres of land (PIN: 04-19-101-057). The property is irregular in shape and developed with a church and parking area.

FINDINGS OF FACT:
Per Section 8-5-7(D) of the Village of Poplar Grove Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

A. **Findings: The establishment, maintenance or operation of the special use would not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

The animated sign will replace the existing changeable copy portion of the church's sign. Although animated signage can be distracting due to lighting levels and graphic displays, conditions of approval placed on the special use will reduce the potential negative impacts of the animated sign.

Churches often provide services that can be beneficial to the community. Various support groups, fundraisers and informational gatherings can be housed within a Church and notifying the community of such events can be difficult

B. **Findings: The special use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish or impair property values within the neighborhood.**

Animated signage is becoming more and more popular with institutional uses due to their wide variety of offerings to the community. The ability to inform the community of offerings that could be beneficial to them would be advantageous to nearby property.

C. **Findings: The establishment of the special use will not impede the normal or orderly development and improvements of the surrounding property for uses permitted in the district.**

There are older residences along East Grove Street in addition to Bennett's Crossing which is located east of the property) and platted in 1995. The sign will be located along East Grove Street (Illinois Route 173) which is anticipated to develop with a mix of commercial uses and commercial signage. The planning staff is not aware of any development that was deterred due to a nearby animated sign.

D. <u>Findings:</u> Adequate utilities, access roads, drainage and/or necessary facilities will be provided.

The property is currently developed with a church and parking area. It is adequately served by utilities. The special use would require a sign face change, but not new construction.

E. <u>Findings:</u> Adequate measures have been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.

The property is currently developed with adequate ingress and egress. The animated sign will replace an existing changeable copy sign which has not had a negative impact on traffic in the past.

F. <u>Findings:</u> The special use shall, in all other respects, conform to the applicable regulations of the districts in which it is located.

The special use will be required to conform to all the applicable regulations of the Zoning Ordinance, the Subdivision Ordinance, all other regulations and to any conditions of approval enacted by the Village Board.

The motion to adopt the Findings of Fact for case 2021-05 for a special use to permit an animated sign at 105 East Grove carried with a (4-0) roll call vote.

_____
Nate Sroka, Acting Chairman
Poplar Grove Planning and Zoning Commission

ORDINANCE # 2021__33____

AN ORDINANCE GRANTING A SPECIAL USE FOR AN ANIMATED SIGN WITHIN THE GB, GENERAL BUSINESS DISTRICT (105 East Grove Street)

WHEREAS, the Village of Poplar Grove has adopted Title 8, Zoning in accordance with the provisions of Illinois Compiled Statutes, to regulate the use of land and specify the minimum requirements for improvements on land in the Village of Poplar Grove; and

WHEREAS, special uses are certain municipal or private uses that due to their physical or operational characteristics may pose a threat to the value, use and enjoyment of adjoining property and are reviewed on a case by case basis, and are permitted only by permission of the Poplar Grove Village Board; and,

WHEREAS, the applicant and owner, Poplar Grove United Methodist Church, 105 East Grove Street has petitioned the Village for a special use to permit an animated sign at 105 East Grove Street; and,

WHEREAS, after due notice by publication pursuant to the Illinois State Statutes, the Village of Poplar Grove Planning and Zoning Commission held a public hearing on September 22, 2021 concerning the proposed special use; and,

WHEREAS, the Village of Poplar Grove Planning and Zoning Commission having examined said application and having considered the evidence, both oral and documentary, and being fully advised about the premises did make findings of fact and a recommendation; and,

WHEREAS, the corporate authorities of the Village considered the findings of fact and concur with the recommendation of the Planning and Zoning Commission.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND VILLAGE BOARD OF THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. That a special use in the GB, General Business District for an animated sign at the property legally described as and depicted in Attachment A:

> Part of the Northwest Quarter (1/4) of Section 19, Township 45 North, range 4 East of the Third Principal Meridian, bounded and described as follows, to-wit: Commencing at the Northwest corner of said Section 19; thence South 89 degrees 34’20” East, along the North line of said Section 19, a distance 0f 269.75 feet to the Northeast corner of premises

conveyed from Morgan J. Bullard and Lola R. Bullard to Zygmunt Teper and Mary Teper by Deed recorded in Book 122 of Deeds on page 114 in the Recorder's Office of Boone County, Illinois, said point being the point of beginning of the following described premises, to-wit: thence South 00 degrees 00' East, along the East line of aforesaid premises, so conveyed, a distance of 153.00 feet to the Southeast corner of aforesaid premises; thence North 89 degrees 34'20" West, along the South line of aforesaid premises, so conveyed, a distance of 80.0 feet to the Southwest corner of aforesaid premises; thence South 00 degrees 00' East, a distance of 226.19 feet to the North line of the premises conveyed by Ella Mae Pay to the Trustees of Poplar Grove Township, Boone County, Illinois by Deed recorded in Book 109 of Deeds on page 48 in said Recorder's Office of Boone County, Illinois; thence North 00 degrees 00' West, a distance of 390.0 feet to the North line of said Section 19; thence North 89 degrees 34'20" West, along the North line of said Section 19, a distance of 430.24 feet to the point of beginning; situated in the County of Boone and State of Illinois. 80 N153' E430.24" to POB & Lots 31 and 32 Bennetts Crossing (Ex PT for RD). PIN: 04-19-101-057

Be and is hereby approved, subject to the following conditions:

1. The animated portion of the sign shall be in substantial conformance with the picture submitted. (Attachment B).

2. Messages displayed within the animated portion of the sign shall be static for a minimum of five seconds.

3. Illumination levels from the sign shall not exceed 0.5 footcandles at the property line.

Section 2. That the premises shall be used in accordance with and subject to the applicable provisions of the Zoning Ordinance of the Village of Poplar Grove and shall not be used except as may otherwise be expressly authorized by the special use.

Section 3. That acceptance of any of the benefits of this Special Use shall be deemed acceptance of all the terms and conditions set forth herein.

Section 4. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED by the Village Board of the Village of Poplar Grove this ____ day of _____, 2021.

APPROVED by the President of the Village of Poplar Grove this ____ day of _____, 2021.

_____
Don Sattler, Village President

ATTEST:

_____
Karri Anderberg, Village Clerk

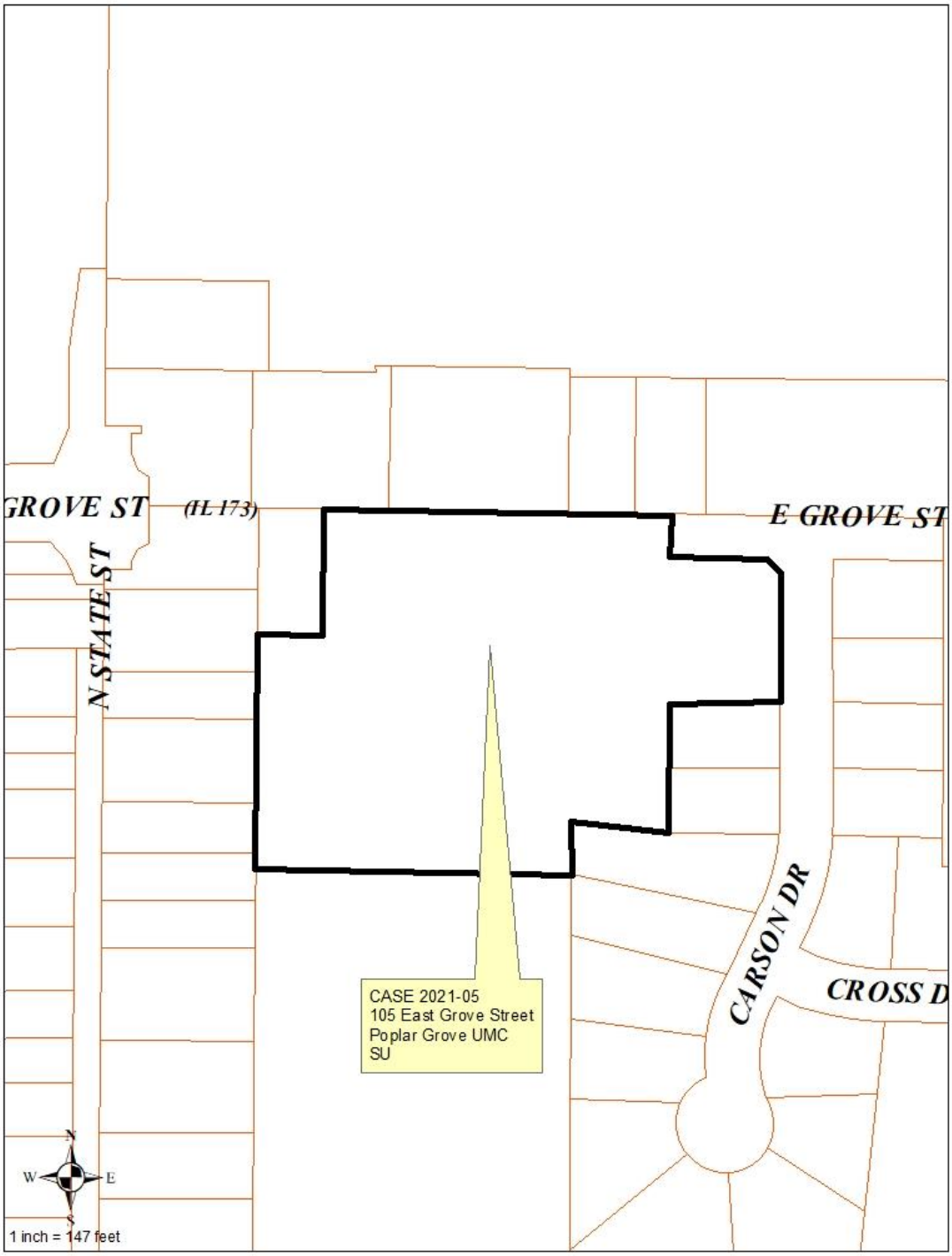
Ayes:____ Nays: ____ Absent ____

Village Board Members Voting Aye:____

Village Board Members Voting Nay:____

Date Published: _____ Sponsor:_____

Attachment A



Attachment B

2' 4" x 7' 10" Full Color Electronic Message Center



IMAGE SIGNS
ROCKFORD
BELVIDERE
PH: 282-4141
FAX: 282-4157

4/21/2021

SCALE

Notes:

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ORDINANCE NO. 2021-34

AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE ILLINOIS AMENDING ARTICLE II BUSINESS AND LICENSE REGULATIONS, CHAPTER 2 LIQUOR CONTROL, OF THE VILLAGE OF POPLAR GROVE CODE OF ORDINANCES

WHEREAS, Governor Pritzker signed into law Illinois Senate Bill 54 on April 2, 2021, which permanently permits the delivery of alcoholic liquors through third-party facilitators (i.e. Grubhub, DoorDash) to residential homes or other designated locations of a consumer; and

WHEREAS, the Village of Poplar Grove, Illinois ("Village") has adopted a Village Code of Ordinances ("Code"); and

WHEREAS, Article II of the Code governs Business Licenses and Regulations; and

WHEREAS, Chapter 2 of Article II governs Liquor Control; and

WHEREAS, the Village desires to amend Chapter 2 of the Code to permit the sale of and delivery to of alcoholic liquors to a residential home or other designated locations of a consumer; and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to make such amendments.

NOW THEREFORE, be it ordained by the President Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

That Section 2-2-3-1entitled "Delivery of alcoholic liquors to a home by a retailer or third-party facilitator." is hereby created to read as follows (additions shown as **bold and underlined** and deletions as ~~strikethroughs~~) (all other sections not amended shall remain as written):

"**Delivery of alcoholic liquors to a home by a retailer or third-party facilitator.**

1. **Home delivery of alcoholic liquors by a retailer or a retailer via a mobile application order shall be permitted under the following conditions:**
    1. **The alcoholic liquors are delivered by the retailer's employee.**
    2. **The retailer or its employee who delivers the alcoholic liquors verifies that the individual accepting the delivery is at least 21 years of age.**
    3. **If the retailer or its employee intends to serve the alcoholic liquors to the consumer, the retailer or its employee providing the service has completed the responsible alcohol service serve training (235 ILCS 5/6-27.1).**

2. **All businesses permitting home delivery of alcoholic liquors via a mobile application order shall apply for a Class ___ liquor license. To be eligible for a Class __ license, the licensee must also have a Class __ license.**
3. **Any business utilizing home delivery of alcoholic liquors must provide the alcohol in a sealed container, that is tamper-proof or tamper-evident, which must contain the following information:**
    i. **The cocktail or mixed drink ingredients, type and name of the alcohol;**
    ii. **The name, license number and address of the retail licensee that filled the original container and sold the product;**
    iii. **The volume of the cocktail or mixed drink in the sealed container; and**
    iv. **The sealed contained was filled less than 7 days before the date of the sale.**
4. **The employee transferring the cocktail or mixed drink shall hold a valid server certificate by a certified Beverage Alcohol Sellers and Servers Education and Training (BASSET) trainer and be 21 years of age or older.**
5. **The container a container of a mixed drink or cocktail shall be transported in the passenger area of a vehicle.**
6. **The fee for such license shall be _____.**
7. **The holder of such Class __ license shall authorize the holder to facilitate the delivery of alcoholic liquors to a home which is lawful and fully in compliance with all rules, regulations, statutes of the state and the city.**

2. That Section 2-2-4 entitled "License Classifications, Fees, Number Issued" is hereby amended to create a new subparagraph _____ to read as follows (additions shown as **bold and underlined** and deletions as ~~strikethroughs~~) (all other sections not amended shall remain as written):

([#]) *Class ___ license* A Class __ license shall authorize the home delivery of retail sales of alcoholic liquors sold by a retailer or a retailer via a mobile application order.

3. If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

4. All other ordinances of the Village shall remain in effect as previously enacted except that those ordinances, or parts thereof, in conflict are hereby repealed to the extent of such conflict.

5. This Ordinance shall be in full force and effect from after its passage, approval, and publication in pamphlet form as provided by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED_____, 2021

ATTEST:

_____ _____

CLERK PRESIDENT

FIRST AMENDED AGREEMENT

THIS AGREEMENT (the "Agreement") entered into this _____ day of _____, 2021, by and between the Village of Poplar Grove, an Illinois municipal corporation ("Poplar Grove"), and the Poplar Grove Lions Charities Inc. a/k/a the Poplar Grove Lions Club, an Illinois not-for-profit corporation ("Lions Club").

WHEREAS, in June 1989, subject to the terms and conditions of an agreement of the same date (the "1989 Agreement"), the Lions Club gifted and conveyed legal title to an eight (8) acre parcel located in the Village of Poplar Grove, Boone County, Illinois, legally described in Exhibit "A", attached hereto and incorporated herein by reference (hereinafter the "Premises"), to Poplar Grove.

WHEREAS, the purpose of the transfer of the Premises was to establish a community park to be operated and developed by the Lions Club and for the benefit of the community at large.

WHEREAS, subject to the terms and conditions of the 1989 Agreement, Poplar Grove is now the titled owner of the Premises; and

WHEREAS, Poplar Grove and the Lions Club desire to restate and amend the terms and conditions of the Agreement between the parties in order to continue the cooperative development and maintenance of the Premises.

NOW, THEREFORE, for consideration, and in consideration of the mutual covenants and promises as set forth herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Continued Development Rights

The Lions Club shall continue to retain the right to develop and improve the Premises into a community park, subject to the terms and conditions of this Agreement, in any manner that they see reasonably fit and practical.

~~2. Term~~

~~The initial term of this Agreement shall be for twenty-five (25) years. This Agreement shall be automatically renewed for successive periods of 25 years unless:~~

~~(a) the Lions Club notifies Poplar Grove of termination, in writing, at least 60 days before the end of the term, in which case this Agreement shall terminate upon the expiry of the applicable term; or~~

~~(b) otherwise terminated pursuant to the terms contained in this Agreement.~~

23. Responsibilities of Poplar Grove

Poplar Grove shall maintain the Premises by providing the following as needed:

(a) Grass mowing
(b) Weed control

(c) Maintenance of parking lots and drives
(d) Refuse and trash removal

43. Responsibilities of the Lions Club

The Lions Club shall provide normal upkeep of the following appurtenances at the Premises:

(a) Concessions
(b) Rest rooms
(c) Playground equipment
(d) Maintenance building

54. Scheduling

In recognition of the contributions to Poplar Grove and surrounding communities and its residences, the Lions Club shall have first choice for scheduling activities and the dates of events. The Lions Club will advise Poplar Grove of the appropriate contact for reserving park space and facilities.

65. Improvements

The Lions Club and Poplar Grove will collaborate to develop the Premises to the benefit of the community under the following provisions:

(a) Poplar Grove will consider providing funding for improvement projects within the Premises; and

(b) Poplar Grove will consider joint funding of projects with the Lions Club at the Premises; and

(c) Any permanent structure that either party hereto contemplates building on the Premises subsequent to the date of this Agreement shall be approved and agreed to in writing by both parties.

76. Reservation Fee Structure

The Lions Club ~~may develop a reservation fee structure for use of facilities at the Premises which will supersede and/or be in addition to any fees imposed~~and Poplar Grove agree to cooperate and codify fees charged for use of the Premises in a ~~by Poplar Grove~~village ordinance. Fees will be applied equally to all like users of the Premises. At the request of Poplar Grove, the Lions shall provide Poplar Grove with a copy of the financial records accounting for money collected and expended on the Premises. The format of the records and information to be provided shall be in the same manner as ordinarily kept and maintained by the Lions Club. Poplar Grove's request for records shall be limited to once per calendar year. Both parties agree to reasonably cooperate with each other relating to any request for records or information stemming from an audit or other requests from the Internal Revenue Service, Illinois Department of Revenue, or other similar agencies even if said cooperation results in more than one request for records or information per calendar year.

87. Assignment of Agreement

Without the prior, express, and written consent of the other party, which shall not be unreasonably withheld, neither party shall assign this Agreement to any third party.

~~9~~8. Dangerous Materials

The Lions Club shall not store or have on the Premises any article or thing of a dangerous, inflammable, or explosive character that might unreasonably increase the danger of fire on the Premises or that might be considered hazardous or extra hazardous by any responsible insurance company. For the purposes of this provision, gas, oil, cleaning supplies and other supplies necessary for the ordinary maintenance of the Premises and its facilities shall not be considered dangerous materials.

~~10~~9. Insurance

The Premises shall, at all times, pursuant to this Agreement, be the property of Poplar Grove and shall be covered under Poplar Grove's liability insurance policy. ~~Poplar Grove shall name the Lions Club as an additional insured on the insurance policy covering the Premises and provide the Lions Club with proof of insurance on an annual basis.~~ The Lions Club agrees to refrain from taking any action that would jeopardize Poplar Grove's ability to insure the Premises.

11~~0~~. Termination

This Agreement may be terminated before its expiry if:

(a) Both parties agree, in writing, to terminate the Agreement; or

(b) Either party is dissolved and assignment of the Agreement to a third party is not possible under the provisions of Paragraph 8.

Upon termination, each party shall have no further rights or obligations as set forth in this Agreement.

11~~12~~. Binding Effect

The covenants and conditions contained in this Agreement shall apply to and bind the heirs, legal representatives, and assigns of the parties, and all covenants are to be construed as conditions of this Agreement.

12~~3~~. Governing Law

It is agreed that this Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Illinois.

13~~4~~. Entire Agreement

This Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

14~~5~~. Modification of Agreement

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

15~~6~~. Notices

Any notices required or desired to be given under this Agreement shall be deemed to have been sufficiently given to either party when delivered via USPS, UPS, or FedEx with signature confirmation.

Notice to Poplar Grove shall be sent to: _____

_____

_____

Notice to the Lions Club shall be sent to: _____

_____

_____

16~~7~~. Survival of Provisions

If any of the provisions of this instrument are invalid with any statute or rule of law of the State of Illinois or of any judicial district in which it may be so brought to be enforced, then such provisions shall be deemed null and void to the extent that they may conflict herewith, however, the remainder of this instrument and any other application of such provision shall not be affected hereby.

17~~8~~. Venue of Actions

The parties hereto mutually covenant and agree that any and all suits for any and every breach of this Agreement shall be instituted and maintained in any court of competent jurisdiction in Boone County, Illinois.

18~~9~~. Jurisdiction

All parties hereto hereby agree, consent and submit to the jurisdiction of the courts of the State of Illinois relative to any and all suits, claims, causes of action, interpretation of damages and any other judicial proceedings that may arise out of the performance of and/or enforcement of this Agreement.

~~20~~19. Waiver of Right to Change Venue

The parties hereto acknowledge that this Agreement is executed in Poplar Grove, Illinois, and also acknowledge that they have agreed that any and all proceedings and/or actions pertaining to this Agreement shall be instituted, prosecuted and defended in the courts of Boone County, Illinois, and therefore, both Poplar Gove and the Lions Club, hereby waive their respective rights to a change of venue.

20~~1~~. Use of Headings

The Article, Section and Clause headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to define, limit or extend the scope or intent of the clauses to which they appertain.

212. Counterparts

This Agreement may be executed in two or more counterparts, and all such counterparts shall constitute one and the same instrument provided all counterparts are provided to both parties and identified as part of this Agreement before the signed date of this Agreement.

223. Amendments, Modifications

Except as otherwise provided for herein, this Agreement may not be amended, modified, or terminated, nor any obligation hereunder be waived orally, and no such amendment, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the parties hereto.

IN WITNESS WHEREOF, THE PARTIES HERETO ARE DULY AUTHORIZED TO SIGN AND HAVE SIGNED THIS AGREEMENT ON THIS THE _____ DAY OF _____, 2021, AND BY DOING SO HAVE ACKNOWLEDGED THAT THEY HAVE READ THE FOREGOING DOCUMENT IN ITS ENTIRETY AND ACKNOWLEDGE THAT THE SAME IS A LEGALLY BINDING AGREEMENT, AND THAT THEY HAVE EXECUTED THE SAME AS THEIR OWN FREE AND VOLUNTARY ACT AND DO CONSENT TO AND ACKNOWLEDGE THE TERMS AND CONDITIONS HEREIN.

VILLAGE OF POPLAR GROVE:

_____
ITS PRESIDENT

ATTEST:

_____
CLERK

POPLAR GROVE LIONS CHARITIES INC. a/k/a POPLAR GROVE LIONS CLUB:

BY: _____
ITS: _____

PARK RULES AND REGULATIONS:

It shall be unlawful to: (Ord. 372, 1981)

A) Have pets on the grounds of Lions Park and unleashed pets on any of the other parks, which the village may have jurisdiction over. (Ord. 561, 3-11-2002)

(1) This section shall not apply to any service animal which is being used to assist a blind, deaf; or mobility-impaired person, provided that the service animal has adequate identification that it is a service animal.

B) Horseback ride.

C) Build fires in any area other than designated.

D) Camp.

E) Operate motorized vehicles on any of the park property other than on the roadway.

F) Harm, remove or disturb any building equipment, sign, marker, or structure.

G) Cause excessive noise as to disturb others.

H) Possess any of the following items on park property: glass containers (other than what is necessary to provide immediate medical treatment), firearms, air guns, blow guns, bows and arrows, crossbows, spears, or fixed/locking knives over 3" in length.

I) Throw, cast, lay or place any rubbish, paper, garbage or refuse matter of any kind in or upon Lions Park other than in refuse containers.

J) Damage, cut, break or in any way injure or deface any tree, shrub, plant, flower, or turf in the park premises.

K) Be present in the park from ten o'clock (10:00) P.M. to six o'clock (6:00) A.M.

L) Sell or distribute alcoholic beverages without permission from the village board of trustees and upon supplying proper dramshop coverage. (Ord. 372, 1981)

M) Utilize the park for any organized activity, for-profit pursuit, event, or gathering without a reservation, completed rental agreement, and deposit as defined by the fee structure and/or village ordinance.

PENALTIES

Eviction. Any person or organization violating any of the provisions of this chapter may be forthwith evicted from Lions Park.

Penalty. Any person or organization violating any of the provisions of this chapter shall, upon conviction, pay a fine of not less than $50.00 nor more than the maximum allowed by law.

FEE & DEPOSIT SCHEDULE

Pavilion Rental

Hours	Deposit	Refundable after inspection
Per Hour	$40	$20
4 Hour Block	$80	$40
Daily Block	$150	$75

Basketball Court Rental

Hours	Deposit	Refundable after inspection
Per Hour	$20	$10
4 Hour Block	$40	$20
Daily Block	$100	$50

Grass Area Use

People in Attendance	Deposit	Refundable after inspection
0 – 25	$20	$10
25 – 50	$40	$20
50 – 100	$50	$25
100 – 200	$100	$75
200+	Contact us	Contact us

Baseball/Softball Diamond Rental

Practice - No Prep (Per Hour) Not available weekdays May 1st – July 31st	$10
Practice - No Prep (Daily)	$100
Practice – Spring/Summer (90 minutes) Effective weekdays May 1st – July 31st	$15
Game/Scrimmage – No Prep (2-hour block)	$25
Game – Field Prep Includes infield drag, 1st/3rd base lines, and base/mound adjustments.	$50
Field Prep (additional) Includes infield drag, 1st/3rd base lines, and base/mound adjustments.	$25

Refundable Restroom Key Deposit: $20

POPLAR GROVE LIONS PARK RENTAL AGREEMENT

This agreement is entered into this _____ day of _____, 20____ by and between The Poplar Grove Lions Club and _____. Permission to use the park amenities, located in Poplar Grove Lions Park is granted subject to acceptance of the following conditions:

Pavilion

1. Fires are permitted in grills and barbecue pits only.
2. Tables must be replaced under Pavilion if moved or removed.
3. No staples, tacks, or nails to anchor tablecloths to tables.
4. Non-marking tape ONLY is allowed and must be removed after rental.
5. Non-compliance shall result in the forfeiture of your deposit.
6. The pavilion cannot be reserved for use while games on Diamond 1 are being played or when the concession stand is operating.
7. Pavilion rental does not include reservation of any surrounding area.
8. Poplar Grove Lions Park cannot be closed exclusively for any pavilion rental.

Baseball/Softball Diamonds

Scheduling

1. Practice Reservations:
    a. All practice times will be scheduled through the Poplar Grove Lions Club.
    b. North Boone Youth Baseball and North Boone Fastpitch Softball will be given priority scheduling for practice times.
2. Games/Tournaments:
    a. All games, scrimmages, and tournaments will be scheduled through the Poplar Grove Lions Club. North Boone Youth Baseball and North Boone Youth Fastpitch regular season games and tournaments will receive priority diamond time.
    b. Scheduling requests submitted for an upcoming season prior to March 1st will be given tentative approval, contingent upon no interference with the North Boone Youth Baseball and North Boone Youth Fastpitch schedule.
    c. All games must be completed by 9:00 PM, or when daylight conditions render play unsafe.
3. Diamond 1 cannot be reserved if the pavilion is also reserved by a different group.

Fees

1. All teams/organizations will pay the diamond rental for use of the facility according to the fee schedule.
2. Damage/reservation deposits must be paid to secure the reservation as defined in the fee schedule.
3. Fees and deposits must be made 2 weeks in advance of any reservation.
4. Reservations will not be accepted without the deposit payment.
5. All checks should be made payable to the Poplar Grove Lions Club.

Diamond Maintenance

1. The Poplar Grove Lions Club will perform pre-game maintenance only during normal working hours. Any work performed outside normal working hours will be billed accordingly at time and one half.
2. All preparation of the field will be done by the Poplar Grove Lions Club or its delegates only.
3. The cost of the field preparation must be paid prior the scheduled event.
4. If user requests use of turface or diamond dry there will be an extra charge for materials used.
5. The user is responsible for clean-up of all litter in the ball field area. (Including under, on, and around bleachers and dugouts) Any cleanup done by the Poplar Grove Lions Club will be charged to the user with a one-hour minimum charge.
6. The field is NOT to be tampered with in any way. That means do not add or remove top dressing. Stay off the field when grounds are wet!

Diamond Use

1. The Poplar Grove Lions Club holds the right to stop activities in the event such activities are detrimental to the overall use of the park. Failure of Lessee to observe any of these terms and conditions is cause for ejection from the premises at the discretion of the Poplar Grove Lions Club (or its delegates) and in such case no refund will be made and fines may be charged.
2. Written authorization from the Poplar Grove Lions Club and must be obtained before anything may be moved or removed from the diamond or grounds.
3. Decisions regarding the playability of the ball diamonds will be made by the Poplar Grove Lions Club only or its delegates.
4. Warm-up drills involving batting or pitching balls into the fence are strictly prohibited. Only one team can be on the field when batting or fielding practice is being taken.
5. The swinging of bats is NOT allowed outside the playing field.
6. No one shall be on the field unless the coach is present.
7. Players are NOT to climb or hang on fences.
8. Players are NOT to warm up on the infield if prepared for a game.
9. User groups should leave the field and suspend ALL outdoor activities if lightning is observed or thunder is audible. Everyone should immediately seek shelter in a building or automobile and remain in shelter until twenty (20) minutes following the last sign of thunder or lightning.

Grass Areas

1. No painting of the field is permitted without approval. Any special markings to fields may increase rental fees. Including field size changes and additional field layouts or setup.
2. User groups should leave the field and suspend ALL outdoor activities if lightning is observed or thunder is audible. Everyone should immediately seek shelter in a building or automobile and remain in shelter until twenty (20) minutes following the last sign of thunder or lightning.
3. Frost Delays, No groups are allowed on fields of play until frost is melted.

Admissions

1. Admission fees may NOT be charged unless authorized by the Poplar Grove Lions Club.
2. Charging for parking is prohibited.

Concessions

1. The Poplar Grove Lions Club or the contracted concessionaire will have exclusive rights for all concessions at all fields.
2. Upon approval through the Poplar Grove Lions Club, the renter may be granted permission to sell merchandise such as t-shirts, banners, balls, etc.

Insurance

1. The Poplar Grove Lions Club requires all user groups to provide a certificate of liability insurance.
2. Provide General Liability Insurance with limits of not less than One Million Dollars ($1,000,000.00) CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, liability assumed under an insured contract (including the tort liability of another assumed in a business contract), and shall not be endorsed to exclude claims arising from athletic participation.
3. The Poplar Grove Lions Club and Village of Poplar Grove must be named as an additional insured using ISO additional insured endorsement CG2026 or a substitute. The insurance policy shall not be suspended, voided, canceled, reduced in coverage, or in limit except after thirty days prior written notice has been given by certified mail and a return receipt requested. Insurance forms must be submitted to the Poplar Grove Lions Club prior to use of the fields.

Cancellation Policy

1. All or any part of a reservation cancelled 7 or more days prior to the event shall be entitled to a refund of all fees and deposits for the cancelled reservation.
2. All or any part of a reservation cancelled less than 7 days but more than 72 hours prior shall be entitled to a refund of one-half the diamond rental fees for the cancelled reservation. The damage/reservation deposit will be forfeited for cancellations within 1 week of the event.
3. All or any part of a reservation cancelled less than 72 hours shall not be entitled to any refund of fees or deposits.
4. All cancellations must be made during normal business hours (9:00 AM – 4:30 PM).

PLEASE READ CAREFULLY: I understand that . . .

- Any person(s) renting the facility must be 21 years of age or older
- I am responsible for the supervision of my group; I am responsible for any damage incurred to the property. I am responsible for the cleaning of the designated area. I am also responsible for making sure the designated area is restored to the state in which it was rented.
- I will ensure that no motorized vehicles are driven and/or parked outside designated areas. Violators may be ticketed or towed at the owner's expense.
- Consumption of alcoholic beverages is prohibited within the facilities. Persons observed consuming alcohol within the facility will be asked to leave and are subject to fine or arrest.
- Payment to the Poplar Grove Lions Club must be made in full before the designated area can be used.
- My group will abide by all park rules and regulations.

The undersigned certifies that they have the authority to sign on behalf of the group or organization or other persons who will be using the facility for which this permit is granted. The undersigned shall not hold the Poplar Grove Lions Club, agents, or representatives responsible for any injury, loss, or damage that may occur. The Lessee, on signing this contract, expressly releases the aforementioned from any and all claims, loss, damage or injury. The undersigned assumes full responsibility for the supervision of his/her group and the safety of other participants who will be in Lions Park and will hold harmless the Poplar Grove Lions Club and any agent of any liability or responsibility, and further agrees to indemnify them and hold them harmless from any losses, including court costs and/or attorney fees. That this waiver and release is granted in exchange for the permitted of use of designated park areas, its owners, agents, servants, and/or employees for any damages, injuries, or any other cause of action.

Name (printed) _____

Name (Signed) _____ Date:_____

POPLAR GROVE LIONS PARK AMENITIES RENTAL

Name: _____ Organization: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Cell Phone #: _____ SMS Messages Allowed (Circle one) Yes / No

ITEM	DATE	TIME	Number of Persons (if applicable)	FEE
		to		$
		to		$
		to		$
		to		$
			Other fees	$
			Deposit amount	$
			TOTAL FEE	$

Issued by: _____ Date _____

The undersigned acknowledges the receipt of the Rental Agreement and agrees that all activities undertaken as permit agreement holder and by all others in my party will be in accordance with the above agreement.

_____ _____

Printed Name Email

_____ _____

Signature Date

FEE & DEPOSIT SCHEDULE

Pavilion Rental

Hours	Deposit	Refundable after inspection
Per Hour	$40	$20
4 Hour Block	$80	$40
Daily Block	$150	$75

Basketball Court Rental

Hours	Deposit	Refundable after inspection
Per Hour	$20	$10
4 Hour Block	$40	$20
Daily Block	$100	$50

Grass Area Use

People in Attendance	Deposit	Refundable after inspection
0 – 25	$20	$10
25 – 50	$40	$20
50 – 100	$50	$25
100 – 200	$100	$75
200+	Contact us	Contact us

Baseball/Softball Diamond Rental

Practice - No Prep (Per Hour) Not available weekdays May 1st – July 31st	$10
Practice - No Prep (Daily)	$100
Practice – Spring/Summer (90 min) Effective weekdays May 1st – July 31st	$15
Game/Scrimmage – No Prep (2-hour block)	$25
Game – Field Prep Includes infield drag, 1st/3rd base lines, and base/mound adjustments.	$50
Field Prep Includes infield drag, 1st/3rd base lines, and base/mound adjustments.	$25

Fully Refundable Restroom Key Deposit: $20

RESOLUTION NUMBER: 2021-51

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE FIRST AMENDED AGREEMENT BETWEEN THE VILLAGE OF POPLAR GROVE AND THE POPLAR GROVE LIONS CHARITIES INC. A/K/A THE POPLAR GROVE LIONS CLUB

WHEREAS, in June 1989, subject to the terms and conditions of an agreement of the same date (the "1989 Agreement"), the Lions Club gifted and conveyed legal title to an eight (8) acre parcel located in the Village of Poplar Grove, Boone County, Illinois, legally described in Exhibit "A", attached hereto and incorporated herein by reference (hereinafter the "Premises"), to Poplar Grove; and

WHEREAS, subject to the terms and conditions of the 1989 Agreement, Poplar Grove is now the titled owner of the Premises; and

WHEREAS, Poplar Grove and the Lions Club desire to restate and amend the terms and conditions of the Agreement between the parties in order to continue the cooperative development and maintenance of the Premises.

NOW THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

2. The Village hereby accepts and approves the Agreement with Poplar Grove Lions Charities, Inc. A/K/A the Poplar Grove Lions Club for the on-going cooperation, use and maintenance of Poplar Grove Lions Park attached hereto as Exhibit A, or one in substantially similar form.

3. The Village President and Village Clerk are hereby authorized to execute and attest the Contract.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED _____, 2021

_____
VILLAGE PRESIDENT

ATTEST:

_____
VILLAGE CLERK

EXHIBIT A: FIRST AMENDED AGREEMENT

Social Media Policy Training and Workplace Investigations in the Age of Facebook, Instagram, Twitter and TikTok



Presented by:
Attorney Roxanne Sosnowski
Attorney Josef Kurlinkus

Sosnowski Szeto, LLP

SOSNOWSKI | SZETO LLP
ATTORNEYS AT LAW

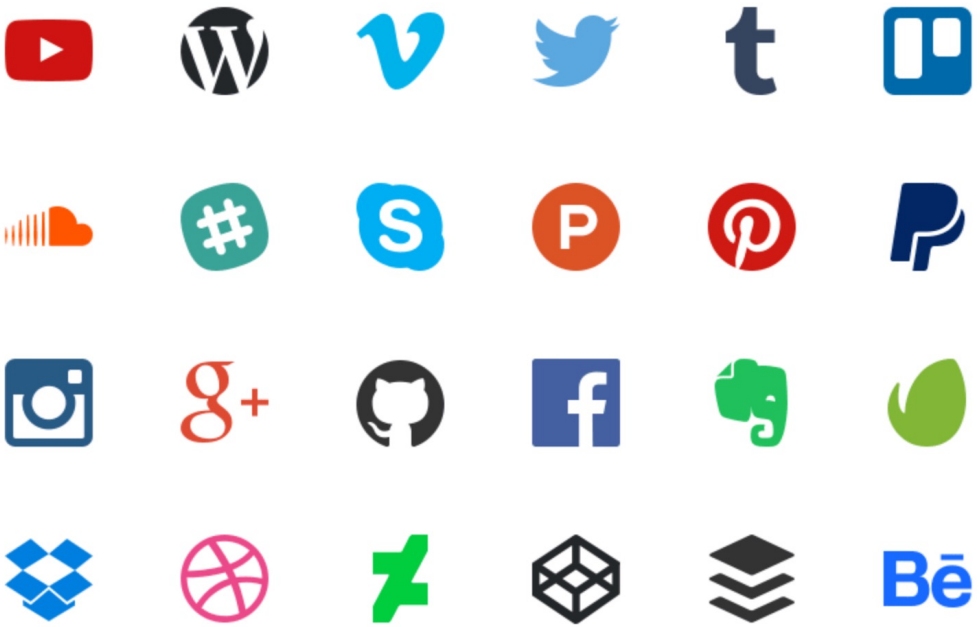
Social Media



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ATTORNEYS AT LAW

Social Media

many
options.



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Social Media

many, many options.

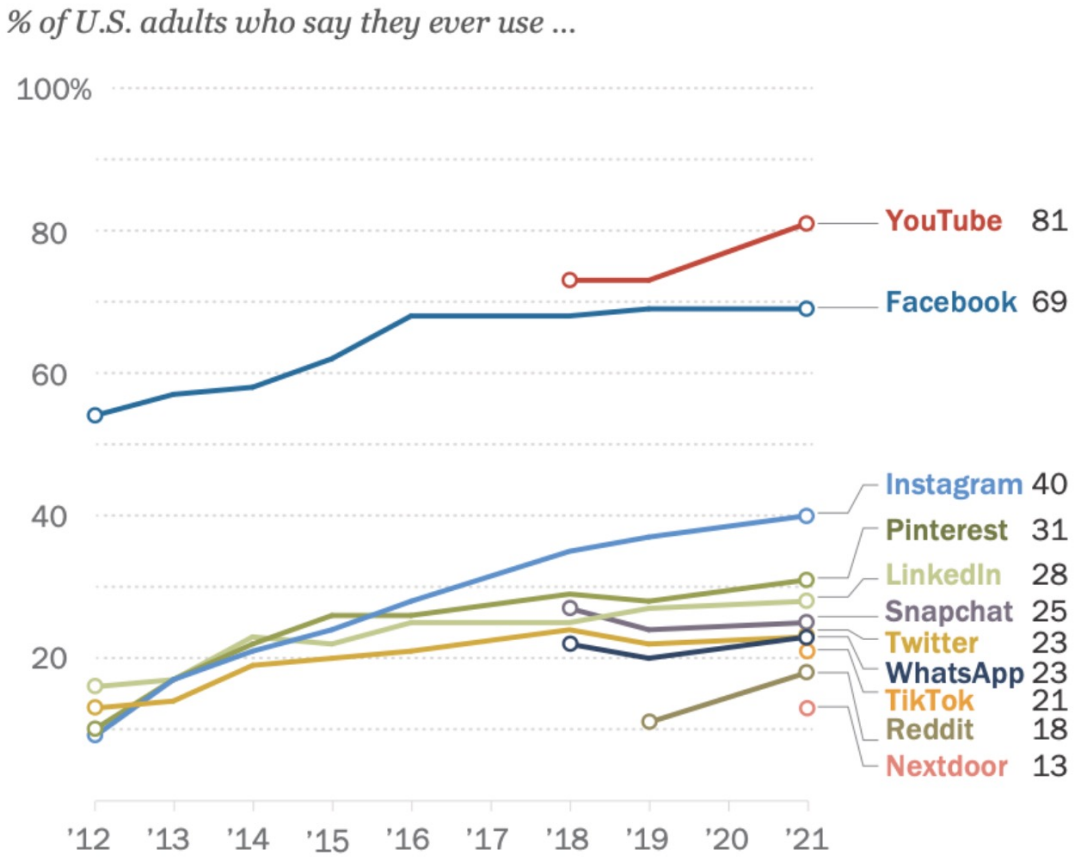


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Social Media

everyone is doing it.

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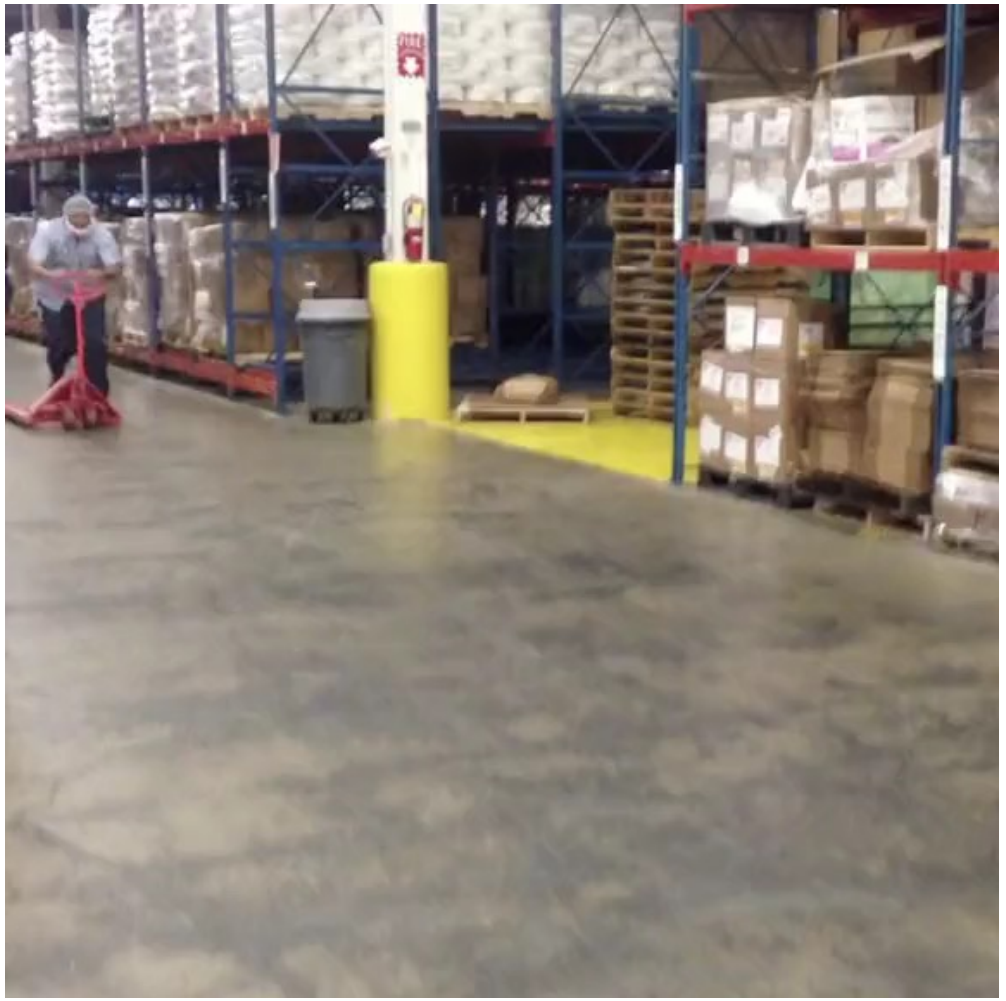
Source: Survey of U.S. adults conducted Jan. 25 – Feb 8, 2021
Social Media Use in 2021. Pew Research Center

Social Media

everyone is doing it.

(but maybe don't post to social media while at work)

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Goals in establishing social media policy

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- Provide a clear and consistent set of rules.
- Create a clear expectation for what is and is not acceptable.
- Provide employees with guidance on expectations on their use of social media in their official role and outside of work.

Organizational, professional, or personal

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Organizational Accounts:

- Accounts for the Municipality as a Whole
- Accounts for Specific Departments
- Campaign?

Individual Accounts:

- Personal/Private Accounts
- Professional Accounts
- Elected Official?

Policies should be flexible and take into consideration that there are different accounts used for different purposes.

Pick your poison – any or all of it

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ATTORNEYS AT LAW

What will the municipality use its social media for?

- Disseminate Municipal Information
  e.g. Posting Agendas, announcements, road closures, etc.
- Interact with Continuants?
- Promote Local Events or Businesses?

Control Over Content

yes. please.

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Think this through *before* signing up.

- Who will oversee the account?
- Who has access to the account?
- Who will moderate the account?

No. These aren't all the same thing.



"**Congress shall make no law** respecting an establishment of religion, or prohibiting the free exercise thereof; or **abridging the freedom of speech**, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances."

Constitution of the United States

Amendment 1.

Freedom of Speech

what it says.

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“All persons may speak, write and publish freely, being responsible for the abuse of that liberty. In trials for libel, both civil and criminal, the truth, when published with good motives and for justifiable ends, shall be a sufficient defense.”

Illinois Constitution § 4

Freedom of Speech

what it does.

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The First Amendment protects virtually all speech, no matter how unorthodox, offensive, or distasteful.

Except for:

- Obscenity
- Incitement
- Fighting words
- Defamation
- Perjury
- Extortion
- Harassment
- True threat
- False advertising

Public Forums

traditional, limited, or none of the above.

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Traditional Public Forum:
Public parks, sidewalks and areas that have been traditionally open to political speech and debate. Speakers in these areas enjoy the strongest First Amendment protections.

Nonpublic Forum:
Nonpublic forums are forums for public speech that are neither traditional public forums nor designated public forums.

Limited Forum:
A limited forum is a type of a designated public forum. The government limits access to a designated public forum to certain classes or types of speech. The government may discriminate against classes of speakers or types of speech. However, the government is still prohibited from engaging in viewpoint discrimination.

Source: *Forums.* Cornell Law School Legal Information Institute. Wex Toolbox. https://www.law.cornell.edu/wex/forums

Public Forums

limits of the forum.

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Limited Forum:

A limited forum is a type of a **designated public forum**. The government **limits access** to a designated public forum to certain classes or types of speech. The **government may discriminate against classes of speakers or types of speech**. However, the government is still prohibited from engaging in viewpoint discrimination.

Source: *Forums.* Cornell Law School Legal Information Institute. Wex Toolbox. https://www.law.cornell.edu/wex/forums



Designation of Social Media as Limited Public Forums and Creating Content Restrictions

- Establish limits to the types or topics of speech, but not the viewpoints.
- Create the rules in advance and apply them equally and consistently.
- Train staff (and elected officials) on the guidelines… and what happens if they aren't followed.

Public Speech by the Public

questions and comments.

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Comments aren't always positive…
… or constructive

- One-way communication can be a good thing.
- Comments don't have to be turned on, but if they are, make sure the public, staff, and elected officials are clear on what is expected when using official social media.
- Negative viewpoints and criticisms are a part of the public discourse, and are protected to the same extent as positive comments.
- If any viewpoint is allowed, all viewpoints must be allowed (within reason).

Public Speech by the Public

example one.

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"All public posts must be topically related to Village news, services, events, or messages and comments must be topically related to the original information or subject being commented on."

Source: Village of Greyslake Social Media Policy
https://www.villageofgrayslake.com/654/Village-Social-Media-Policy

Public Speech by the Public

example two.

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"Comments or posts made by outside users to University accounts can be removed for any of the following reasons, at any time, if they:

- use obscene, threatening or harassing language;
- disclose information that is confidential by law or regulation;
- promote or advocate illegal activity;
- violate copyrights or trademarks;
- are commercial advertising, unsolicited self-promotion, SPAM, or solicitations;
- or endorse or oppose anyone campaigning for election to a political office. "

Source: University of Illinois Urbana-Champaign - Social Media Comment Policy
https://publicaffairs.illinois.edu/services/social-media/social-media-comment-policy/

Public Speech by the Public

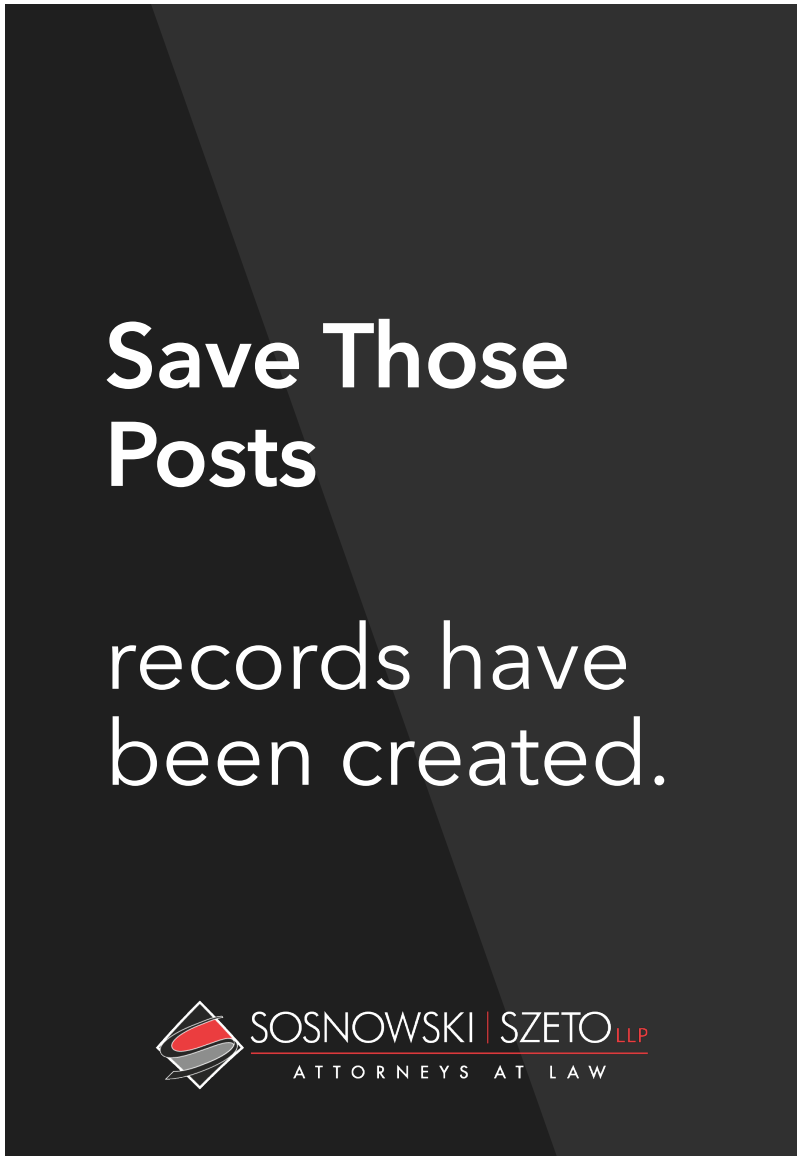
example three.

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"Village social media account content and comments containing any of the following forms of content shall not be allowed for posting and shall be removed:

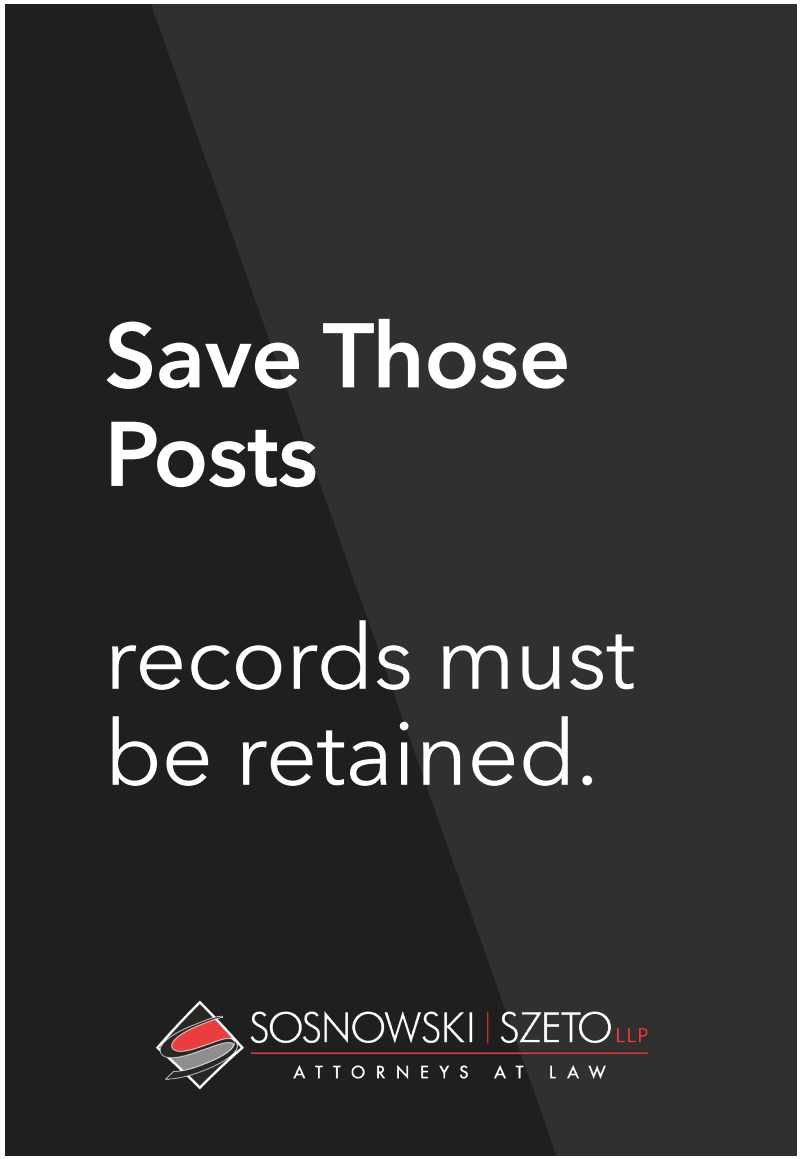
- Profane language or content.
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, religion, gender, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, source of income, or other protected status under applicable law.
- Inappropriate sexual content or links to such content.
- Solicitations of commerce.
- Conduct or encouragement of illegal activity.
- Information that may compromise the safety and/or security of the public or public systems.
- Content that includes unlawful harassment or threats of violence.
- Comments that are not topically related or out of context.
- Plagiarized material or content that violates intellectual property rights or other legal rights of any other party.
- Content that defames any person, group, or organization.
- Slanderous, libelous, malicious, offensive, threatening, profane, uncivil, or insulting language. References to the personality of individuals or personal attacks, insults, or threats will not be permitted.
- Content that violates any law or regulation.
- Political campaign links or organized political activity.
- Private or personal material published without consent, including personal identifiers for any person such as home address, phone number, social security number, or other sensitive information."

Source: Village of Greyslake Social Media Policy
https://www.villageofgrayslake.com/654/Village-Social-Media-Policy



Local Records Act (50 ILCS 205/3)

"Public record" or "records" means all…[materials]…**regardless of physical form** or characteristics, made, **produced**, executed, or **received** by any agency [or officer] in the State in pursuance of State law or **in connection with the transaction of public business** and preserved or appropriate for preservation by that agency or its successor **as evidence of the organization, function, policies, decisions, procedures, operations,** or other activities of the State or of the State [or local] Government, or because of the informational data contained therein…."



Local Records Act / FOIA

- The Local Records Commission of the Illinois State Archives considers all original postings along with all associated comments to be a record.
- Municipalities must ensure that they save and retain all relevant records in accordance with their record retention policies.
- Records may also include an official's personal accounts, if that account is used as a tool of governance.
- As records, postings and comments are also subject to FOIA.

Employee Speech in Public

citizen and employee.

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A citizen who works for the government is nonetheless a citizen.

- Does the speech involve a matter of "public concern"?
- If so, does the employee's interest in speaking publicly outweigh the employer's interest in promoting the efficiency of the public services it performs through its employees?

Pickering v. Board of Education of Township High School District 205, Will County, Illinois, 391 U.S. 563 (1968)

Employee Speech in Public

government and employer.

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ATTORNEYS AT LAW

A government that employs a citizen, is nonetheless an employer.

"Restricting speech that owes its existence to a public employee's professional responsibilities does not infringe any liberties the employee might have enjoyed as a private citizen. It simply reflects the exercise of employer control over what the employer itself has commissioned or created."

Garcetti v. Ceballos, 547 U.S. 410 (2006)

Employee Speech in Public

keeping it in balance.

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ATTORNEYS AT LAW

Making the Determination.

- A government entity has broader discretion to restrict speech when it acts in its role as employer, but the restrictions it imposes must be directed at speech that has some potential to affect the entity's operations.

- Public employees, moreover, often occupy trusted positions in society. When they speak out, they can express views that contravene governmental policies or impair the proper performance of governmental functions.

Garcetti v. Ceballos, 547 U.S. 410 (2006)

Employee Speech in Public

it's a concern, but whose?

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Public concern, or just an unhappy employee.

- Personal gripes or grievances typically do not constitute matters of public concern.
- Statements made pursuant to the employee's official job duties and responsibilities.
- Comments that interfere with the efficient functioning of the office or discredit the office in the eyes of the public.



Right to Privacy in the Workplace Act
(820 ILCS 55)

Unlawful for any employer or prospective employer to *request*, *require*, or *coerce* an employee or applicant to:

- provide a user name and password to gain access to the personal online account, or to authenticate or access a personal online account in the presence of the employer
- join a group affiliated with any personal online account of the employee or applicant
- join an online account established by the employer or add the employer or an employment agency to the employee's or applicant's list of contacts that enable the contacts to access the employee or applicant's personal online account
- discharge, discipline, discriminate against, retaliate against, or otherwise penalize an employee for refusing or declining to provide the information.

Workplace Investigations for Social Media Violations

When initiating an investigation into possible violations of your municipal social media policy, there are several considerations:

- Collective Bargaining Agreements
- Employee Handbook Provisions
- First Amendment
- Right to Privacy



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Conducting the Investigation

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Notice of Investigation

- The Five W's.

Complaint/Affidavit

- Sworn complaints may no longer be needed for Police Officers – due to Reform Act.

Statements from Witnesses/Interview Witnesses

- Who do you interview?
- Who conducts the interview?
- What questions do you ask?

Employee Interviews

- Notice of Interview may be necessary due to CBA/Employee Handbook/State Statute
- Who conducts the interview?
- What questions do you ask?

Conducting the Investigation

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- **Investigation is Complete, Now What?**
- **Notice of Pre-Disciplinary Meeting**
  - Due Process
  - What occurs at the Meeting?
  - Who should be present?
- **In what circumstances is discipline appropriate?**
  - Expression of Opinion or Violation of Policy
- **What type of discipline?**
  - Oral Warning
  - Written Reprimand?
  - Suspension
  - Termination?

Presented by:

Josef R. Kurlinkus
josef@sonowskiszeto.com

Roxanne M. Sosnowski
roxanne@sosnowskiszeto.com

SOSNOWSKI | SZETO LLP
ATTORNEYS AT LAW

Sosnowski Szeto, LLP
6735 Vistagreen Way, Suite 300
Rockford, IL 61107
Phone: 815-900-7272
Fax: 815-900-7444

Social Media Policy Training and Workplace Investigations in the Age of Facebook, Instagram, Twitter and TikTok

IML Annual Conference 2021

McMAHON
ENGINEERS ARCHITECTS

To: **The Village President and Board of Trustees**

From: **Chris Dopkins, P.E., Village Engineer**

Re: **Engineering Report – August 2021 Activity**

Date: **October 6, 2021**

Please allow this memorandum to provide a brief summary of major activity over the past month that involves the engineering department:

- **Public Works Building:** As you will recall, the Village is utilizing grant funds in the amount of $200,000 to help offset the cost of the building, and that grant funds were going to be distributed to the County who would then distribute them to the Village of Poplar Grove, and the City of Belvidere. In early May, the County advised that DCEO had decided to separate the funds such that the City, Village and County were all working under separate grant agreements. In July, the County has now advised that DCEO has reversed its decision to separate the funds and therefore we are once again awaiting the arrival of the grant agreement. The County further advised that they were contacted by DCEO during the week of July 26th, and that DCEO was actively working on the grant agreements however we have yet to see the agreements. At this point, I think it's advisable to bid the project over the winter months and construct the building in 2022.
- **2021 Maintenance Program:** The final pay application has been forwarded to the Village for payment, and our office will complete the final IDOT paperwork in the next couple of weeks.
- **West Grove Park Improvements:** The Contractor has constructed the footings and slabs for both the restroom and pavilion, and has completed the restoration around the concrete work as well. The pavilion and restroom enclosure have been ordered, but we do not have an ETA as of today's date.
- **IL 173 Water Main Improvements:** As you may recall the Village obtained a permit from IDOT for the installation of the water main within the IL 173 right of way. IDOT noted that a water box needed repair and the contractor has made the repair with the exception of filling the sawed joints in the pavement which should be complete in the next couple of weeks. Once the joints are filled we will close out the IDOT permit.
- **Park & Main Drainage Improvements:** The Contractor has generally completed the work, with only a couple very minor punch list items remaining. As a reminder, we located a field tile that continuously discharges water into the western drainageway. The improvements have certainly helped, but it is necessary to connect the tile into the downstream drainage system as noted in last month's engineering report. Design work should take place over the winter months and the project should be ready for bidding by the end of March. At the time of this memo, staff is planning to develop engineering proposals and bring the same to COW in November so that the survey data can be collected before there is snow cover.
- **CIP Planning:** Staff will be meeting over the next few weeks to develop the 2022 CIP program. We hope to present the program at the November COW meeting.
- **Misc Sanitary Lateral Repairs**: Contractor is planning to be on site to begin work the week of the 11th or 18th.

TEST Inc.
2323 Fourth Street
P.O. Box 483
Peru, Illinois 61354
815-224-1650
800-659-4659
FAX 815-224-1688
www.testinc.com

October 1, 2021

Client: Village of Poplar Grove
Attn: Don Sattler, Village President
200 Hill Street
P.O. Box 01
Poplar Grove, IL 61065

Plant Type: Wastewater Treatment Plants: North: Class II Sequential batch reactors (SBR).
South: Class I Sequential batch reactors (SBR).
Water Treatment Plants: Well Supply with Chemical Addition in all 3 locations

For the water system you will find attached the daily inspection and monitoring reports for each of the water plants and the distribution system testing record. For the wastewater side we have included the monthly DMR for both wastewater plants.

Outlined below are the processes and actions taken during September 2021 in Poplar Grove to improve the facilities equipment beyond required and routine maintenance, testing, inspection and reporting. At times we will also list upcoming needed improvements that may need attention by the Village.

All TEST employees took a couple of safety training classes that included confined space, workplace safety, sexual harassment, and electrical safety. Jason also took a 2-day operations class put on by the AWWA.

Lift Stations:

- All normal maintenance has been done. We did have to get the phone fixed at Whiting Road lift station.

North WWTP:

- All standard monthly checks/Maintenance/cleaning and producers were completed
- Pulled up all transducers and cleaned rags off of them.
- Pulled up all floats and cleaned rags off all of them.
- We thought the screen was going to be an easy repair. Upon Sable pulling it up and inspecting it, we found that there are a lot more issues with it. Mitch and I are exploring options that will be best for the village, but we are keeping budgets in mind. When we know more, we will forward the information.
- Because of the screen being down, we are manually raking the bar screen.

South WWTP:

- All standard monthly checks/Maintenance/cleaning and producers were completed
- Send sludge to drying bed.
- Decanted digesters.
- We have been working to get all the paperwork done for the land application and are happy to say that we are ready. We are just waiting on the corn to get picked.
- We installed new filter minders on all blowers.
- We installed new heat trace and had the insulation fixed on the fill pipe for the digesters.

Water System:

- We exercised the interconnect valve when Public Works was flushing hydrants and it worked as it should.
- Fixed a Phos pump at well 4.
- All lead and copper results have come back, and notice has been given to homeowners and all proper IEPA paperwork has been completed. We had no issues, and everything was well below the MCL.

All operations and plant inspections have been performed by me or under my direct supervision. As always, if you have any questions concerning the above, please do not hesitate to contact me.

Submitted by,
Total Environmental Service Technologies, Inc.

Ion Stear
Certified Operator/Manager

DMR Copy of Record

Permit

Permit #:	IL0023451	Permittee:	POPLAR GROVE, VILLAGE OF	Facility:	POPLAR GROVE - NORTH WWTP, VILLAGE OF
Major:	No	Permittee Address:	PO BOX 1 POPLAR GROVE, IL 61065	Facility Location:	205 EDSON RD POPLAR GROVE, IL 61065
Permitted Feature:	INF Influent Structure	Discharge:	**INF-L** INFLUENT MONITORING		

Report Dates & Status

Monitoring Period:	**From 08/01/21 to 08/31/21**	DMR Due Date:	**09/25/21**	Status:	**NetDMR Validated**

Considerations for Form Completion

BOW ID: W0070150007

Principal Executive Officer

First Name:	Ion	Title:		Telephone:	815-224-1250
Last Name:	Stear				

No Data Indicator (NODI)

Form NODI: --

Parameter Code	Parameter Name	Monitoring Location	Season #	Parameter NODI		Quantity or Loading Qualifier 1	Quantity or Loading Value 1	Quantity or Loading Qualifier 2	Quantity or Loading Value 2	Quantity or Loading Units	Quality or Concentration Qualifier 1	Quality or Concentration Value 1	Quality or Concentration Qualifier 2	Quality or Concentration Value 2	Quality or Concentration Qualifier 3	Quality or Concentration Value 3	Quality or Concentration Units	# of Ex.	Frequency of Analysis	Sample Type
00310	**BOD, 5-day, 20 deg. C**	G - Raw Sewage Influent	0	--	Sample						=	91.0					19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS
					Permit Req.							Req Mon MO AVG					19 - mg/L	0	02/DA - 2 Days Every Week	CP - COMPOS
					Value NODI															
00530	**Solids, total suspended**	G - Raw Sewage Influent	0	--	Sample						=	59.0					19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS
					Permit Req.							Req Mon MO AVG					19 - mg/L	0	02/DA - 2 Days Every Week	CP - COMPOS
					Value NODI															
50050	**Flow, in conduit or thru treatment plant**	G - Raw Sewage Influent	0	--	Sample	=	0.206	=	0.258	03 - MGD									99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								0	99/99 - Continuous	
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	ebumgarner
Name:	Elaine Bumgarner
E-Mail:	ebumgarner@testinc.com
Date/Time:	2021-09-23 15:26 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2021-09-27 09:14 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:	IL0023451	Permittee:	POPLAR GROVE, VILLAGE OF	Facility:	POPLAR GROVE - NORTH WWTP, VILLAGE OF
Major:	No	Permittee Address:	PO BOX 1 POPLAR GROVE, IL 61065	Facility Location:	205 EDSON RD POPLAR GROVE, IL 61065
Permitted Feature:	001 External Outfall	Discharge:	**001-0** STP OUTFALL		

Report Dates & Status

Monitoring Period:	**From 08/01/21 to 08/31/21**	DMR Due Date:	**09/25/21**	Status:	**NetDMR Validated**

Considerations for Form Completion

BOW ID: W0070150007; DMF LOAD LIMITS DISPLAYED.MONITORING LOCATION "1" IS FORMONTHLY AVERAGE AND DAILY MAXIMUM.MONITORING LOCATION "8" IS FORWEEKLY AVERAGE.

Principal Executive Officer

First Name:	Ion	Title:		Telephone:	815-224-1250
Last Name:	Stear				

No Data Indicator (NODI)

Form NODI: --

Parameter Code	Parameter Name	Monitoring Location	Season #	Param. NODI		Quantity or Loading Qualifier 1	Quantity or Loading Value 1	Quantity or Loading Qualifier 2	Quantity or Loading Value 2	Quantity or Loading Units	Quality or Concentration Qualifier 1	Quality or Concentration Value 1	Quality or Concentration Qualifier 2	Quality or Concentration Value 2	Quality or Concentration Qualifier 3	Quality or Concentration Value 3	Quality or Concentration Units	# of Ex.	Frequency of Analysis	Sample Type
00300	**Oxygen, dissolved [DO]**	1 - Effluent Gross	1	--	Sample						=	6.86	=	6.38	=	6.24	19 - mg/L		02/DA - 2 Days Every Week	GR - GRAB
					Permit Req.						>=	6.0 MO AV MN	>=	4.5 MN WK AV	>=	4.0 DAILY MN	19 - mg/L	0	02/DA - 2 Days Every Week	GR - GRAB
					Value NODI															
00400	**pH**	1 - Effluent Gross	0	--	Sample						=	6.97			=	8.45	12 - SU		02/DA - 2 Days Every Week	GR - GRAB
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU	0	02/DA - 2 Days Every Week	GR - GRAB
					Value NODI															
00530	**Solids, total suspended**	1 - Effluent Gross	0	--	Sample	<	8.2	=	16.3	26 - lb/d			<	4.0	=	8.0	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS
					Permit Req.	<=	125.0 MO AVG	<=	250.0 DAILY MX	26 - lb/d			<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L	0	02/DA - 2 Days Every Week	CP - COMPOS
					Value NODI															
00610	**Nitrogen, ammonia total [as N]**	1 - Effluent Gross	0	--	Sample	=	0.2	=	0.39	26 - lb/d			=	0.098	=	0.193	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS
					Permit Req.	<=	16.0 MO AVG	<=	31.0 DAILY MX	26 - lb/d			<=	1.5 MO AVG	<=	3.0 DAILY MX	19 - mg/L	0	02/DA - 2 Days Every Week	CP - COMPOS
					Value NODI															
50050	**Flow, in conduit or thru treatment plant**	1 - Effluent Gross	0	--	Sample	=	0.245	=	0.333	03 - MGD									99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								0	99/99 - Continuous	
					Value NODI															
50060	**Chlorine, total residual**	1 - Effluent Gross	0	--	Sample										=	0.0	19 - mg/L		01/30 - Monthly	GR - GRAB
					Permit Req.										<=	0.05 DAILY MX	19 - mg/L	0	01/30 - Monthly	GR - GRAB
					Value NODI															
74055	**Coliform, fecal general**	1 - Effluent Gross	0	--	Sample										=	1510.0	13 - #/100mL		01/30 - Monthly	GR - GRAB
					Permit Req.											Req Mon DAILY MX	13 - #/100mL	0	01/30 - Monthly	GR - GRAB
					Value NODI															
80082	**BOD, carbonaceous [5 day, 20 C]**	1 - Effluent Gross	0	--	Sample	=	3.1	=	6.1	26 - lb/d			=	1.8	=	3.0	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS
					Permit Req.	<=	104.0 MO AVG	<=	209.0 DAILY MX	26 - lb/d			<=	10.0 MO AVG	<=	20.0 DAILY MX	19 - mg/L	0	02/DA - 2 Days Every Week	CP - COMPOS
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	ebumgarner
Name:	Elaine Bumgarner
E-Mail:	ebumgarner@testinc.com
Date/Time:	2021-09-27 08:02 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2021-09-27 09:14 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:	**IL0071447**	Permittee:	POPLAR GROVE, VILLAGE OF	Facility:	POPLAR GROVE SOUTH STP, VILLAGE OF
Major:	Yes	Permittee Address:	200 S HILL ST POPLAR GROVE, IL 61065	Facility Location:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065
Permitted Feature:	INF Influent Structure	Discharge:	**INF-L** **INFLUENT MONITORING**		

Report Dates & Status

Monitoring Period:	**From 08/01/21 to 08/31/21**	DMR Due Date:	**09/25/21**	Status:	**NetDMR Validated**

Considerations for Form Completion

BOW ID: W0070150006

Principal Executive Officer

First Name:	Ion	Title:		Telephone:	815-224-1250
Last Name:	Stear				

No Data Indicator (NODI)

Form NODI: –

Parameter Code	Parameter Name	Monitoring Location	Season #	Param. NODI		Quantity or Loading Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Quality or Concentration Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	**BOD, 5-day, 20 deg. C**	G - Raw Sewage Influent	0	–	Sample						=	179.0					19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.							Req Mon MO AVG					19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
00530	**Solids, total suspended**	G - Raw Sewage Influent	0	–	Sample						=	157.0					19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.							Req Mon MO AVG					19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
00665	**Phosphorus, total [as P]**	1 - Effluent Gross	0	–	Sample						=	4.63	=	5.8			19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.							Req Mon MO AVG		Req Mon DAILY MX			19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
50050	**Flow, in conduit or thru treatment plant**	G - Raw Sewage Influent	0	–	Sample	=	0.119	=	0.147	03 - MGD									99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								0	99/99 - Continuous	
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	ebumgarner
Name:	Elaine Bumgarner
E-Mail:	ebumgarner@testinc.com
Date/Time:	2021-09-23 12:59 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2021-09-27 09:14 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:	**IL0071447**	Permittee:	POPLAR GROVE, VILLAGE OF	Facility:	POPLAR GROVE SOUTH STP, VILLAGE OF
Major:	Yes	Permittee Address:	200 S HILL ST POPLAR GROVE, IL 61065	Facility Location:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065
Permitted Feature:	001 External Outfall	Discharge:	**001-0** STP OUTFALL		

Report Dates & Status

Monitoring Period:	**From 08/01/21 to 08/31/21**	DMR Due Date:	**09/25/21**	Status:	**NetDMR Validated**

Considerations for Form Completion

BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.

Principal Executive Officer

First Name:	Ion	Title:		Telephone:	815-224-1250
Last Name:	Stear				

No Data Indicator (NODI)

Form NODI: --

Parameter Code	Parameter Name	Monitoring Location	Season #	Param. NODI		Quantity or Loading Qualifier 1	Quantity or Loading Value 1	Quantity or Loading Qualifier 2	Quantity or Loading Value 2	Quantity or Loading Units	Quality or Concentration Qualifier 1	Quality or Concentration Value 1	Quality or Concentration Qualifier 2	Quality or Concentration Value 2	Quality or Concentration Qualifier 3	Quality or Concentration Value 3	Quality or Concentration Units	# of Ex.	Frequency of Analysis	Sample Type
00300	**Oxygen, dissolved [DO]**	1 - Effluent Gross	1	--	Sample						=	8.47	=	8.02	=	7.71	19 - mg/L		03/DW - 3 Days Every Week	GR - GRAB
					Permit Req.						>=	6.0 MO AV MN	>=	4.5 MN WK AV	>=	4.0 DAILY MN	19 - mg/L	0	03/DW - 3 Days Every Week	GR - GRAB
					Value NODI															
00400	**pH**	1 - Effluent Gross	0	--	Sample						=	6.07			=	8.69	12 - SU		03/DW - 3 Days Every Week	GR - GRAB
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU	0	03/DW - 3 Days Every Week	GR - GRAB
					Value NODI															
00530	**Solids, total suspended**	1 - Effluent Gross	0	--	Sample	=	7.07	=	7.07	26 - lb/d			=	4.0	=	8.0	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.	<=	250.0 MO AVG	<=	500.0 DAILY MX	26 - lb/d			<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
00600	**Nitrogen, total [as N]**	1 - Effluent Gross	0	--	Sample								=	32.2	=	32.2	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.									Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Value NODI															
00610	**Nitrogen, ammonia total [as N]**	1 - Effluent Gross	1	--	Sample	=	0.6	=	3.2	26 - lb/d			=	0.34	=	1.8	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.	<=	31.0 MO AVG	<=	113.0 DAILY MX	26 - lb/d			<=	1.5 MO AVG	<=	5.4 DAILY MX	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
00610	**Nitrogen, ammonia total [as N]**	8 - Other Treatment, Process Complete	1	--	Sample			=	2.23	26 - lb/d					=	1.26	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.			<=	79.0 WKLY AVG	26 - lb/d					<=	3.8 WKLY AVG	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
00665	**Phosphorus, total [as P]**	1 - Effluent Gross	0	--	Sample	=	0.48			26 - lb/d			=	0.27			19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.	<=	21.0 MO AVG			26 - lb/d			<=	1.0 MO AVG			19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
50050	**Flow, in conduit or thru treatment plant**	1 - Effluent Gross	0	--	Sample	=	0.212	=	0.665	03 - MGD									99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD								0	99/99 - Continuous	
					Value NODI															
50060	**Chlorine, total residual**	1 - Effluent Gross	0	--	Sample										=	0.0	19 - mg/L		CL/OC - Chlorination/Occurances	GR - GRAB
					Permit Req.										<=	0.05 DAILY MX	19 - mg/L	0	CL/OC - Chlorination/Occurances	GR - GRAB
					Value NODI															
					Sample										=	310.0	13 - #/100mL		03/DW - 3 Days Every Week	GR - GRAB

74055	**Coliform, fecal general**	1 - Effluent Gross	0	--	Permit Req.									<=	400.0 DAILY MX	13 - #/100mL	0	03/DW - 3 Days Every Week	GR - GRAB
					Value NODI														
					Sample	=	2.65	=	3.54	26 - lb/d	=	1.5	=	2.0	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
80082	**BOD, carbonaceous [5 day, 20 C]**	1 - Effluent Gross	0	--	Permit Req.	<=	209.0 MO AVG	<=	417.0 DAILY MX	26 - lb/d	<=	10.0 MO AVG	<=	20.0 DAILY MX	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI														

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	ebumgarner
Name:	Elaine Bumgarner
E-Mail:	ebumgarner@testinc.com
Date/Time:	2021-09-27 08:04 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2021-09-27 09:14 (Time Zone: -05:00)

VILLAGE OF POPLAR GROVE - WEST **IL0070350**
FOR THE MONTH OF August 2021 **MONTHLY OPERATING REPORT**
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

		Flow Meter		Hour Meter Well 4		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
Date	Time	Reading	Pumpage	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-Jul	8:02	331229	50	7388.61	1.15	104.00	1.0	1.26	84	4.00	1.32	390.00	1.60	JH
1	8:00	331274	56	7389.74	1.45	103.00	0.5	1.31	80	1.00	1.39	388.40	1.90	JH
2	8:50	331330	52	7391.24	0.96	102.50	0.5	0.97	79	3.00	1.19	386.50	1.30	JS
3	8:32	331382	60	7392	1.35	102.00	1.0	0.97	77	2.00	0.87	385.20	2.10	JS
4	9:05	331442	50	7393.55	1.13	101.00	0.0	1.05	75/114	2.00	0.50	383.10	5.60	JS
5	8:32	331492	61	7394.68	1.36	101.00	1.0	0.95	112	1.00	1.03	381.50	2.20	JS
6	8:35	331553	48	7396.09	1.1	100.00	1.0	1.02	111	3.00	0.92	379.30	1.60	JS
7	8:10	331601	69	7397.14	1.58	99.00	1.0	0.80	108	1.00	1.12	377.70	4.20	JS
8	8:20	331670	48	7398.72	1.08	98.00	0.0	0.88	107	1.00	0.84	375.30	1.30	JS
9	9:02	331718	49	7399.8	1.16	98.00	1.0	0.77	106	4.00	0.28	374.00	1.70	JS
10	8:50	331767	52	7400.96	1.09	97.00	0.0	0.84	102	3.00	1.65	372.30	1.70	JS
11	8:55	331819	48	7402.05	1.12	97.00	1.0	0.80	99	1.00	1.62	370.60	1.30	KL
12	8:45	331867	50	7403.17	1.13	96.00	1.0	0.94	98	7.00	1.71	369.30	1.60	KL
13	8:35	331917	40	7404.3	0.92	95.00	1.0	0.81	91	2.00	1.41	367.70	0.90	KL
14	7:44	331957	65	7405.22	1.41	94.00	1.0	0.78	89	7.00	0.56	366.80	1.90	KL
15	10:17	33202.2	43	7406.63	1	93.00	0.0	0.53	82	2.00	2.02	364.90	1.40	KL
16	8:48	332065	56	7407.63	1	93.00	1.0	1.43	80	2.00	1.64	363.50	0.60	KL
17	7:06	332121	66	7407.63	2.79	92.00	1.0	1.43	78	4.00	2095.00	364.10	4.70	KL
18	8:52	332187	44	7410.42	0.98	91.00	0.0	0.95	74/100	1.00	0.84	359.40	1.60	KL
19	9:17	332231	62	7411.4	1.42	91.00	1.0	0.70	99	3.00	0.81	257.80	1.80	JS
20	8:40	332293	48	7412.82	1.08	90.00	1.0	0.32	96	1.00	0.87	356.00	1.60	JS
21	8:10	332341	70	7413.9	162	89.00	1.0	0.78	95	6.00	0.39	354.40	2.00	JS
22	8:20	332411	59	7415.52	1.52	88.00	1.0	0.84	89	4.00	1.10	352.40	2.30	JS
23	8:55	332470	53	7417.04	0.98	87.00	0.0	0.79	85	3.00	1.35	350.10	1.70	JS
24	8:35	332523	56	7418.02	1.27	87.00	1.0	0.69	82	3.00	1.43	348.40	1.80	JS
25	8:58	332579	47	7419.29	1.11	86.00	2.0	1.28	79	2.00	1.49	346.60	1.60	JS
26	8:40	332626	61	7420.4	1.34	84.00	1.0	1.33	77	4.00	1.38	345.00	1.90	JS
27	8:35	332687	48	7421.74	1.15	83.00	36.0	0.97	73	3.00	1.38	343.10	90.40	JS
28	6:58	332735	64	7422.85	1.47	119.00	1.0	1.79	70	2.00	2.22	433.50	1.80	KL
29	7:30	332799	66	7424.32	1.47	118.00	2.0	0.39	68	7.00	2.29	431.70	1.90	KL
30	9:06	332865	51	7425.79	1.12	116.00	1.0	1.48	61	3.00	1.68	429.80	1.50	JS
31	8:41	332914		7426.91		115.00		1.33	58/99		1.36	428.30	428.30	JS
TOT			1692					31.18			2133.66			
AVE			55					0.97			66.68			
MAX			70					1.79			2095.00			
MIN			40					0.32			0.28			

SIGNATURE: Jon Stear
PHONE: 815-224-1660

VILLAGE OF POPLAR GROVE - SOUTH **IL0070300**
FOR THE MONTH OF August 2021 **MONTHLY OPERATING REPORT**
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

		Flow Meter		Hour Meter Well 5		Hour Meter Well 6		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
Date	Time	Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-Jul	8:00	531691	149	3277.7	2.3	4756.00	0	116.00	1.0	1.60	74	6.00	1.68	346.20	-0.40	JH
1	8:00	531839	121	3280.0	2.3	4756.00	0	115.00	2.0	1.05	68	10.00	0.87	346.60	9.60	JH
2	9:05	531951	192	3282.3	2.5	4756.00	0	113.00	1.0	0.73	58/100	7.00	1.22	337.00	4.40	JS
3	9:25	532143	155	3284.8	2.4	4756.00	0	112.00	2.0	0.73	93	7.00	1.03	332.60	4.80	JS
4	10:05	532298	153	3287.2	2.4	4756.00	0	110.00	1.0	0.87	86	6.00	0.96	327.80	4.40	JS
5	9:35	532451	90	3289.6	0	4756.00	0	109.00	1.0	0.91	80	5.00	1.16	323.40	3.00	JS
6	3:45	532547	157	3291.1	2.4	4756.00	0	108.00	2.0	0.86	75	7.00	0.97	320.40	4.60	JS
7	8:35	532704	108	3293.5	1.7	4756.00	0	106.00	1.0	0.71	68/100	5.00	0.92	315.80	2.80	JS
8	8:45	532812	171	3295.2	2.7	4756.00	0	105.00	2.0	1.02	95	7.00	0.92	313.00	5.00	JS
9	10:00	532983	56	3297.9	0.9	4756.00	0	103.00	1.0	0.80	88	3.00	1.12	308.00	1.40	JS
10	10:00	533039	104	3298.8	1.6	4756.00	0	102.00	1.0	0.72	85	4.00	0.94	306.60	3.00	JS
11	9:30	533143	159	3300.4	1.2	4756.00	0	101.00	0.0	0.15	81	2.00	1.74	303.60	2.20	JS
12	10:01	533223	80	3301.6	1.4	4756.00	0	101.00	1.0	0.94	79	1.00	0.74	310.40	3.20	KL
13	9:50	533303	92	3303.0	1.2	4756.00	0	100.00	2.0	0.81	78	9.00	0.74	298.60	2.40	KL
14	8:25	533395	151	3304.2	2.4	4756.00	0	98.00	1.0	0.55	69	7.00	0.36	296.20	4.20	KL
15	10:46	533546	115	3306.6	2.3	4756.00	0	97.00	0.0	0.68	62	1.00	0.96	292.00	3.60	KL
16	9:38	533661	99	3308.9	1.2	4756.00	0	97.00	2.0	0.39	61	3.00	0.68	288.40	3.00	KL
17	8:03	533760	130	3310.1	2.2	4756.00	0	95.00	1.0	0.57	58	14.00	0.99	288.40	4.00	KL
18	9:41	533890	92	3312.3	1.4	4756.00	0	94.00	0.0	0.67	44/52	4.00	0.48	281.40	2.60	KL
19	8:05	533887	160	3313.7	2.5	4756.00	0	94.00	2.0	0.77	48	6.00	1.29	279.20	6.00	JS
20	9:50	534147	111	3316.2	1.7	4756.00	0	92.00	1.0	0.59	42 / 45	6.00	1.16	273.80	2.90	JS
21	8:40	534258	104	3317.9	1.6	4756.00	0	91.00	0.5	0.65	39	5.00	1.18	271.00	3.20	JS
22	8:45	534362	159	3319.5	2.5	4756.00	0	90.50	1.5	0.80	34	7.00	1.04	267.80	4.80	JS
23	9:50	534521	101	3322.0	1.6	4756.00	0	89.00	1.0	0.63	27	5.00	1.11	263.00	2.80	JS
24	9:30	534622	47	3323.6	0.7	4756.00	0	88.00	0.0	0.75	22	2.00	1.16	260.20	2.00	JS
25	9:45	534669	97	3324.3	1.6	4756.00	0	88.00	1.0	1.06	20	4.00	1.07	258.20	2.80	JS
26	9:50	534766	109	3325.9	1.6	4756.00	0	87.00	2.0	1.16	16 / 18	6.00	1.18	255.40	3.40	JS
27	9;55	534873	99	3327.5	1.9	4756.00	0	85.00	2.0	0.96	12	7.00	1.05	252.90	203.40	JS
28	7:35	534972	143	3329.4	1.9	4756.00	0	83./159	3.0	1.23	5	4.00	1.13	455.40	4.20	KL
29	8:10	535115	137	3331.3	2.2	4756.00	1.3	156.00	1.0	0.44	1	#VALUE!	0.33	451.20	0.00	KL
30	10:05	535252	105	3333.5	1.6	4757.30	0	155.00	3.0	0.78	1/101	1.00	0.35	447.00	30.00	JS
31	9:45	535357		3335.1		4757.30		152.00		1.08	100		0.29	444.00		JS
TOT			3746				1			25.66			30.82			
AVE			121				0			0.80			0.96			
MAX			192				1			1.60			1.74			
MIN			47				0			0.15			0.29			

SIGNATURE: Jon Stear
PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - NORTH **IL0070150**
FOR THE MONTH OF August 2019 **MONTHLY OPERATING REPORT**
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

		Flow Meter		Hour Meter Well 2		Hour Meter Well 3		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
Date	Time	Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-Jul	08:00	284873326.2	134560.9	10063.1	0	25424.60	6.40	112.00	1.0	1.04	96	6.00	0.32	14.00	1.0	JH
1	08:00	2850078871	157157.8	10062.1	0	25431.00	7.40	111.00	1.0	0.94	90	8.00	1.43	15.00	2.0	JH
2	08:20	28560094.9	129388.8	10062.1	0	25438.40	8.60	0.10	2.0	0.77	82	8.00	1.02	13.00	1.8	JS
3	08:00	285339393.7	148788.7	10063.1	0	25447.00	7.20	108.00	0.5	0.68	76	5.00	0.78	11.25	1.3	JS
4	08:10	285488182.4	175326.3	10063.1	0	25454.20	8.50	107.50	2.5	0.80	71	8.00	1.10	10.00	2.0	JS
5	08:08	285663508.7	167660.6	10063.1	0	25462.70	7.80	105.00	1.0	0.95	63/101	7.00	1.05	0.17	1.0	JS
6	08:12	285826169.3	145125.9	10063.1	0	25470.50	7.00	104.00	1.0	0.80	94	6.00	2.06	47.00	1.0	JS
7	07:50	285971293.2	184787.6	10063.1	0	25477.50	89.00	103.00	1.0	0.85	88	6.00	1.17	46.00	2.0	JS
8	08:00	286156080.8	1735357	10063.1	0	25486.40	9.80	102.00	2.0	0.84	82	8.00	0.93	44.00	2.0	JS
9	08:25	286359616.5	1297210	10063.1	0	25496.20	6.30	100.00	1.0	0.83	74/100	5.00	0.60	42.00	1.0	JS
10	08:20	286489337.5	1217316	10063.1	0	25502.50	1.20	99.00	1.0	0.69	95	5.00	0.97	41.00	1.0	JS
11	08:10	286611069.1	125038.2	10062.1	0	25508.70	6.00	98.00	1.0	0.67	90	7.00	1.21	40.00	1.0	KL
12	08:15	286736107.3	130015	10062.1	0	25514.70	5.80	97.00	1.0	0.50	83	4.00	1.59	39.00	2.0	KL
13	08:15	286866122.4	110621	10062.1	0	25520.50	4.60	96.00	1.0	0.98	79	0.00	1.57	37.00	0.0	KL
14	07:19	286976743.4	167878.9	10062.1	0	25525.10	7.60	95.00	2.0	0.67	79	8.00	0.19	37.00	2.0	KL
15	09:55	287144622.3	169660.7	10062.1	0	25532.70	8.10	93.00	1.0	1.50	71	2.00	0.32	35.00	1.0	KL
16	08:18	287314283	150641.1	10062.1	0	25540.80	7.30	92.00	1.0	0.64	69	8.00	0.44	34.00	2.0	KL
17	06:49	287464924.1	157220.3	10062.1	0	25548.10	7.50	91.00	2.0	0.79	61/100	2.00	0.18	32.00	1.0	KL
18	08:09	287622144.4	191922.1	10062.1	0	25555.60	9.70	89.00	1.0	0.43	98	11.00	0.81	31.00	2.0	KL
19	09:55	287814066.9	130500.9	10062.1	0	25564.80	6.20	88.00	0.5	0.56	87	0.50	0.95	29.00	0.8	JS
20	08:15	287944567.8	124312.5	10062.1	0	25571.00	6.00	87.00	1.5	0.50	82	5.00	0.97	28.25	1.3	JS
21	07:50	288068882.3	162258.9	10062.1	0	25577.00	7.80	86.00	2.0	0.74	77	7.00	0.71	27.00	1.5	JS
22	07:55	288231141.2	231901.2	10062.1	0	25584.80	11.10	84.00	2.0	0.97	70/100	8.00	0.61	28.50	1.2	JS
23	08:30	2884630424	159055.6	10062.1	0	25595.90	7.70	82.00	1.0	0.76	92	8.00	1.92	24.25	1.3	JS
24	08:10	2886220980	149588.5	10062.1	0	25603.60	7.20	81.00	2.0	0.48	84	6.00	1.08	23.00	0.8	JS
25	08:15	288771686.5	140711.9	10062.1	0	25610.80	6.70	79.00	2.0	0.60	78	5.00	1.01	22.25	1.0	JS
26	08:15	288911898.4	151778.3	10062.1	0	25617.50	7.30	77.00	2.0	0.76	73/100	5.00	0.60	21.25	1.0	JS
27	08:12	289063676.7	129445.1	10062.1	0	25624.80	6.30	75.00	88.0	0.52	95	6.00	1.61	20.25	28.8	JS
28	06:40	289193121.8	179993.8	10062.1	0	25631.10	8.70	160.00	6.0	1.32	89	8.00	0.96	49.00	2.0	KL
29	07:15	289373115.6	150863.6	10062.1	0	25639.80	77.00	154.00	0.0	0.41	81	5.00	1.24	47.00	1.0	KL
30	08:35	289533979.2	145895.6	10062.1	0	25647.50	6.50	154.00	0.5	1.01	76	8.00	0.57	46.00	1.0	JS
31	08:12	289669574.8		10062.1		25654.00		153.50		0.59	68		1.97	45.00		JS
TOT			8551983				374			24.59			31.94			
AVE			275870				12			0.77			1.00			
MAX			1735357				89			1.50			2.06			
MIN			110621				1			0.41			0.18			

SIGNATURE: Jon Stear
PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE **DAILY DISTRIBUTION MONITORING REPORT**
FOR THE MONTH OF August 2021
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

	North System (Wells 2 & 3)				West System (Well 4)				South System (Wells 5 & 6)					Flouride Analysis				
Date	Site #	Free Cl_2	Total Cl_2	PO_4	Site #	Free Cl_2	Total Cl_2	PO_4	Site #	Free Cl_2	Total Cl_2	PO_4	Operator Initials	1.0 mg.L Standard	Well #2	Well #3	Well #4	Well#5-6
1																1.70	1.20	0.74
2	Elm School	0.37		1.92	Gas Station	0.35		0.90	Tower	0.49		1.26	JS			1.60	0.79	0.73
3	Tower	0.68		0.78	Tower	0.73		1.24	Tower	0.38		1.23	JS			2.00	0.82	0.70
4	Village Hal	0.22		1.86	Auto Garage	0.53		1.31	Tower	0.49		1.36	JS			2.10	0.87	0.66
5	Tower	0.95		1.05	Tower	0.84		1.19	Tower	0.45		1.42	JS			1.90	0.85	0.68
6	Tower	0.80		2.06	Tower	0.84		0.96	Tower	0.52		1.41	JS			1.50	0.82	0.69
7																1.90	0.68	0.65
8																1.30	0.69	0.56
9	Elm School	0.51		1.44	Gas Station	0.49		2.00	Tower	0.61		1.24	JS			1.40	0.64	0.45
10	Tower	0.69		0.97	Tower	0.69		1.61	Tower	0.31		0.98	JS			1.90	0.72	0.64
11	Village Hal	0.19		1.94	Auto Garage	0.41		1.05	Tower	0.47		1.20	KL			1.60	0.60	0.55
12	Tower	0.5		1.59	Tower	0.66		1.64	Tower	0.36		1.10	KL			1.10	0.66	0.64
13	Tower	0.98		1.57	Tower	0.81		1.47	Tower	0.39		1.23	KL			1.70	0.61	0.58
14																1.10	0.59	0.70
15																1.50	1.10	0.23
16	Elm School	0.35		1.30	Gas Station	0.38		1.29	Tower	0.42		1.17	KL			1.70	0.75	0.66
17	Tower	0.18		0.79	Tower	0.49		1.59	Tower	0.43		1.14	KL			0.28	0.46	0.33
18	Village Hal	0.6		2.38	Auto Garage	0.24		1.31	Tower	0.49		1.05	KL			0.65	0.35	0.39
19	Tower	0.56		0.95	Tower	0.63		0.79	Tower	0.46		0.62	JS			0.66	0.31	0.34
20	Tower	0.5		0.97	Tower	0.69		0.65	Tower	0.27		1.20	JS			0.46	0.31	0.34
21																0.73	0.30	0.24
22																0.58	0.33	0.30
23	Elm School	0.52		1.39	Gas Station	0.42		2.00	Tower	0.31		1.16	JS			0.89	0.32	0.33
24	Tower	0.48		1.08	Tower	0.11		1.25	Tower	0.33		1.25	JS			0.43	0.29	0.39
25	Village Hal	0.18		1.79	Auto Garage	0.28		1.71	Tower	0.38		1.19	JS			1.60	0.86	0.77
26	Tower	0.76		0.60	Tower	1.04		1.40	Tower	0.36		1.30	JS			1.10	0.71	0.72
27	Tower	0.52		1.61	Tower	1.02		1.36	Tower	0.26		1.35	JS			1.40	0.69	0.70
28																1.90	0.96	0.75
29																1.60	1.40	0.80
30	Elm School	0.74		1.35	Gas Station	0.38		1.32	Tower	0.61		0.98	JS			1.60	0.78	0.75
31	Tower	0.59		1.97	Tower	1.27		1.30	Towewr	0.64		0.78	JS			2.00	0.88	0.78
1																		

Signature: Jon Stear
PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 Hill Street, P.O. Box 1, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815)765-3571
www.villageofpoplargrove.com

September 2021 Public Works Report

General:

The plow and service trucks we are purchasing are both ready for delivery. You will see both of these items on the Finance agenda for final dollar amount approval. Once the service truck is delivered, we will need to get the light package installed at Automotive Solutions in Belvidere. Both trucks will also need a CB installed by Bandt Communications.

We have two pieces of equipment that broke down this month that will require a board decision if they want to invest money into them or purchase a newer replacement. Our service truck is currently in the shop at Countryside Automotive with misfire, stalling, and exhaust issues, and our batwing turf mower that we use in our parks is at Bobcat of Rockford with spindle and bearing issues. I will have more details for the board when I have both repair estimates in hand. I will also get full replacement quotes for the boards analysis. UPDATE: The service truck is at Temple's Muffler now. It had an aftermarket catalytic converter installed and is running better. However, it is still showing codes that are getting diagnosed. The turf mower is currently being repaired at Bobcat of Rockford. The cost of repairs was significantly cheaper than a new deck.

Staff mowed the undeveloped lots in Westergren and Burled Woods. These were done on a complaint basis for ordinance violations. Photos and lot numbers have been turned over to the office to add to the liens already on the properties for the same violation in previous years.

Streets/Storm Sewer:

Our 2021-2022 DCEO drainage project has come to a completion and Stenstrom's pay application is in this month's packet. We will begin plans to continue work downstream in Sherman Oaks and have everything ready to go for next year's budget.

Staff re-striped all of the cross walks on State St, Summit St, and Hill St. The school zone markings on State St, and the fire lane/no parking areas around the elementary school were also all painted yellow.

Roadside ditches were mowed this month along our rural roads. This includes Orth, Woodstock, Whiting, Poplar Grove Road, and Quail Trap.

There are two sets of street lights that are out on Dawson Lake/76 and Orth Road/76. The Village has a sign agreement with IDOT to maintain these lights. McGilvra Electric has been hired to replace the lights. The lights are being switched over to LED's and have been ordered. I've coordinated with Belvidere Township to borrow their lift as McGilvra's bucket truck would not get them up high enough. The lights will get installed as soon as they are delivered.

Minnihan's tree service was hired to remove a cluster of large trees and underbrush at the corner of Ridgestone and Woodstock Road. Once the tree work was complete, staff excavated a drainage swale to connect the culvert that runs under Ridgestone to the drainage swale that runs through Prairie Green Subdivision and under Woodstock Road. The ditch that was excavated also accepts all the water that flows down the curb line of Ridgestone Trail. The area was graded, seeded, and had straw blankets put down for erosion control. The only portion of this project still remaining is to remove a concrete wall and silt build up on the south side of Woodstock Road. This will get

completed in mid-September. UPDATE: staff removed the concrete wall and regraded the rip rap drainage swale on the south side of Woodstock Road. We also removed a handful of trees that were obstructing the water way.

Potholes and the edges of pavement were patched in various locations.

ROW inspections on sidewalks and new build properties have continued this month. We continue to have issues with the concrete contractors for the new home builders.

Streets were swept multiple times throughout the month. Concentration was placed on 173 to keep our drainage system clear, and the roads in Westergren after staff had to mow all the undeveloped lots for code violations.

Parks/Buildings:

We are still waiting on a sign board to officially open the dog park. Staff will install it as soon as it comes in. Office staff ordered dog tags and we are still waiting on their arrival as well. UPDATE: The sign board is being delivered on October 7th and I hope to have it installed the following week weather pending. Staff overseeded the dog park this month and marked out locations for 6 maple trees to be planted. These trees were funded through a grant we received earlier this summer. The trees should be installed on October 8th by SH Nursery.

Update on our wind/hail insurance claim: Bufalo installed the overhead door and walk in door Village Hall shed and anticipate installing well 3's door in mid-September when it is in stock. UPDATE: all work that was agreed upon has been completed. Payment to Bufalo is in this month's packet. This was all paid for by our insurance.

Weekly mowing and trimming continue at all Village owned parks and properties.

Water/Sewer distribution:

All three water systems had their hydrants flushed this month. This is done every fall to clear sediments out of our water mains and check the operation of each hydrant to ensure it is working properly.

I am still working with Nicor to get their gas service out of our sanitary lateral on West Park Street and come up with a reimbursement cost that they will pay us for the cost of repairing that section of sanitary main. There are multiple sections on West Park that have utilities in the sanitary main and this will all get done under one project. UPDATE: Nicor has abandoned the service that is in our sanitary main and directionally drilled a new one. They have also agreed for us to have the work done to repair our sanitary main and submit the invoice to their insurance company for reimbursement.

Staff graded well 5 and 6's driveway and the driveway that goes to our empty water tower along Poplar Grove Road.

I've been working with a couple farmers whose fields are on our sludge land applications permit. As soon as they get their fields picked, staff will spread sludge to clear out our drying beds at the SWWTP. I've also had Chelsea from McMahon's office run the calculations as to the amount of sludge that is permissible to spread on each property based off our sludge samples.

Visu Sewer was out at the end of June to clean and camera the sanitary laterals on South State St. The data from the clean and televise has been delivered to McMahon's office for review. Once reviewed, we can begin planning for any necessary underground work that might need to be done before we re-surface the road with RBI funds in 2023. UPDATE: The footage has been reviewed and I have been told that, generally speaking, the laterals are in pretty good shape. They were not able to access three of the laterals from the road so the contract has been left open in hopes we can get in from the inside of the home. I will work with the homeowners to make this happen. A formal report from McMahon's office will be ready shortly.

Locates were done as required by law and are coming in daily. We also marked and called in our locates.

Meters were read and all un-reads were gathered manually.

Other work performed by staff included: door notices, water turn ons, water turn offs, meter installs/replacements, MXU replacements/installs, bbox adjustments/repairs, final reads, consumption/water quality/pressure complaint appointments.

If there are any questions, please feel free to contact me at MHilden@villageofpoplargrove.com or 815-742-0418

Mitch Hilden
Director of Public Works

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SEPTEMBER 2021 TREASURER'S REPORT

Monthly Reports:

Attached you will find September's financial reports.

Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in September.
- Invoices scheduled to be paid in the month of October: $349,687.54 in AP checks, $13,193.43 in Insurance Expense checks, and $7,853.15 in EFTS. Grand Total: $370,734,20.
- Attached please find financial statements for the month ending 9/30/2021.

Upcoming Activities

- 3rd quarter tax and grant reports are due by the end of October.

Carina

CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check	App	Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT						
09/08/2021	OPER	26820	PR	BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	12,134.45
09/08/2021	OPER	26821	PR	DENTAL/VISION	HUMANA INSURANCE COMPANY	946.98
09/08/2021	OPER	26822	PR	NCPERS	NCPERS	112.00
09/09/2021	OPER	26823	AP	0371	ABBY PEST ELIMINATION LLC	465.00
09/09/2021	OPER	26824	AP	0540	AEP ENERGY	15,768.03
09/09/2021	OPER	26825	AP	0338	AMAZON.COM	222.16
09/09/2021	OPER	26826	AP	0048	B & K CONCRETE	7,875.00
09/09/2021	OPER	26827	AP	0356	B&F CONSTRUCTION CODE SERVICE, INC.	8,005.75
09/09/2021	OPER	26828	AP	0361	BLAIN'S FARM & FLEET	292.71
09/09/2021	OPER	26829	AP	0049	BLAKE OIL COMPANY	2,334.95
09/09/2021	OPER	26830	AP	0294	BOONE COUNTY JOURNAL	175.00
09/09/2021	OPER	26831	AP	0457	BOYD, CARINA	74.93
09/09/2021	OPER	26832	AP	0078	CARD SERVICE CENTER	2,379.97
09/09/2021	OPER	26833	AP	0098	CINTAS CORPORATION #355	216.34
09/09/2021	OPER	26834	AP	0079	CITY OF BELVIDERE	200.00
09/09/2021	OPER	26835	AP	0278	COMED	3,866.84
09/09/2021	OPER	26836	AP	0073	CONSERV FS INC	525.75
09/09/2021	OPER	26837	AP	0358	DECKER 24HR TRUCK & TRAILER, INC.	754.47
09/09/2021	OPER	26838	AP	0097	FOX VALLEY INTERNET, INC.	54.90
09/09/2021	OPER	26839	AP	0096	FRONTIER	817.01
09/09/2021	OPER	26840	AP	0527	GEOCON PROFESSIONAL SERVICES, LLC.	1,519.00
09/09/2021	OPER	26841	AP	0109	HAWKINS, INC.	3,358.49
09/09/2021	OPER	26842	AP	MISC	J & D COUNTRYSIDE	4.23
09/09/2021	OPER	26843	AP	0303	JASTER, KATIE	20.00
09/09/2021	OPER	26844	AP	0151	LINCOLN RENT-ALL & LAWN EQUIP SALES	270.63
09/09/2021	OPER	26845	AP	0424	LOGMEIN COMMUNICATIONS INC	312.68
09/09/2021	OPER	26846	AP	0532	MARVS TOWING & REPAIR, INC.	302.14
09/09/2021	OPER	26847	AP	MISC	MATTHEW & SUSAN HARLING	211.43
09/09/2021	OPER	26848	AP	0159	MCMAHON ASSOCIATES, INC.	11,405.14
09/09/2021	OPER	26849	AP	0165	MENARDS	41.51
09/09/2021	OPER	26850	AP	0329	MR. GOODWATER	54.64
09/09/2021	OPER	26851	AP	0442	MUNICODE MUNICIPAL CODE CORPORTION	3,400.00
09/09/2021	OPER	26852	AP	0053	NAPA AUTO PARTS	172.97
09/09/2021	OPER	26853	AP	0186	NICOR GAS	604.46
09/09/2021	OPER	26854	AP	0489	P.C. TECH 2 U	80.00
09/09/2021	OPER	26855	AP	0211	PITNEY BOWES INC.	113.04
09/09/2021	OPER	26856	AP	0225	R.J. DANIELS FUEL & TIRE	379.07
09/09/2021	OPER	26857	AP	0521	RGB JANITORIAL	390.00
09/09/2021	OPER	26858	AP	0220	ROCKFORD BUSINESS SYSTEMS, INC	236.59
09/09/2021	OPER	26859	AP	0245	SCOTT'S RV, TRUCK & AUTO REPAIR	105.86
09/09/2021	OPER	26860	AP	0217	SOLUTIONS BANK	59.54
09/09/2021	OPER	26861	AP	0319	SOSNOWSKI SZETO, LLP	7,910.98
09/09/2021	OPER	26862	AP	0355	TEST INC.	18,248.27
09/09/2021	OPER	26863	AP	MISC	TONIA RODRIGUEZ	126.14
09/09/2021	OPER	26864	AP	0261	U.S. CELLULAR	264.26
09/09/2021	OPER	26865	AP	0262	USA BLUE BOOK	3,531.40
09/09/2021	OPER	26866	AP	0429	WEX BANK - MARATHON FLEET CARD	1,127.77
09/09/2021	OPER	26870	AP	0186	NICOR GAS	47.94
09/10/2021	OPER	26871	AP	0078	CARD SERVICE CENTER	5,000.00
09/10/2021	OPER	Various	PR	PAYROLL	PAYROLL	11,337.80
09/10/2021	OPER	EFT436(E)	PR	IRS	INTERNAL REVENUE SERVICE	3,297.46
09/10/2021	OPER	EFT437(E)	PR	STATE OF IL	STATE OF ILLINOIS	655.92

CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check	App	Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT						
09/20/2021	OPER	75(E)	AP	0491	BB COMMUNITY LEASING SERVICES INC.	909.34
09/20/2021	OPER	76(E)	AP	0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11
09/20/2021	OPER	77(E)	AP	0491	BB COMMUNITY LEASING SERVICES INC.	4,691.70
09/22/2021	OPER	26874	AP	0570	WHOLESALE-CARABINERS.COM	188.00
09/24/2021	OPER	26867	AP	0569	GEORGES LANDSCAPES INC	10,791.00
09/24/2021	OPER	26868	AP	0435	ROCK ROAD COMPANIES	182,222.82
09/24/2021	OPER	26869	AP	0240	STRAW, ELIZABETH A.	12,189.74
09/24/2021	OPER	26873	AP	0565	FLORA MEADOWS	6,377.59
09/24/2021	OPER	Various	PR	PAYROLL	PAYROLL	11,547.51
09/24/2021	OPER	EFT438(E)	PR	IRS	INTERNAL REVENUE SERVICE	3,377.59
09/24/2021	OPER	EFT439(E)	PR	STATE OF IL	STATE OF ILLINOIS	677.11
09/24/2021	OPER	26872	PR	UNION DUES	I.U.O.E. LOCAL 150	310.64
09/24/2021	OPER	EFT440(E)	PR	IMRF	IMRF	3,328.89
Total of 83 Checks:						370,675.64
Less 1 Void Checks:						4.23
Total of 82 Disbursements:						370,671.41

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND	FUND 31 WATER & SEWER FUN	FUND 32 DEBT SERVICE FUND	FUND 90 GOV FUNDS CAPITAL	Total
ASSETS							
00-1010	PETTY CASH	192					192
00-1020	CASH IN BANK	(1,628,821)	339,841	747,004	203,041	742,068	403,133
00-1021	CASH IN BANK MONEY MARKET	2,056,283					2,056,283
00-1022	CASH IN BANK - BYRON BANK			34,389			34,389
00-1030	MONEY MARKET	31,132			27,602		58,734
00-1040	MFT MONEY MARKET		117,914				117,914
00-1070	CASH WITH PAYING AGENT			567,423			567,423
00-1075	ILLINOIS FUNDS INVESTMENT ACCT.	1,633,051					1,633,051
00-1100	PROPERTY TAXES RECEIVABLE	288,751					288,751
00-1400	ACCOUNTS RECEIVABLE - OTHER	5,976		3,238			9,214
00-1401	ACCOUNTS RECEIVABLE			157,607			157,607
00-1605	VEHICLES			42,017			42,017
00-1610	VILLAGE WATER SYSTEM			13,349,804			13,349,804
00-1620	WATER/SEWER UITLITY SYSTEM			8,083,871			8,083,871
00-1630	STREETS			66,551			66,551
00-1705	ACCUMULATED DEPRECIATION - VEHICL			(19,596)			(19,596)
00-1710	ACCUM DEP-VILLAGE NORTH WATER SY			(1,308,273)			(1,308,273)
00-1711	ACCUM DEP-VILLAGE SOUTH WATER SY			(3,557,895)			(3,557,895)
00-1720	ACCUMULATED DEPRECIATION - WATER/			(5,805,923)			(5,805,923)
00-1730	ACCUM DEP-STREET			(25,788)			(25,788)
00-1850	DEFERRED OUTFLOW			20,163			20,163
00-1900	UNAMORTIZED LOSS ON REFUNDING			55,383			55,383
TOTAL ASSETS		2,386,564	457,755	12,409,975	230,643	742,068	16,227,005
LIABILITIES							
00-2100	UNAVAILABLE PROPERTY TAXES	288,751					288,751
00-2200	ACCOUNTS PAYABLE	38,843	6,812	123,666		149,199	318,520
00-2201	COMPENSATED ABSENCES - CURRENT PO			13,154			13,154
00-2203	BONDS PAYABLE 2012A - CURRENT POR			25,000			25,000
00-2204	BONDS PAYABLE 2012B - CURRENT POR			135,000			135,000
00-2205	BONDS PAYABLE 2015 - CURRENT PORT			345,000			345,000
00-2230	DUE TO AIRPORT - BEL AIR			23,500			23,500
00-2240	ACCRUED INTEREST PAYABLE			62,423			62,423
00-2300	WAGES PAYABLE	10,994		4,024			15,018
00-2303	BONDS PAYABLE 2012A - LONG-TERM P			60,000			60,000
00-2304	BONDS PAYABLE 2012B - LONG-TERM P			900,000			900,000
00-2305	BONDS PAYABLE 2015 - LONG-TERM PO			2,335,000			2,335,000
00-2330	FICA WITHHOLDINGS PAYABLE	841		308			1,149
00-2340	HEALTH INSURANCE DEDUCTIONS PAYAB	(1,333)					(1,333)
00-2350	IMRF EMPLOYEE WITHHOLDINGS PAYABL	748		296			1,044
00-2360	UNION DUES/NCPRS PAYABLE	128					128
00-2370	SUI PAYABLE	748					748
00-2400	OTHER DEFERRED REVENUE	25,459					25,459
00-2410	CUSTOMER DEPOSITS HELD	525					525
00-2650	NET PENSION LIABILITY			16,296			16,296
00-2660	DEFERRED INFLOWS			16,205			16,205
00-2690	UNAMORTIZED BOND PREMIUM			96,749			96,749
TOTAL LIABILITIES		365,704	6,812	4,156,621		149,199	4,678,336
FUND BALANCES							
00-3000	FUND BALANCE	2,005,805	525,784		29,137	578,381	3,139,107
00-3001	NET POSITION			7,953,219			7,953,219
TOTAL FUND EQUITY		2,005,805	525,784	7,953,219	29,137	578,381	11,092,326

Period Ending 09/30/2021

DEPT/ACCOUNT DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND	FUND 31 WATER & SEWER FUN	FUND 32 DEBT SERVICE FUND	FUND 90 GOV FUNDS CAPITAL	Total
Beginning Fund Balance	2,005,805	525,784	7,953,219	29,137	578,381	
Net of Revenues Vs Expenditures	15,054	(74,840)	300,131	201,506	14,488	
Ending Fund Balance	2,020,859	450,944	8,253,350	230,643	592,869	
Total Liabilities And Fund Balance	2,386,563	457,756	12,409,971	230,643	742,068	

Calculations as of 09/30/2021

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 31 WATER & SEWER FU	FUND 20 MOTOR FUEL FUND	FUND 32 DEBT SERVICE FUN	FUND 90 GOV FUNDS CAPITA	Total
REVENUES							
00-3010	PROPERTY TAXES - CORPORATE	229,209					229,209
00-3011	PROPERTY TAXES - ROAD & BRIDGE	81,295					81,295
00-3012	PROPERTY TAXES - AUDIT	14,782					14,782
00-3013	PROPERTY TAXES - LIABILITY INSURA	20,683					20,683
00-3014	PROPERTY TAXES - SOCIAL SECURITY	19,706					19,706
00-3100	STATE INCOME TAXES	302,018					302,018
00-3101	STATE USE TAXES	26,043					26,043
00-3102	STATE TELECOMMUNICATIONS TAX	6,553					6,553
00-3103	STATE SALES TAXES	102,623					102,623
00-3104	STATE VIDEO GAMING TAX	31,732					31,732
00-3105	REPLACEMENT TAX	1,403					1,403
00-3106	STATE LOCAL SHARE OF CANNABIS USE	1,739					1,739
00-3120	MOTOR FUEL TAX			68,112			68,112
00-3130	LOCAL RDS & STS REBUILD IL			55,173			55,173
00-3200	MUNICIPAL UTILITY TAX - ELECTRICI	52,307					52,307
00-3201	MUNICIPAL UTILITY TAX - NATURAL G	16,319					16,319
00-3300	CODE VIOLATION FEES	17					17
00-3301	FILING FEES	1,513					1,513
00-3400	BUILDING PERMIT FEES	57,859					57,859
00-3401	VIDEO GAMING LICENSES	325					325
00-3406	LIQUOR LICENSES	2,650					2,650
00-3500	RENTS RECEIVED	8,870					8,870
00-3600	WATER & SEWER SALES		688,029				688,029
00-3602	WATER & SEWER CONNECTION FEES		10,500				10,500
00-3604	METER & MXU SALES		5,670				5,670
00-3605	TURN ON/OFF WATER FEES		405				405
00-3702	LOCAL GRANT REVENUE	6,818					6,818
00-3800	MISCELLANEOUS INCOME	11,396	23,077				34,473
00-3801	DONATIONS/CONTRIBUTIONS	2,200					2,200
00-3900	INTEREST	996	212	281	18	74	1,581
00-5010	TRANSFERS IN - FROM GENERAL FUND				217,977	182,400	400,377
TOTAL REVENUES		999,056	727,893	123,566	217,995	182,474	2,250,984
EXPENDITURES							
00-4232	MFT ENGINEERING SERVICES			12,614			12,614
00-4240	PROFESSIONAL SERVICES			1,519			1,519
00-4302	MFT STREET OPERATING SUPPLIES			921			921
00-4409	ROAD CONSTRUCTION			183,352			183,352
50-4000	SALARIES	74,914					74,914
50-4100	SOCIAL SECURITY - EMPLOYER	4,451					4,451
50-4101	MEDICARE - EMPLOYER	1,041					1,041
50-4102	WORKERS COMPENSATION INSURANCE	571					571
50-4103	UNEMPLOYMENT COMPENSATION	553					553
50-4104	IMRF EMPLOYER	4,407					4,407
50-4105	LIFE INSURANCE - EMPLOYER	224					224
50-4106	HEALTH INSURANCE EXPENSE	15,197					15,197
50-4200	GENERAL INSURANCE	34,964	2,048				37,012
50-4202	TELEPHONE & INTERNET SERVICES	3,087	2,022				5,109
50-4203	WEB SITE MAINTENANCE	5,325					5,325
50-4205	TRAVEL/MEALS/LODGING	5,168					5,168
50-4206	SECURITY SYSTEM	817					817
50-4207	TRAINING	1,002					1,002
50-4208	POSTAGE	613					613
50-4209	PUBLICATION COST	3,207					3,207

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 31 WATER & SEWER FU	FUND 20 MOTOR FUEL FUND	DEBT SERVICE FUN	FUND 90 GOV FUNDS CAPITA	Total
EXPENDITURES							
50-4211	AUDITING SERVICES	16,900					16,900
50-4212	ENGINEERING SERVICES	10,812					10,812
50-4213	LEGAL SERVICES	30,255					30,255
50-4214	OFFICE SYSTEM SUPPORT	12,147					12,147
50-4217	PROFESSIONAL DUES	170					170
50-4219	CUSTODIAL SERVICES	1,560					1,560
50-4220	RENTAL PROPERTY REPAIRS	1,520					1,520
50-4223	IT SERVICES	2,214					2,214
50-4237	PLANNING SERVICES	200					200
50-4240	PROFESSIONAL SERVICES	1,160					1,160
50-4300	OFFICE SUPPLIES	1,699	512				2,211
50-4301	MAINTENANCE SUPPLIES	738					738
50-4302	OPERATING SUPPLIES	300					300
50-4412	CIP GENERAL ADMINISTRATION					14,789	14,789
50-4500	MISCELLANEOUS EXPENSE	142					142
50-4752	INTEREST ON BONDS/NOTES	240					240
50-4811	INTEREST EXPENSE 2015B				16,489		16,489
50-4814	INTEREST - SERIES 2012B		13,831				13,831
50-4815	INTEREST - SERIES 2015		41,098				41,098
50-4930	CIP GOVT EXPENSE					4,300	4,300
50-4970	SIMERL LAND REPAYMENT	12,190					12,190
52-4000	SALARIES	27,657					27,657
52-4010	SALARIES - OVERTIME	142					142
52-4100	SOCIAL SECURITY - EMPLOYER	1,608					1,608
52-4101	MEDICARE - EMPLOYER	376					376
52-4102	WORKERS COMPENSATION INSURANCE	143					143
52-4103	UNEMPLOYMENT COMPENSATION	246					246
52-4104	IMRF EMPLOYER	1,822					1,822
52-4105	LIFE INSURANCE - EMPLOYER	80					80
52-4106	HEALTH INSURANCE	9,125					9,125
52-4224	COMMUNITY EVENTS	223					223
52-4225	LANDSCAPING PARKS	358					358
52-4304	MAINTENANCE SUPPLIES	377					377
52-4406	CAPITAL OUTLAY - PARK IMPROVEMENT	2,241					2,241
52-4442	CIP PARKS IMPROVEMENTS					30,600	30,600
53-4000	SALARIES	24,639					24,639
53-4010	SALARIES - OVERTIME	142					142
53-4100	SOCIAL SECURITY - EMPLOYER	1,421					1,421
53-4101	MEDICARE - EMPLOYER	332					332
53-4102	WORKERS COMPENSATION INSURANCE	143					143
53-4103	UNEMPLOYMENT COMPENSATION	39					39
53-4104	IMRF - EMPLOYER	1,821					1,821
53-4105	LIFE INSURANCE - EMPLOYER	80					80
53-4106	HEALTH INSURANCE	9,142					9,142
53-4107	UNIFORM CLEANING SERVICES	524					524
53-4202	TELEPHONE & INTERNET SERVICES	951					951
53-4226	VEHCLE MAINTENANCE	3,252					3,252
53-4227	EQUIPMENT MAINTENANCE	4,718					4,718
53-4228	MAINTENANCE	4,049					4,049
53-4229	SNOW PLOW MAINTENANCE	106					106
53-4230	STREET LIGHTING SERVICES	19,045					19,045
53-4231	SHOP BUILDING - HEAT	203					203
53-4232	ENGINEERING SERVICES	2,589					2,589
53-4240	PROFESSIONAL SERVICES	17,762					17,762
53-4301	MAINTENANCE SUPPLIES	312					312

Calculations as of 09/30/2021

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 31 WATER & SEWER FU	FUND 20 MOTOR FUEL FUND	FUND 32 DEBT SERVICE FUN	FUND 90 GOV FUNDS CAPITA	Total
EXPENDITURES							
53-4302	OPERATING SUPPLIES	4,245					4,245
53-4303	GASOLINE AND OIL	7,965					7,965
53-4407	CAPITAL OUTLAY - VEHICLES & EQUIP	35,727					35,727
53-4409	CAPITAL OUTLAY - ROAD CONSTRUCTIO	25,173					25,173
53-4460	CIP STREETS ADMINISTRATION					459	459
53-4462	CIP STREETS MAINTENANCE					117,838	117,838
53-4811	INTEREST EXPENSE	3,539					3,539
55-4209	PUBLICATION COST	56					56
55-4212	ENGINEERING	7,011					7,011
55-4213	LEGAL	6,522					6,522
55-4215	CONTRACT INSPECTION SERVICES	43,872					43,872
55-4216	CONTRACT CODE ENFORCEMENT	5,823					5,823
55-4237	PLANNING SERVICES	6,050					6,050
55-4240	PROFESSIONAL SERVICES	16,335					16,335
55-4302	OPERATING SUPPLIES	5,904					5,904
57-4000	SALARIES	11,121					11,121
57-4100	SOCIAL SECURITY - EMPLOYER	664					664
57-4101	MEDICARE - EMPLOYER	155					155
57-4103	UNEMPLOYMENT COMPENSATION	111					111
57-4104	IMRF EMPLOYER	227					227
57-4105	LIFE INSURANCE - EMPLOYER	16					16
57-4106	HEALTH INSURANCE	2,005					2,005
57-4202	TELEPHONE & INTERNET SERVICES	288					288
57-4205	TRAVEL/MEALS/LODGING	3,742					3,742
57-4207	TRAINING	2,400					2,400
57-4209	PUBLICATION COST	204					204
57-4213	LEGAL	3,780					3,780
57-4214	OFFICE SYSTEM SUPPORT	5,486					5,486
57-4217	DUES	340					340
57-4223	IT SERVICES	1,354					1,354
57-4500	MISCELLANEOUS EXPENSE	54					54
68-4202	TELEPHONE & INTERNET SERVICES		1,139				1,139
68-4204	UTILITIES		8,794				8,794
68-4236	WATER &SEWER CONTRACT LABOR		25,488				25,488
68-4240	PROFESSIONAL SERVICES		678				678
68-4310	IEPA REQUIRED TESTING		2,969				2,969
70-4000	SALARIES		24,641				24,641
70-4010	SALARIES - OVERTIME		142				142
70-4100	SOCIAL SECURITY - EMPLOYER		1,421				1,421
70-4101	MEDICARE - EMPLOYER		332				332
70-4102	WORKERS COMPENSATION INSURANCE		143				143
70-4103	UNEMPLOYMENT COMPENSATION		39				39
70-4104	IMRF EMPLOYER		1,822				1,822
70-4105	LIFE INSURANCE - EMPLOYER		80				80
70-4106	HEALTH INSURANCE		9,125				9,125
70-4208	POSTAGE		1,750				1,750
70-4214	OFFICE SYSTEM SUPPORT		1,068				1,068
70-4240	PROFESSIONAL SERVICES		5,653				5,653
70-4301	MAINTENANCE SUPPLIES		1,668				1,668
70-4302	OPERATING SUPPLIES		1,006				1,006
70-4305	UTILITY SYSTEM CHEMICALS		5,201				5,201
70-4306	METER & MXU PURCHASES		11,671				11,671
70-4500	MISCELLANEOUS		4,500				4,500
70-4930	CAPITAL OUTLAY		2,673				2,673
75-4000	SALARIES		24,638				24,638

Calculations as of 09/30/2021

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 31 WATER & SEWER FU	FUND 20 MOTOR FUEL FUND	FUND 32 DEBT SERVICE FUN	FUND 90 GOV FUNDS CAPITA	Total
EXPENDITURES							
75-4010	SALARIES - OVERTIME		142				142
75-4100	SOCIAL SECURITY - EMPLOYER		1,420				1,420
75-4101	MEDICARE - EMPLOYER		332				332
75-4102	WORKERS COMPENSATION INSURANCE		143				143
75-4103	UNEMPLOYMENT COMPENSATION		39				39
75-4104	IMRF EMPLOYER		1,821				1,821
75-4105	LIFE INSURANCE - EMPLOYER		80				80
75-4106	HEALTH INSURANCE		9,124				9,124
75-4204	UTILITIES		3,971				3,971
75-4208	POSTAGE		1,750				1,750
75-4214	OFFICE SYSTEM SUPPORT		1,728				1,728
75-4232	ENGINEERING		3,242				3,242
75-4236	WATER &SEWER CONTRACT LABOR		15,293				15,293
75-4240	PROFESSIONAL SERVICES		421				421
75-4301	MAINTENANCE SUPPLIES		1,174				1,174
75-4302	OPERATING SUPPLIES		5,844				5,844
75-4303	GASOLINE AND OIL		154				154
75-4307	NPDS PERMIT		22,500				22,500
75-4312	GENERATOR MAINTENANCE		200				200
75-4930	CAPITAL OUTLAY		43,488				43,488
77-4202	TELEPHONE & INTERNET SERVICES		1,158				1,158
77-4204	UTILITIES		12,838				12,838
77-4236	WATER &SEWER CONTRACT LABOR		30,586				30,586
77-4240	PROFESSIONAL SERVICES		1,503				1,503
77-4301	MAINTENANCE SUPPLIES		905				905
77-4302	OPERATING SUPPLIES		581				581
79-4202	TELEPHONE & INTERNET SERVICES		449				449
79-4204	UTILITIES		28,133				28,133
79-4236	WATER &SEWER CONTRACT LABOR		30,586				30,586
79-4240	PROFESSIONAL SERVICES		1,541				1,541
79-4301	MAINTENANCE SUPPLIES		852				852
79-4302	OPERATING SUPPLIES		1,245				1,245
79-4305	UTILITY SYSTEM CHEMICALS		8,367				8,367
99-6032	TRANSFER TO DEBT SERVICE	217,977					217,977
99-6050	TRANSFER TO GOV FUNDS CIP FUND	182,400					182,400
TOTAL EXPENDITURES		984,002	427,762	198,406	16,489	167,986	1,794,645
NET OF REVENUES & EXPENDITURES		15,054	300,131	(74,840)	201,506	14,488	

VILLAGE OF POPLAR GROVE

200 N. Hill St
Poplar Grove IL 61065
www.villageofpoplargrove.com

REMITTANCE STUB

ACCOUNT NUMBER	[redacted]
DUE DATE	10/20/21
AMOUNT AFTER DUE DATE	777.03
PLEASE PAY THIS AMOUNT	$706.39

$ _____
AMOUNT PAID

NICHOLAS PAPPALARDO
14023 ASHWIN LANE
POPLAR GROVE, IL 61065

Make Checks Payable to: VILLAGE OF POPLAR GROVE
200 N. Hill Street, Poplar Grove, IL 61065
To Pay by Credit Card Visit www.villageofpoplargrove.com

PLEASE RETURN THE TOP PORTION OF THE BILL WITH YOUR PAYMENT AND KEEP THE BOTTOM PORTION FOR YOUR RECORDS.

VILLAGE OF POPLAR GROVE

Village of Poplar Grove
200 N. Hill Street
Poplar Grove, IL 61065
Monday-Friday 8:30 AM to 4:30 PM
For customer service, call (815) 765-3201

Water/Sewer Bill

ANNOUNCEMENTS

Final reminder enclosed regarding Late Fees & Disconnetions that will be reinstated starting with this bill.

Sunday October 31, 2021 - Trick Or Treating Hours will be from 4:00 PM - 7:00 PM

Village Tree Lighting will be Saturday November 20th from 4:00 PM - 6:00 PM.

BILLING INFORMATION

Account Number: [redacted]
Service Address: 14023 ASHWIN LANE
Billing Period: 08/16/2021 To 09/15/2021
Billing Days: 31
Due Date: 10/20/2021

Water Quality Reports 2020

Go to https://https://www.poplargrove-il.gov/water-sewer/page/consumer-confidence-reports-ccr to view your annual water quality report. This report contains important information about the source and quality of your drinking water during 2020. For a paper copy please call 815-765-3201 or stop in at Village Hall.

Base Rates include first 2,000 gallons of consumption.

METER INFORMATION

CODE	METER ID	READ TYPE	PREVIOUS READ	CURRENT READ	USAGE
WATER	57424160	Auto	1466000	1476000	10000

CURRENT BILL DETAILS

CHARGE TYPE	CONSUMPTION	AMOUNT
WATER BASE		$15.44
WATER USAGE	10000	$20.48
SEWER BASE		$30.91
SEWER USAGE	10000	$82.40

Account Number: [redacted]

PAST DUE AMOUNT - PAY NOW	557.16
CURRENT BILL AMOUNT DUE	149.23
CURRENT BILL DUE DATE	10/20/21
PLEASE PAY THIS AMOUNT	$7

History Detail Report

Friday, October 8, 2021

Location ID: ASHW-014023-0000-02

[redacted]

Service Address: 14023 ASHWI[redacted]

Customer Name: NICHOLAS PAPPALARDO

Posted	Created	Action Read	Item - or - User Usage	Amount Other Info	Balance
09/29/21	09/29/21 12:12	Bill Calculated	08/16/21-09/15/21	$149.23	$706.39
09/21/21	09/21/21 16:31	Payment Posted	R21-086135	$140.00	$557.16
09/15/21	09/16/21 10:11	Meter Read 1476000	Water 10000	Auto	$697.16
09/07/21	09/07/21 15:55	Payment Posted	R21-085198	$180.00	$697.16
08/27/21	08/27/21 11:05	Bill Calculated	07/16/21-08/15/21	$406.43	$877.16
08/16/21	08/16/21 13:02	Meter Read 1466000	Water 30000	Auto	$470.73
07/28/21	07/28/21 13:49	Bill Calculated	06/16/21-07/15/21	$470.73	$470.73
07/26/21	07/23/21 16:27	Payment Posted	R21-083312	$181.37	$0.00
07/20/21	07/20/21 9:54	Bill Adjustment	110.00 BILLED AGAIN	-$110.00 Adj	$181.37
07/20/21	07/20/21 9:18	Bill Adjustment	MISCALULATION	-$235.23 Adj	$291.37
07/15/21	07/15/21 11:24	Meter Read 1436000	Water 35000	Auto	$526.60
06/29/21	06/29/21 12:44	Bill Calculated	05/16/21-06/15/21	$481.60	$526.60
06/16/21	06/16/21 17:00	Meter Read 1401000	Water 9000	Auto	$45.00
06/01/21	06/01/21 13:03	Bill Adjustment	WATER TURN OFF	$45.00	$45.00
12/15/20	01/07/21 14:20	Meter Read-Initial 1392000	Water	A	$0.00

Total Usage: 84,000.00

Report Generated: 10/8/2021 11:41 AM

Report Options: Posted From: 10/1/2019 To: 10/8/2021

History Detail Report

Friday, October 8, 2021

[redacted]
Account #: [redacted]
Service Address: 408 SCARLETT OAK DRIVE
Customer Name: DLIVIA DUMAS-HENRIQUEZ

Posted	Created	Action Read	Item - or - User Usage	Amount Other Info	Balance
09/29/21	09/29/21 12:12	Bill Calculated	08/16/21-09/15/21	$478.71	$660.41
09/21/21	09/21/21 16:20	Payment Posted	R21-086134	$250.00	$181.70
09/15/21	09/16/21 10:12	Meter Read 103000	Water 33000	 Auto	$431.70
08/31/21	08/31/21 8:53	Payment Posted	R21-084847	$152.00	$431.70
08/27/21	08/27/21 11:05	Bill Calculated	07/16/21-08/15/21	$432.15	$583.70
08/16/21	08/16/21 12:55	Meter Read 70000	Water 32000	 Auto	$151.55
07/28/21	07/28/21 13:49	Credit Transfer		$0.00	$151.55
07/28/21	07/28/21 13:49	Bill Calculated	06/16/21-07/15/21	$151.55	$151.55
07/27/21	07/27/21 8:50	Payment Posted	R21-083345	$78.81	$0.00
07/15/21	07/15/21 11:27	Meter Read 38000	Water 27000	 Auto	$78.81
06/29/21	06/29/21 12:44	Credit Transfer		$0.00	$78.81
06/29/21	06/29/21 12:44	Bill Calculated	05/16/21-06/15/21	$84.93	$78.81
06/29/21	06/29/21 9:34	Payment Posted	R21-081967	$62.00	-$6.12
06/16/21	06/16/21 17:01	Meter Read 11000	Water 5000	 Auto	$55.88
05/28/21	05/28/21 9:37	Credit Transfer		$0.00	$55.88
05/28/21	05/28/21 9:37	Bill Calculated	04/16/21-05/15/21	$58.29	$55.88
05/26/21	05/26/21 8:34	Payment Posted	R21-080498	$26.51	-$2.41
05/17/21	05/18/21 15:30	Meter Read 6000	Water 3000	 Auto	$24.10
04/30/21	04/30/21 9:22	Bill Calculated	04/08/21-04/15/21	$24.10	$24.10
04/15/21	04/16/21 10:48	Meter Read 3000	Water 3000	 Auto	$0.00
04/05/21	04/06/21 15:24	Meter Read-Initial	Water	 A	$0.00

Total Usage: 103,000.00

RECEIVED
OCT 07 2021
BY:.....

To Whom It May Concern,

Im writing this letter to see if I could be given a credit towards the current balance owed on my water bill. Im new to Poplar Grove, and I just purchased a new home. Recently sod was put down causing my water bill to increase by quite a lot. I didnt realize watering the grass would increase the bill so much. Afraid the grass would die I was watering the grass in the areas that needed it the most. The last time I stopped in to make my payment of $250 Barb informed me that this current months bill was going to be high also, and recommended that I write a letter to see if I could get any assistance. Ive never been in a situation like this to have to ask for help, but with the current balance of $1660.41 I would greatly appreciate some help so that I can get back to a place where I can pay the bill in full. Thank you for your consideration. I will be at the ~~meeting~~ on October 11th at 7pm.

Thanks

MAJESTIC ASPHALT

20932 Burr Oak Rd. Capron, IL 61012 * 815-543-5653

Proposal

NAME	PHONE
Lions Park	
STREET	WORK TO BE PERFORMED AT:
	Asphalt Walking Path
CITY/STATE	DATE OF PLANS
Poplar Grove, IL	2021 Season

1. Will remove existing damaged asphalt walking path approx. 5' x 2,075'.
2. Will excavate existing soils approx. 3' x 2,075' to accommodate 8" new base stone.
3. Will install approx. 250 ton CA6 base stone to excavated area.
4. Will grade base stone for proper drainage.
5. Will compact base stone with vibratory roller.
6. Will pave walking path approx. 8' x 2,075' with N50 hot mix asphalt @ 2.5".
7. Will compact all new asphalt with vibratory roller.
8. Will haul away debris and leave work area broom clean.
    - Prevailing wages to be paid.
    - Laser grader box to be used to meet ADA requirements.

All materials and workmanship is guaranteed for one year. All work to be completed in a workmanlike manner. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. This proposal is subject to acceptance within 60 days and it is void thereafter.

Total labor and material: $47,300.00

Half down, paid in full upon completion

Respectfully Submitted Dave Stout

ACCEPTANCE OF PROPOSAL

Signature_____

RESOLUTION 21-__50__

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE RESOLVING TO ACCEPT PROPOSAL OF MAJESTIC ASPHALT TO ENACT REPAIRS TO THE ASPHALT WALKING PATH AT LIONS PARK

WHEREAS, the asphalt walking path at Lions Park requires repair and replacement; and

WHEREAS, the Village of Poplar Grove ("Village") has received proposals for the repair and replacement of the asphalt walking path at Lions Park; and

WHEREAS, the Village desires to retain Majestic Asphalt of Capron, Illinois ("Majestic"), to complete the repair and replacement of the asphalt walking path at Lions Park under the terms of the proposal submitted by Majestic, a copy of which is attached to this resolution as Exhibit A; and

WHEREAS, this project will cost in excess of $25,000 and pursuant to Village Code Section 1-10-4 and by a two-thirds (2/3) vote of the corporate authorities, the Village hereby waives the public bid requirement for purchases exceeding $25,000; and

WHEREAS, this is a Public Works Project subject to the Illinois Prevailing Wage Act and the Village will comply with said act as required by 820 ILCS Sec. 130/0.01 *et seq*.; and

WHEREAS, the Village has determined that it is in the best interest of its citizens to construct the improvements.

NOW THEREFORE BE IT RESOLVED, by the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois that by the adoption of this Resolution:

1. The above recitals are incorporated herein and made part hereof.
2. The Village hereby waives the requirement to publicly bid the project by a two-thirds majority vote.
3. The Village hereby accepts the proposal of Majestic Asphalt for the repair and replacement of the asphalt walking path at Lions Park as set forth in Exhibit A attached hereto.
4. The Village President and Village Clerk are hereby authorized to execute and attest a contract with Majestic Asphalt for the repair and replacement of the walking path at Lions Park, and is further authorized to execute any document necessary to effectuate the intent set forth in this resolution.

The Village Clerk of Poplar Grove shall attest the same after the signature of the Village President.

Adopted this ___ day of October, 2021.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2021

AS FOLLOWS:

VOTING “AYE”: _____

_____

VOTING “NAY”: _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED_____, 2021

_____

VILLAGE PRESIDENT

ATTEST:

_____

VILLAGE CLERK

ADDENDUM TO CONTRACT

THIS ADDENDUM TO CONTRACT ("Addendum") is dated this ___ day of October 2021, and is by and between the Village of Poplar Grove, an Illinois municipal corporation ("Village"), and Majestic Asphalt ("Majestic") and is intended to amend the Contract dated _____, between the Village and Majestic.

RECITALS:

WHEREAS, the Village and Majestic entered into a Contract dated on _____, 2021 (the "Contract"); and

WHEREAS, the Village and Majestic desire to make certain additions to the Contract; and

WHEREAS, such additions are set forth in this Addendum.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The above-recitals are incorporated herein and made a part hereof.

2. The Contract, including, but not limited to, its terms, conditions and scope of services, is incorporated herein and made a part hereof.

3. The following terms and conditions are made a part of the Contract:

   A. Majestic will commence the work and services set forth in the Contract upon receiving authorization from the Village and shall complete such work by no later than _____, 2021. Such commencement and completion dates may be amended by written agreement of both parties hereto. All works and services shall be performed in a good and workmanlike manner.

   B. Majestic warrants that it has paid for in full and owns, free and clear of any liens/encumbrances or potential liens/encumbrances, all materials and supplies that are to be installed as a part of the work to be performed under the Contract.

   C. Majestic agrees to comply with any and all applicable federal, state and local laws, ordinances and regulations, including, but not limited to, prevailing wage laws (820 ILCS 130).

   D. At all times during the performance of this Contract, Majestic shall maintain commercial general liability insurance with limits of not less than $1 million each occurrence, $2 million general aggregate; and automobile liability insurance with limits of not less than $1 million per occurrence combined single limit or $1 million bodily injury per occurrence and $500,000 property damage; and workers' compensation

equal to statutory limits required by state law. All insurance policies shall name the Village of Poplar Grove as an additional insured. Prior to commencement of any work under the Contract, Majestic shall provide the Village with a Certificate of Insurance evidencing compliance with this Paragraph. Each Certificate of Insurance shall provide that the insurer must give the Village at least thirty (30) days prior written notice of cancellation or termination of the Village's coverage thereunder.

E. To the fullest extent permitted by law, Majestic shall pay, indemnify, defend and hold harmless the Village, its officers, representatives, elected and appointed officials, agents, and employees ("Indemnified Parties") from and against any and all claims, loss, expense, liability, damage or cost (including, without limitation, judgments, attorneys' fees and costs, court costs and the cost of appellate proceedings) which any of the Indemnified Parties incur because of injury to, or death of any person, or on account of damage to property, including the loss of use thereof, or any other claim arising out of, in connection with or as a consequence of the performance of, or the failure to perform, the remodeling work contemplated under the Contract by Majestic, its agents, employees, subcontractors or anyone for whose acts Majestic may be liable with respect to the work contemplated herein. Further, Majestic agrees that it is solely responsible for compliance with all safety laws applicable to the work performed hereunder, including but not limited to the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1960 and all standards and regulations which have been or shall be promulgated by the agencies which administer the Acts. Under no circumstances shall Majestic, its subcontractors, agents, and employees be required to indemnify the Indemnified Parties for the negligent acts of the Indemnified Parties.

F. Majestic acknowledges that during the course of its performance of the work under this Contract, it may acquire or be exposed to information regarding the Village, including, but not limited to, information regarding the Village's employees, agents or officers, its business activities and operations, financial information, or other information of a confidential nature (hereinafter "Confidential Information"). Majestic, on behalf of itself and its, principals, owners, members, shareholders, employees, subcontractors and/or agents, agrees to hold such Confidential Information in strict confidence and shall not reveal the same. Majestic agrees that any breach or violation of this confidentiality provision would cause the Village irreparable injury for which it would have no adequate remedy at law and agrees that the Village may be entitled to obtain immediate injunctive relief prohibiting such breach or violation, in addition to any other rights and remedies available to it.

G. In the event of a breach of the Contract by either Party, the non-breaching party shall have any and all remedies available to it at law or in equity, including, but not limited to, the right to terminate the Contract. Such remedies shall be cumulative and not exclusive. The prevailing party in any action to enforce the provisions of this Contract shall be entitled to recover it costs, including reasonable attorneys' fees.

4. This Addendum shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

5. This Addendum may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument.

6. In case any provision of this Addendum shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall, to the extent permitted by law, not in any way be affected or impaired thereby.

7. To the extent that any provision of this Addendum conflicts with any term or condition set forth in the Contract, the provision of this Addendum shall supersede and control to the extent of such conflict. All other provisions of the Contract not in conflict with this Addendum shall remain in full force and effect.

8. Except as otherwise provided for herein, this Addendum may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such Addendum, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the Parties hereto.

9. This Addendum shall be governed by, and construed in accordance with, the laws of the State of Illinois.

IN WITNESS WHEREOF, the parties hereto have duly executed and delivered this Addendum as of the day and year first above written.

VILLAGE OF POPLAR GROVE	MAJESTIC ASPHALT
_____	_____
By: Don Sattler Village President	By:_____
ATTEST:	Its:_____
_____ Karri Anderberg Village Clerk	

RESOLUTION NUMBER: _____

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE A CONTRACT WITH POINT&PAY FOR E-PAYMENT SERVICES

WHEREAS, the Village of Poplar Grove, Illinois ("Village") has determined it is wishes to contract for the provision of e-payment services to the Village; and

WHEREAS, the Village has previously contracted with Point&Pay ("Point&Pay") to provide e-payment services to the Village; and

WHEREAS, Point&Pay and the Village have negotiated a contract for the provision of e-payment services which is attached hereto as Exhibit A and incorporated herein ("Contract"); and

WHEREAS, the Village desires to enter into a contract with Point&Pay for the provision of e-payment services to the Village; and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to enter into the Addendum.

NOW THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

2. The Village hereby accepts and approves the Contract with Point&Pay for the provision of e-payment service to the Village attached hereto as Exhibit A, or one in substantially similar form.

3. The Village President and Village Clerk are hereby authorized to execute and attest the Contract.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED _____, 2021

_____
VILLAGE PRESIDENT

ATTEST:

_____
VILLAGE CLERK

EXHIBIT A: CONTRACT

EXHIBIT B: ADDENDUM TO CONTRACT

POINT & PAY, LLC
E-PAYMENT SERVICES AGREEMENT

Parties:

Point & Pay, LLC ("**PNP**")
A subsidiary of NAB, doing business in Delaware

Village of Poplar Grove, IL

Terms

SECTION 1 E-PAYMENT SERVICES

1.1 Access to Payment Modules

1.1.1 Pursuant to this E-Payment Services Agreement (this "**Agreement**"), PNP grants Client a limited, non-exclusive, non-transferable and terminable license for the duration of the Term to use the electronic payment services (the "**Services**") and payment modules (each, a "**Module**") chosen in the attached client application ("**Client Application**") to enable Client's customers ("**Customers**") to make payments to Client using a Payment Device. "**Payment Device**" means the payment type(s) chosen by Client on the Client Application. A description of all Modules, Services, training and support offered by PNP is attached as Exhibit A (the "**Services Description**").

1.1.2 Payment types are Debit Cards, Credit Cards or electronic checks ("**e-Check**"). A "**Debit Card**" is a valid payment card with a VISA, Mastercard or Discover Network mark that is tied to a cardholder's bank account or a prepaid account and which is processed with or without the use of a PIN. A "**Credit Card**" is a valid payment card authorizing the cardholder to buy goods or services on credit and bearing the service mark of VISA, Mastercard, Discover Network or AXP. Client agrees to comply with and be subject to all rules and regulations of MasterCard International, Inc., ("**MasterCard**"), Visa International ("**VISA**"), Discover Network ("**Discover Network**"), American Express ("**AXP**") (collectively, the "**Rules**") and National Automated Clearing House Association rules and regulations ("**NACHA Rules**"), as they may exist or are modified from time to time and as applicable to Client's activities under this Agreement. Client also agrees to comply with all guidelines, policies and procedures for services provided to Client by PNP from time to time.

1.1.3 At the time of Client's execution of this Agreement, Client shall also return the completed Client Application to PNP. Subject to the terms and conditions of this Agreement, the Services may be also be used by the affiliated offices, bureaus, agencies or departments of Client ("**Affiliates**"). Each Affiliate that uses the Services shall complete a Client Application prior to commencement of the Services after which PNP will recognize such Affiliate as the Client pursuant to all of the terms and conditions of the Agreement.

1.2 Client Representatives

PNP will provide Client's authorized representatives with a logon and password to access the Counter Module. Client shall be solely responsible for maintaining the confidentiality and security of the logons and passwords provided by PNP. Client will cause each of its representatives to change the initial password, keep the passwords confidential, refrain from sharing passwords and/or logon information with any unauthorized user, and use no other password to access the Counter Module. PNP shall be entitled to rely on any communications it receives under Client's passwords, logon information, and/or account number as having been sent by Client, without conducting any further checks as to the identity of the user of such information. PNP will not be responsible for the operability or functionality of any of Client's computer equipment, system, browser or Internet connectivity.

1.3 Payment Device Transactions

All Payment Device transactions using the Services will be processed through a secured link. The parties to each Payment Device transaction will be the Customer cardholder or checking account owner and the Client (provided that, with respect to applicable service or convenience fees charges, such portion of the transaction will be between Customer and PNP).

1.4 e-Check Transactions ACH Authorizations

1.4.1 Definitions

1.4.1.1 "**ACH Entry**" means any electronic funds transfer initiated through the ACH System resulting in a credit to a Designated Account ("Debit Entry") or a debit to a designated account ("Credit Entry");

1.4.1.2 "**ACH System**" means the automated clearinghouse or other system used for bulk file transfers;

1.4.2 e-Check Transactions. e-Check transactions are executed by creating or originating authorized ACH Entries using checking account information provided by a Customer. PNP will provide ACH origination services to Client relating to ACH Entries, pursuant to the terms of this Agreement and the NACHA Rules, with PNP's designated financial institution acting as an Originating Depository Financial Institution ("**ODFI**") with respect to such ACH Entries. In addition:

1.4.2.1 Client authorizes PNP and its designated ODFI to originate Entries on behalf of Client;

1.4.2.2 Client agrees to any restrictions on the types of ACH Entries that may be originated;

1.4.2.3 Subject to Section 8.3 below, Client acknowledges and agrees to the right of the PNP and its designated ODFI to terminate or suspend this Agreement for breach of the Rules in a manner that permits PNP and the ODFI to comply with the Rules;

1.4.2.4 Client acknowledges and agrees to the right of PNP and the ODFI to audit Client's compliance with the Agreement, including compliance with NACHA Rules; and

1.4.2.5 Client represents and warrants that it has the full authority and capacity to bind its Affiliates to the terms of the Agreement.

1.5 Service Promotion

Client will use reasonable efforts to promote the Services and build awareness of the Services with its Customers through various media including, but not limited to:

- Print: Bill inserts, counter displays, and announcements in Client's newsletter
- Online: Home page announcements with an easily accessible, one-click link to payments page.
- Phone/IVR: Pre-recorded message with the ability to transfer to payments IVR (e.g., "Press 2 to make a payment") or provide the IVR phone number to call.
- Joint Press Releases: The parties shall mutually agree upon press releases announcing the availability of electronic payment services and the partnering of Client and PNP.

1.6 Trademark License

PNP grants Client a limited, non-exclusive, non-transferable license to use the PNP trademarks, service marks and logos provided by PNP to Client (the "**Trademarks**") solely in connection with Client's promotion of the Services to Customers. Client shall not alter the Trademarks nor use the Trademarks in any way which is disparaging, dilutive or otherwise adversely affects the reputation of PNP.

1.7 Client Logo License

Client grants PNP a limited, non-exclusive, non-transferable license to use its applicable logos, copyrighted works and trademarks ("**Client Marks**") solely in connection with the Services provided to Client. Client shall provide the Client Marks to PNP for use with the Services. Client represents that it has all intellectual property rights required for Client's and PNP's use of Client Marks, and shall indemnify PNP against any third party claims that the Client Marks infringe the intellectual property rights of a third party.

SECTION 2 COMPENSATION

2.1 Services Transaction Fee

PNP will charge the transaction fee to use the Services set forth on the Client Application. If Services fees are charged directly to Customers by PNP, Customers will receive a notice each time they use the Services stating that the Services are provided by PNP and that a convenience or service fee is charged for use of the Services. PNP may change the amount of such fee by notifying Client of such new amount at least thirty (30) days prior to such change.

2.2 Activation and Monthly Fees

If applicable, Client shall pay a one-time Activation Fee and Monthly Fees as set forth on the Client Application. If Client does not implement the Service under this Agreement within six months after the Effective Date, other than due to a material breach by PNP, all unpaid fees that would have been assessed in the first year of the Term shall become immediately due and payable.

2.3 Charge-backs and Returns

Unless otherwise specified in the Client Application, and without limiting any other rights it may have, PNP will set off (a) the amount of any charge-backs, refusals to pay and returns from any amounts otherwise owing by PNP to Client and (b) a transaction handling fee for charge-backs and non-sufficient funds (NSF) as specified in the Client Application

2.4 ACH Debit of Fees

Client hereby authorizes PNP, and any subsidiary or successor thereof, solely with respect to amounts due pursuant to this Agreement and any subsequent agreements between Client and PNP, including but not limited to convenience or service fees, transaction fees, charge-backs and returns as set forth in Sections 2.1 and 2.3 of this Agreement, to initiate Automated Clearing House ("**ACH**") Authorizations to credit and debit Client's bank account as set forth on the Banking Authorization Form attached hereto as Exhibit B or otherwise provided by Client.

SECTION 3 INTELLECTUAL PROPERTY; CONFIDENTIALITY

3.1 No Transfer or License

Except for the rights expressly granted to Client in this Agreement, no PNP Intellectual Property Right is transferred or licensed to Client pursuant to this Agreement, by implication or otherwise. PNP reserves and retains all rights, title and interests in and to the PNP Intellectual Property Rights, and all copies, revisions, modifications, updates, and upgrades thereof. Client agrees not to remove, alter or destroy any copyright, patent notice, trademark or other proprietary markings or confidential legends placed on or within any portion of the PNP Intellectual Property Rights. For purposes of this Agreement, "**Intellectual Property Rights**" means all the intellectual property, industrial and other proprietary rights, protected or protectable, under the laws of the United States, any foreign country, or any political subdivision thereof, including (a) all trade names, trade dress, trademarks, service marks, logos, brand names and other identifiers, (b) copyrights, moral rights (including rights of attribution and rights of integrity), (c) all trade secrets, inventions,

discoveries, devices, processes, designs, techniques, ideas, know-how and other confidential or proprietary information, whether or not reduced to practice, (d) all domestic and foreign patents and the registrations, applications, renewals, extensions and continuations (in whole or in part) thereof, and (e) all goodwill associated with any of the foregoing and (f) all rights and causes of action for infringement, misappropriation, misuse, dilution or unfair trade practices associated with (a) through (d) above.

3.2 Ownership and Use of PNP Materials

Any software developed by or on behalf of PNP for use in connection with the Services remains the exclusive property of PNP. Client will not sell, transfer, barter, trade, license, modify or copy any such software. Web pages accessible through use of the Services are the copyrighted intellectual property of PNP and may not be copied in whole or part by anyone. Any training materials (including, but not limited to, webinars and manuals) provided to Client by PNP shall remain the exclusive property of PNP. PNP grants Client and Client's personnel a limited, non-exclusive, non-transferrable license to use and to make copies of the training materials with its personnel solely in connection with the Services. Training materials may not be modified by Client or its personnel or disclosed to any third party, including Client's end-user Customers. Client shall ensure all personnel shall complete and review all training materials prior to using the Services.

3.3 Reverse Engineering

Client will not reverse engineer, reverse assemble, decompile or disassemble any of PNP's intellectual property, nor will Client attempt to do so or enable any third party to do so or otherwise attempt to discover any source code, modify the Service in any manner or form, or use unauthorized modified versions of the Service, including (without limitation) for the purpose of building a similar or competitive product or service or for the purpose of obtaining unauthorized access to the Service. Client is expressly prohibited from sublicensing use of the Service to any third parties. If Client becomes aware that any person has engaged or is likely to have engaged in any of the activities described in this Section 3.3, Client will promptly notify PNP.

3.4 Confidential Information

3.4.1 Any Confidential Information provided by PNP to Client pursuant to this Agreement will remain the exclusive property of PNP. Client will disclose such Confidential Information only to those of its representatives and employees who need to know such Confidential Information for purposes of performing this Agreement, who are informed of the confidential nature of the Confidential Information and who agree, for the benefit of PNP, to be bound by the terms of confidentiality in this Agreement. Client will, and will cause each of its representatives and employees, to keep confidential and not to disclose in any manner whatsoever any Confidential Information provided by PNP pursuant to this Agreement, and not to use such Confidential Information, in whole or in part, directly or indirectly, for any purpose at any time other than for the purposes contemplated by this Agreement. Notwithstanding the foregoing, if Client is a city, county, township or similar entity, or government agency or department thereof, Client may disclose Confidential Information as necessary to comply with applicable public records laws.

3.4.2 For purposes of this Agreement, "**Confidential Information**" means all nonpublic or proprietary information of PNP, including proprietary, technical, development, marketing, sales, operating, performances, cost, know-how, business and process information, computer programs and programming techniques, security features (including, without limitation, multi-level access and log-in features, audit trail setup, interfaces between the Counter Module and the Internet or IVR Modules), all record bearing media containing or disclosing such information and techniques, and anything marked confidential, that is disclosed by PNP to Client pursuant to this Agreement. Confidential Information also includes the terms and conditions of this Agreement.

3.5 Exclusions

The term Confidential Information will not apply to information that: (a) is or becomes generally available to the public other than as a result of a disclosure by Client in breach of this Agreement; (b) was within Client's possession prior to its disclosure by or on behalf of PNP, provided that the discloser of such information was not known by Client to be bound by a confidentiality agreement with, or other contractual, legal or fiduciary obligation of confidentiality to, PNP with respect to such information; (c) becomes available to Client on a non-confidential basis from a source other than PNP, provided that such source is not known by Client to be bound by a confidentiality agreement with, or other contractual, legal or fiduciary obligation of confidentiality to, PNP with respect to such information; or (d) is developed independently by Client, as demonstrated by the written records of Client, without use of such information. The confidentiality obligations of Client pursuant to this Agreement will not apply to any Confidential Information of PNP that Client is legally compelled to disclose. In the event Client becomes legally compelled to disclose any Confidential Information provided pursuant to this Agreement, Client will provide PNP with prompt written notice so that PNP may seek a protective order or other appropriate remedy or waive compliance with the confidentiality provisions of this Agreement.

3.6 Failure to Comply

If Client fails to comply with any of its obligations pursuant to this Section 3, PNP will have the right to immediately terminate this Agreement by providing written notice of such termination to Client.

3.7 Survival

The rights and obligations of the parties provided for in this Section 3 will survive any expiration or termination of this Agreement or its term.

SECTION 4 WARRANTIES; DISCLAIMER

4.1 Warranties

4.1.1 Each party represents and warrants that it has the full legal right, authority and power to enter into this Agreement and perform its obligations hereunder.

4.1.2 PNP represents and warrants that the Services will be provided in a professional, workman-like manner consistent with industry standards.

4.2 Disclaimers

4.2.1 PNP does not represent that Client's or its Customers use of the Services will be uninterrupted or error-free, or that the system that makes the Services available will be free of viruses or other harmful components resulting from the Internet or any third party providers or products outside the control of PNP.

4.2.2 EXCEPT FOR THE WARRANTIES EXPRESSLY SET FORTH IN THIS SECTION 4, PNP DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. THE SERVICE IS PROVIDED TO CLIENT ON AN "AS IS" AND "AS AVAILABLE" BASIS, AND IS FOR COMMERCIAL USE ONLY.

SECTION 5 LIMITATIONS OF LIABILITY AND OBLIGATION

5.1 Damages and Liability Limit

IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY IN CONNECTION WITH THIS AGREEMENT FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING DAMAGES FOR LOST PROFITS, EVEN IF THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EACH PARTY RELEASES THE OTHER PARTY AND ALL OF THE OTHER PARTY'S AFFILIATES, EMPLOYEES, AND AGENTS FROM ANY SUCH DAMAGES. IN NO EVENT WILL PNP HAVE OR INCUR ANY LIABILITY TO CLIENT OR ANY THIRD PARTY IN EXCESS OF THE AGGREGATE COMPENSATION RECEIVED BY PNP FOR THE SIX-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO A CLAIM FOR SUCH LIABILITY. THE FOREGOING EXCLUSIONS AND LIMITATIONS WILL APPLY TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, EVEN IF ANY REMEDY FAILS ITS ESSENTIAL PURPOSE.

5.2 Refusals of Payment

PNP will not be liable for charge-backs or other refusals of payment initiated by any Customer. All such charge-backs and other refusals of payment will be refunded by PNP to the Customer and Client will mark and otherwise treat the related Customer account as "unpaid."

5.3 Errors and Omissions

PNP will not be liable for any errors or omissions in data provided by Client or Customers. Client will be responsible for the accuracy of data provided to PNP for use in providing the Services.

5.4 Bank Actions

PNP will not be liable for any errors, omissions or delays attributable to the acts or omissions of any bank or other third party involved in the processing of any Payment Device payment.

SECTION 6 CARDHOLDER DATA SECURITY

To the extent applicable, each of the parties shall be required to comply at all times with the Payment Card Industry Data Security Standard Program ("PCI-DSS") in effect and as may be amended from time to time during the term of the Agreement. The current PCI-DSS specifications are available on the PCI Security Standards Council website which may be amended or modified at any time: https://www.pcisecuritystandards.org.

SECTION 7 EXCLUSIVITY

Client agrees that PNP will be the exclusive provider of electronic payment services and that Client may not procure similar such services from any other party.

SECTION 8 TERM AND TERMINATION

8.1 Term

The ~~initial~~ term of this Agreement will commence on the Effective Date and will end on the third (3rd) anniversary of the Effective Date (the "**~~Initial~~ Term**"). ~~The term of t~~his Agreement will terminate at the end of the ~~Initial~~ Term ~~or any subsequent Renewal Term if either party provides written notice of such termination to the other party at least sixty (60) days prior to the expiration of the applicable Term.~~

8.2 In the Event of Breach; Effect on Affiliates

8.2.1 Subject to the opportunity to cure set forth below, either party may terminate this Agreement upon sixty (60) days written notice to the other party in the event of a material, uncured breach of any provision of this Agreement by the other party. Such notice by the complaining party shall expressly state all of the reasons for the claimed breach in sufficient detail so as to provide the alleged breaching party a meaningful opportunity to cure such alleged breach ("**Notice**").

8.2.2 Following receipt of Notice, the alleged breaching party shall have sixty (60) days to cure such alleged breach. Upon termination or expiration of this Agreement, Client shall have no rights to continue use of the Service or the Modules. Expiration or termination of the Agreement by Client or PNP shall also terminate the Affiliates' rights under the Agreement unless otherwise agreed by the parties in writing. PNP may terminate the Agreement solely with respect to an individual Affiliate without affecting the rights and obligations of Client and other Affiliates under the Agreement.

8.3 Modification to or Discontinuation of the Service

PNP reserves the right at any time and from time to time to modify, temporarily or permanently, the Service (or any part thereof). In addition, PNP will have the right to discontinue accepting any Payment Device by providing not less than ten (10) days' written notice to Client. In the event that PNP modifies the Service in a manner which removes or disables a feature or functionality on which Client materially relies, PNP, at Client's request, shall use commercially reasonable efforts to substantially restore such functionality to Client. In the event that PNP is unable to substantially restore such functionality within sixty (60) days, Client shall have the right to terminate the Agreement. Client acknowledges that PNP reserves the right to discontinue offering the Service and any support at the conclusion of Client's then-current Term. Client agrees that PNP shall not be liable to Client nor to any third party for any modification of the Service as described in this Section.

SECTION 9 PAYMENT DEVICE TRANSACTION DEPOSITS

The exact amount of each approved Payment Device transaction will be electronically deposited into the Client bank account identified on the Client Application. PNP shall initiate such deposits as specified on the attached Client Application. PNP will provide Client's authorized employees with access to PNP's online transaction reports for reconciliation purposes.

SECTION 10 FORCE MAJEURE

PNP will not be responsible for its failure to perform under this Agreement due to causes beyond its reasonable control, including acts of God, wars, riots, revolutions, acts of civil or military authorities, terrorism, fires, floods, sabotage, nuclear incidents, earthquakes, storms, pandemics or epidemics. If the provision of Services under this Agreement is delayed by such an event or condition, PNP will promptly notify Client thereof. PNP will use commercially reasonable efforts to overcome any such cause for delay as soon as is reasonably practicable.

SECTION 11 GOVERNING LAW

This Agreement will be interpreted, construed and enforced in all respects in accordance with the laws of the State of ~~Florida~~Illinois without reference to its conflicts of law principles.

SECTION 12 NOTICES

All notices or other communications required or permitted by this Agreement must be in writing and will be deemed to have been duly given when delivered personally to the party for whom such notice was intended, or upon actual receipt if sent by facsimile or delivered by a nationally recognized overnight delivery service, or at the expiration of the third day after the date of deposit if deposited in the United States mail, postage pre-paid, certified or registered, return receipt requested, to the respective parties at:

If to Client:	See Merchant Application
If to PNP:	Point & Pay, LLC 110 State St. E, Suite D Oldsmar, FL 34677

SECTION 13 MISCELLANEOUS

The headings of sections and subsections of this Agreement are for convenience of reference only and will not be construed to alter the meaning of any provision of this Agreement. PNP is an independent contractor and nothing in this Agreement will be deemed to create any agency, employee-employer relationship, partnership, franchise or joint venture between the parties. Except as otherwise specifically provided in this Agreement, neither party will have, or represent that it has the right, power or authority to bind, contract or commit the other party or to create any obligation on behalf of the other party. Each of the parties will have any and all rights and remedies available to them under all applicable laws. The remedies provided for in this Agreement will be deemed to be non-exclusive and in addition to any other available remedy at law or in equity. All rights and remedies are cumulative and may be exercised singularly or concurrently. Client may not assign or transfer any of its rights or delegate any of its obligations under this Agreement to any third party, by operation of law or otherwise, without the prior written consent of PNP. Any attempted assignment or transfer in violation of the foregoing will be void. This Agreement will be binding upon, and inure to the benefit of, the successors and permitted assigns of the parties. Client shall comply with all applicable laws, rules, treaties, and regulations in its performance of this Agreement, including, without limitation, the Rules and NACHA Rules. If any provision of this Agreement is held by a court of law to be illegal, invalid or unenforceable, the remaining provisions of this Agreement will not be affected and the illegal, invalid, or unenforceable provision will be deemed modified such that it the intention of the parties to the fullest extent possible. No amendment or modification of this Agreement will be effective unless it is in writing and executed by both of the parties. Nothing contained in this Agreement establishes, creates, or is intended to or will be construed to establish or create, any right in or obligation to any third party. This Agreement, the Exhibit(s) and the Client Application set forth the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes any and all prior or contemporaneous understandings and agreements, whether written or oral, between the parties with respect to such subject matter.

The parties have duly executed this Agreement as of the date of the last signature below (the "**Effective Date**").

Point & Pay, LLC **Village of Poplar Grove, IL**

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A
Services Description

The following is a description of all Services and Modules offered by PNP. PNP shall provide the Services to Client and its Customers via the specific Modules and Payment Devices chosen by Client in the Client Application. Applicable fees, if any, for Client's elections are set forth on the Client Application. The Services include support and training outlined below at no additional charge to Client.

Service Modules

- **Counter Module.** The Counter Module allows Customers to make payments to Client in a face-to-face environment or over the phone using a Payment Device. PNP will issue unique confirmation numbers to Customers who have completed a payment transaction using the Counter Module. The Counter Module also enables Client's staff to access reports via the web. The Counter Module is required to access the PNP Services. The Counter Module may be used in conjunction with or independently of point-of-sale (POS) terminals.

- **Web Module.** The Web Module allows Customers to make payments to Clients online using a Payment Device via a secure website hosted by PNP. Customers who elect to make payments via the Internet can follow a link from the Client website to the Client-branded, PNP-hosted web pages to submit a payment. PNP will issue unique confirmation numbers to Customers who have completed a payment transaction using the Web Module. PNP shall create the Client-branded, PNP-hosted web pages at no additional charge. Client may elect bill presentment and account validation functionality for the one-time set-up fee set forth on the Client Application under "Data File Integration."

- **Interactive Voice Response (IVR) Module.** The IVR Module allows Customers to make payments to Clients over the phone using a Payment Device. The Customer calls a toll-free phone number provided and managed by PNP to access the Client branded IVR. The IVR system recognizes Customer instructions through making a payment; the phone keypad is used to enter Payment Device numbers. The IVR system is configured and tested by PNP. PNP will issue unique confirmation numbers to Customers who have completed a payment transaction using the IVR Module. Election of the IVR Module includes a Client-branded IVR environment and, if applicable, Client shall pay the one-time IVR set-up fee for the IVR Module set forth on the Client Application. In addition, Client may elect to have bill presentment and account validation functionality enabled through the IVR for the one-time set-up fee on the Client Application under "Data File Integration."

Customer Payment Devices
Each of the Modules can provide the Customer with the ability to pay by Credit Card, Debit Card and/or Electronic Check.

Training
PNP shall provide instruction manuals and up to four (4) hours of webinar training to Client and Client personnel in connection with the Modules chosen by Client.

Support
PNP shall provide services and technical support to Client via telephone during regular business hours. Support availability shall be exclusive of downtime due to scheduled maintenance or events out of PNP's control. Support for the Products may be modified, suspended or terminated in PNP's sole discretion upon prior written notice.

Exhibit B

Client Application

point&pay

Change Request Form

Requestor Name:	Carina Boyd
Request Date:	9/29/2021
Current Partner Name:	Village of Poplar Grove, IL
Current Partner ID:	7871

Section A. Select the Change Type (Mark with a X)

Change Partner Name		**Complete (Section C)**
Deactivate Partner		
Add New Office		
Modify Existing Office		
Add/Remove Payment Method		
Add/Remove Channels		
Change Custom Data Element		
Change/Add Software Vendor		
Other		
Change Credit Card Fees	XXX	**Complete (PnP Fee Doc)**
Change E-Check Fees	XXX	
Other Fee Changes (Tiered, Interchange)		
Change Product Name		**Complete (Section B)**
Change Product Classification (MCC)		
Add New Product		
Deactivate Product		

Section B. Enter below the name of the product(s) to which this change request applies. If adding a new product, put "New" for the product code.

Product Name	Product Code	MCC Code	Channel		
			☑PNP COUNTER ☐Other POS	☑PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐ PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐ PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐ PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐ PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐ PNP WEB ☐Other Web	☐PNP IVR ☐BillPay

Section C. Describe Changes Requested:

Note: If new Software Partner, please include the contact information.

Change Credit Card Fee to 2.75% min $1.50
Change eCheck Fee to $1.50

CLIENT NAME: Carina Boyd

TITLE: _____

SIGNATURE: _____

point&pay

Change Request Form

Requestor Name:	Carina Boyd
Request Date:	9/28/2021
Current Partner Name:	Village of Poplar Grove, IL
Current Partner ID:	7871

Section A. Select the Change Type (Mark with a X)

Change Partner Name		**Complete (Section C)**
Deactivate Partner		
Add New Office		
Modify Existing Office	Yes	
Add/Remove Payment Method		
Add/Remove Channels	Yes	
Change Custom Data Element		
Change/Add Software Vendor		
Other		
Change Credit Card Fees		**Complete (PnP Fee Doc)**
Change E-Check Fees		
Other Fee Changes (Tiered, Interchange)		
Change Product Name		**Complete (Section B)**
Change Product Classification (MCC)		
Add New Product		
Deactivate Product		

Section B. Enter below the name of the product(s) to which this change request applies. If adding a new product, put "New" for the product code.

Product Name	Product Code	MCC Code	Channel		
			☐PNP COUNTER ☐Other POS	☐PNP WEB ☐Other Web	☐PNP IVR ☒BillPay
			☐PNP COUNTER ☐Other POS	☐PNP WEB ☐Other Web	☐PNP IVR ☒BillPay
Utility Billing			☐PNP COUNTER ☐Other POS	☐PNP WEB ☐Other Web	☐PNP IVR ☒BillPay
			☐PNP COUNTER ☐Other POS	☐PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐PNP WEB ☐Other Web	☐PNP IVR ☐BillPay
			☐PNP COUNTER ☐Other POS	☐PNP WEB ☐Other Web	☐PNP IVR ☐BillPay

Section C. Describe Changes Requested:

Note: If new Software Partner, please include the contact information.

Client would like to upgrade to BS&A BillPay

CLIENT NAME: _____

TITLE: _____

SIGNATURE: _____

POINT & PAY, LLC
E-PAYMENT SERVICES AGREEMENT

Parties:

Point & Pay, LLC ("**PNP**")
A subsidiary of NAB, doing business in Delaware

Village of Poplar Grove, IL

Terms

SECTION 1 E-PAYMENT SERVICES

1.1 Access to Payment Modules

1.1.1 Pursuant to this E-Payment Services Agreement (this "**Agreement**"), PNP grants Client a limited, non-exclusive, non-transferable and terminable license for the duration of the Term to use the electronic payment services (the "**Services**") and payment modules (each, a "**Module**") chosen in the attached client application ("**Client Application**") to enable Client's customers ("**Customers**") to make payments to Client using a Payment Device. "**Payment Device**" means the payment type(s) chosen by Client on the Client Application. A description of all Modules, Services, training and support offered by PNP is attached as Exhibit A (the "**Services Description**").

1.1.2 Payment types are Debit Cards, Credit Cards or electronic checks ("**e-Check**"). A "**Debit Card**" is a valid payment card with a VISA, Mastercard or Discover Network mark that is tied to a cardholder's bank account or a prepaid account and which is processed with or without the use of a PIN. A "**Credit Card**" is a valid payment card authorizing the cardholder to buy goods or services on credit and bearing the service mark of VISA, Mastercard, Discover Network or AXP. Client agrees to comply with and be subject to all rules and regulations of MasterCard International, Inc., ("**MasterCard**"), Visa International ("**VISA**"), Discover Network ("**Discover Network**"), American Express ("**AXP**") (collectively, the "**Rules**") and National Automated Clearing House Association rules and regulations ("**NACHA Rules**"), as they may exist or are modified from time to time and as applicable to Client's activities under this Agreement. Client also agrees to comply with all guidelines, policies and procedures for services provided to Client by PNP from time to time.

1.1.3 At the time of Client's execution of this Agreement, Client shall also return the completed Client Application to PNP. Subject to the terms and conditions of this Agreement, the Services may be also be used by the affiliated offices, bureaus, agencies or departments of Client ("**Affiliates**"). Each Affiliate that uses the Services shall complete a Client Application prior to commencement of the Services after which PNP will recognize such Affiliate as the Client pursuant to all of the terms and conditions of the Agreement.

1.2 Client Representatives

PNP will provide Client's authorized representatives with a logon and password to access the Counter Module. Client shall be solely responsible for maintaining the confidentiality and security of the logons and passwords provided by PNP. Client will cause each of its representatives to change the initial password, keep the passwords confidential, refrain from sharing passwords and/or logon information with any unauthorized user, and use no other password to access the Counter Module. PNP shall be entitled to rely on any communications it receives under Client's passwords, logon information, and/or account number as having been sent by Client, without conducting any further checks as to the identity of the user of such information. PNP will not be responsible for the operability or functionality of any of Client's computer equipment, system, browser or Internet connectivity.

1.3 Payment Device Transactions

All Payment Device transactions using the Services will be processed through a secured link. The parties to each Payment Device transaction will be the Customer cardholder or checking account owner and the Client (provided that, with respect to applicable service or convenience fees charges, such portion of the transaction will be between Customer and PNP).

1.4 e-Check Transactions ACH Authorizations

1.4.1 Definitions

1.4.1.1"**ACH Entry**" means any electronic funds transfer initiated through the ACH System resulting in a credit to a Designated Account ("Debit Entry") or a debit to a designated account ("Credit Entry");

1.4.1.2 "**ACH System**" means the automated clearinghouse or other system used for bulk file transfers;

1.4.2 e-Check Transactions. e-Check transactions are executed by creating or originating authorized ACH Entries using checking account information provided by a Customer. PNP will provide ACH origination services to Client relating to ACH Entries, pursuant to the terms of this Agreement and the NACHA Rules, with PNP's designated financial institution acting as an Originating Depository Financial Institution ("**ODFI**") with respect to such ACH Entries. In addition:

1.4.2.1 Client authorizes PNP and its designated ODFI to originate Entries on behalf of Client;

1.4.2.2 Client agrees to any restrictions on the types of ACH Entries that may be originated;

1.4.2.3 Subject to Section 8.3 below, Client acknowledges and agrees to the right of the PNP and its designated ODFI to terminate or suspend this Agreement for breach of the Rules in a manner that permits PNP and the ODFI to comply with the Rules;

1.4.2.4 Client acknowledges and agrees to the right of PNP and the ODFI to audit Client's compliance with the Agreement, including compliance with NACHA Rules; and

1.4.2.5 Client represents and warrants that it has the full authority and capacity to bind its Affiliates to the terms of the Agreement.

1.5 Service Promotion

Client will use reasonable efforts to promote the Services and build awareness of the Services with its Customers through various media including, but not limited to:

- Print: Bill inserts, counter displays, and announcements in Client's newsletter
- Online: Home page announcements with an easily accessible, one-click link to payments page.
- Phone/IVR: Pre-recorded message with the ability to transfer to payments IVR (e.g., "Press 2 to make a payment") or provide the IVR phone number to call.
- Joint Press Releases: The parties shall mutually agree upon press releases announcing the availability of electronic payment services and the partnering of Client and PNP.

1.6 Trademark License

PNP grants Client a limited, non-exclusive, non-transferable license to use the PNP trademarks, service marks and logos provided by PNP to Client (the "**Trademarks**") solely in connection with Client's promotion of the Services to Customers. Client shall not alter the Trademarks nor use the Trademarks in any way which is disparaging, dilutive or otherwise adversely affects the reputation of PNP.

1.7 Client Logo License

Client grants PNP a limited, non-exclusive, non-transferable license to use its applicable logos, copyrighted works and trademarks ("**Client Marks**") solely in connection with the Services provided to Client. Client shall provide the Client Marks to PNP for use with the Services. Client represents that it has all intellectual property rights required for Client's and PNP's use of Client Marks, and shall indemnify PNP against any third party claims that the Client Marks infringe the intellectual property rights of a third party.

SECTION 2 COMPENSATION

2.1 Services Transaction Fee

PNP will charge the transaction fee to use the Services set forth on the Client Application. If Services fees are charged directly to Customers by PNP, Customers will receive a notice each time they use the Services stating that the Services are provided by PNP and that a convenience or service fee is charged for use of the Services. PNP may change the amount of such fee by notifying Client of such new amount at least thirty (30) days prior to such change.

2.2 Activation and Monthly Fees

If applicable, Client shall pay a one-time Activation Fee and Monthly Fees as set forth on the Client Application. If Client does not implement the Service under this Agreement within six months after the Effective Date, other than due to a material breach by PNP, all unpaid fees that would have been assessed in the first year of the Term shall become immediately due and payable.

2.3 Charge-backs and Returns

Unless otherwise specified in the Client Application, and without limiting any other rights it may have, PNP will set off (a) the amount of any charge-backs, refusals to pay and returns from any amounts otherwise owing by PNP to Client and (b) a transaction handling fee for charge-backs and non-sufficient funds (NSF) as specified in the Client Application

2.4 ACH Debit of Fees

Client hereby authorizes PNP, and any subsidiary or successor thereof, solely with respect to amounts due pursuant to this Agreement and any subsequent agreements between Client and PNP, including but not limited to convenience or service fees, transaction fees, charge-backs and returns as set forth in Sections 2.1 and 2.3 of this Agreement, to initiate Automated Clearing House ("**ACH**") Authorizations to credit and debit Client's bank account as set forth on the Banking Authorization Form attached hereto as Exhibit B or otherwise provided by Client.

SECTION 3 INTELLECTUAL PROPERTY; CONFIDENTIALITY

3.1 No Transfer or License

Except for the rights expressly granted to Client in this Agreement, no PNP Intellectual Property Right is transferred or licensed to Client pursuant to this Agreement, by implication or otherwise. PNP reserves and retains all rights, title and interests in and to the PNP Intellectual Property Rights, and all copies, revisions, modifications, updates, and upgrades thereof. Client agrees not to remove, alter or destroy any copyright, patent notice, trademark or other proprietary markings or confidential legends placed on or within any portion of the PNP Intellectual Property Rights. For purposes of this Agreement, "**Intellectual Property Rights**" means all the intellectual property, industrial and other proprietary rights, protected or protectable, under the laws of the United States, any foreign country, or any political subdivision thereof, including (a) all trade names, trade dress, trademarks, service marks, logos, brand names and other identifiers, (b) copyrights, moral rights (including rights of attribution and rights of integrity), (c) all trade secrets, inventions, discoveries, devices, processes, designs, techniques, ideas, know-how and other confidential or proprietary information, whether or not reduced to practice, (d) all domestic and foreign

patents and the registrations, applications, renewals, extensions and continuations (in whole or in part) thereof, and (e) all goodwill associated with any of the foregoing and (f) all rights and causes of action for infringement, misappropriation, misuse, dilution or unfair trade practices associated with (a) through (d) above.

3.2 Ownership and Use of PNP Materials

Any software developed by or on behalf of PNP for use in connection with the Services remains the exclusive property of PNP. Client will not sell, transfer, barter, trade, license, modify or copy any such software. Web pages accessible through use of the Services are the copyrighted intellectual property of PNP and may not be copied in whole or part by anyone. Any training materials (including, but not limited to, webinars and manuals) provided to Client by PNP shall remain the exclusive property of PNP. PNP grants Client and Client's personnel a limited, non-exclusive, non-transferrable license to use and to make copies of the training materials with its personnel solely in connection with the Services. Training materials may not be modified by Client or its personnel or disclosed to any third party, including Client's end-user Customers. Client shall ensure all personnel shall complete and review all training materials prior to using the Services.

3.3 Reverse Engineering

Client will not reverse engineer, reverse assemble, decompile or disassemble any of PNP's intellectual property, nor will Client attempt to do so or enable any third party to do so or otherwise attempt to discover any source code, modify the Service in any manner or form, or use unauthorized modified versions of the Service, including (without limitation) for the purpose of building a similar or competitive product or service or for the purpose of obtaining unauthorized access to the Service. Client is expressly prohibited from sublicensing use of the Service to any third parties. If Client becomes aware that any person has engaged or is likely to have engaged in any of the activities described in this Section 3.3, Client will promptly notify PNP.

3.4 Confidential Information

3.4.1 Any Confidential Information provided by PNP to Client pursuant to this Agreement will remain the exclusive property of PNP. Client will disclose such Confidential Information only to those of its representatives and employees who need to know such Confidential Information for purposes of performing this Agreement, who are informed of the confidential nature of the Confidential Information and who agree, for the benefit of PNP, to be bound by the terms of confidentiality in this Agreement. Client will, and will cause each of its representatives and employees, to keep confidential and not to disclose in any manner whatsoever any Confidential Information provided by PNP pursuant to this Agreement, and not to use such Confidential Information, in whole or in part, directly or indirectly, for any purpose at any time other than for the purposes contemplated by this Agreement. Notwithstanding the foregoing, if Client is a city, county, township or similar entity, or government agency or department thereof, Client may disclose Confidential Information as necessary to comply with applicable public records laws.

3.4.2 For purposes of this Agreement, "**Confidential Information**" means all nonpublic or proprietary information of PNP, including proprietary, technical, development, marketing, sales, operating, performances, cost, know-how, business and process information, computer programs and programming techniques, security features (including, without limitation, multi-level access and log-in features, audit trail setup, interfaces between the Counter Module and the Internet or IVR Modules), all record bearing media containing or disclosing such information and techniques, and anything marked confidential, that is disclosed by PNP to Client pursuant to this Agreement. Confidential Information also includes the terms and conditions of this Agreement.

3.5 Exclusions

The term Confidential Information will not apply to information that: (a) is or becomes generally available to the public other than as a result of a disclosure by Client in breach of this Agreement; (b) was within Client's possession prior to its disclosure by or on behalf of PNP, provided that the discloser of such information was not known by Client to be bound by a confidentiality agreement with, or other contractual, legal or fiduciary obligation of confidentiality to, PNP with respect to such information; (c) becomes available to Client on a non-confidential basis from a source other than PNP, provided that such source is not known by Client to be bound by a confidentiality agreement with, or other contractual, legal or fiduciary obligation of confidentiality to, PNP with respect to such information; or (d) is developed independently by Client, as demonstrated by the written records of Client, without use of such information. The confidentiality obligations of Client pursuant to this Agreement will not apply to any Confidential Information of PNP that Client is legally compelled to disclose. In the event Client becomes legally compelled to disclose any Confidential Information provided pursuant to this Agreement, Client will provide PNP with prompt written notice so that PNP may seek a protective order or other appropriate remedy or waive compliance with the confidentiality provisions of this Agreement.

3.6 Failure to Comply

If Client fails to comply with any of its obligations pursuant to this Section 3, PNP will have the right to immediately terminate this Agreement by providing written notice of such termination to Client.

3.7 Survival

The rights and obligations of the parties provided for in this Section 3 will survive any expiration or termination of this Agreement or its term.

SECTION 4 WARRANTIES; DISCLAIMER

4.1 Warranties

4.1.1 Each party represents and warrants that it has the full legal right, authority and power to enter into this Agreement and perform its obligations hereunder.

4.1.2 PNP represents and warrants that the Services will be provided in a professional, workman-like manner consistent with industry standards.

4.2 Disclaimers

4.2.1 PNP does not represent that Client's or its Customers use of the Services will be uninterrupted or error-free, or that the system that makes the Services available will be free of viruses or other harmful components resulting from the Internet or any third party providers or products outside the control of PNP.

4.2.2 EXCEPT FOR THE WARRANTIES EXPRESSLY SET FORTH IN THIS SECTION 4, PNP DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. THE SERVICE IS PROVIDED TO CLIENT ON AN "AS IS" AND "AS AVAILABLE" BASIS, AND IS FOR COMMERCIAL USE ONLY.

SECTION 5 LIMITATIONS OF LIABILITY AND OBLIGATION

5.1 Damages and Liability Limit

IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY IN CONNECTION WITH THIS AGREEMENT FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, SPECIAL, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING DAMAGES FOR LOST PROFITS, EVEN IF THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EACH PARTY RELEASES THE OTHER PARTY AND ALL OF THE OTHER PARTY'S AFFILIATES, EMPLOYEES, AND AGENTS FROM ANY SUCH DAMAGES. IN NO EVENT WILL PNP HAVE OR INCUR ANY LIABILITY TO CLIENT OR ANY THIRD PARTY IN EXCESS OF THE AGGREGATE COMPENSATION RECEIVED BY PNP FOR THE SIX-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO A CLAIM FOR SUCH LIABILITY. THE FOREGOING EXCLUSIONS AND LIMITATIONS WILL APPLY TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, EVEN IF ANY REMEDY FAILS ITS ESSENTIAL PURPOSE.

5.2 Refusals of Payment

PNP will not be liable for charge-backs or other refusals of payment initiated by any Customer. All such charge-backs and other refusals of payment will be refunded by PNP to the Customer and Client will mark and otherwise treat the related Customer account as "unpaid."

5.3 Errors and Omissions

PNP will not be liable for any errors or omissions in data provided by Client or Customers. Client will be responsible for the accuracy of data provided to PNP for use in providing the Services.

5.4 Bank Actions

PNP will not be liable for any errors, omissions or delays attributable to the acts or omissions of any bank or other third party involved in the processing of any Payment Device payment.

SECTION 6 CARDHOLDER DATA SECURITY

To the extent applicable, each of the parties shall be required to comply at all times with the Payment Card Industry Data Security Standard Program ("PCI-DSS") in effect and as may be amended from time to time during the term of the Agreement. The current PCI-DSS specifications are available on the PCI Security Standards Council website which may be amended or modified at any time: https://www.pcisecuritystandards.org.

SECTION 7 EXCLUSIVITY

Client agrees that PNP will be the exclusive provider of electronic payment services and that Client may not procure similar such services from any other party.

SECTION 8 TERM AND TERMINATION

8.1 Term

The term of this Agreement will commence on the Effective Date and will end on the third (3rd) anniversary of the Effective Date (the "**Initial Term**"). Following the Initial Term, the agreement shall renew on a monthly basis unless one of the Parties notifies the other of an intent to terminate the agreement. Thirty (30) days' notice is required from the date of notification before termination can be completed.

Deleted: This Agreement will terminate at the end of the Term

8.2 In the Event of Breach; Effect on Affiliates

8.2.1 Subject to the opportunity to cure set forth below, either party may terminate this Agreement upon sixty (60) days written notice to the other party in the event of a material, uncured breach of any provision of this Agreement by the other party. Such notice by the complaining party shall expressly state all of the reasons for the claimed breach in sufficient detail so as to provide the alleged breaching party a meaningful opportunity to cure such alleged breach ("**Notice**").

8.2.2 Following receipt of Notice, the alleged breaching party shall have sixty (60) days to cure such alleged breach. Upon termination or expiration of this Agreement, Client shall have no rights to continue use of the Service or the Modules. Expiration or termination of the Agreement by Client or PNP shall also terminate the Affiliates' rights under the Agreement unless otherwise agreed by the parties in writing. PNP may terminate the Agreement solely with respect to an individual Affiliate without affecting the rights and obligations of Client and other Affiliates under the Agreement.

8.3 Modification to or Discontinuation of the Service

PNP reserves the right at any time and from time to time to modify, temporarily or permanently, the Service (or any part thereof). In addition, PNP will have the right to discontinue accepting any Payment Device by providing not less than ten (10) days' written notice to Client. In the event that PNP modifies the

Service in a manner which removes or disables a feature or functionality on which Client materially relies, PNP, at Client's request, shall use commercially reasonable efforts to substantially restore such functionality to Client. In the event that PNP is unable to substantially restore such functionality within sixty (60) days, Client shall have the right to terminate the Agreement. Client acknowledges that PNP reserves the right to discontinue offering the Service and any support at the conclusion of Client's then-current Term. Client agrees that PNP shall not be liable to Client nor to any third party for any modification of the Service as described in this Section.

SECTION 9 PAYMENT DEVICE TRANSACTION DEPOSITS

The exact amount of each approved Payment Device transaction will be electronically deposited into the Client bank account identified on the Client Application. PNP shall initiate such deposits as specified on the attached Client Application. PNP will provide Client's authorized employees with access to PNP's online transaction reports for reconciliation purposes.

SECTION 10 FORCE MAJEURE

PNP will not be responsible for its failure to perform under this Agreement due to causes beyond its reasonable control, including acts of God, wars, riots, revolutions, acts of civil or military authorities, terrorism, fires, floods, sabotage, nuclear incidents, earthquakes, storms, pandemics or epidemics. If the provision of Services under this Agreement is delayed by such an event or condition, PNP will promptly notify Client thereof. PNP will use commercially reasonable efforts to overcome any such cause for delay as soon as is reasonably practicable.

SECTION 11 GOVERNING LAW

This Agreement will be interpreted, construed and enforced in all respects in accordance with the laws of the State of Illinois without reference to its conflicts of law principles.

SECTION 12 NOTICES

All notices or other communications required or permitted by this Agreement must be in writing and will be deemed to have been duly given when delivered personally to the party for whom such notice was intended, or upon actual receipt if sent by facsimile or delivered by a nationally recognized overnight delivery service, or at the expiration of the third day after the date of deposit if deposited in the United States mail, postage pre-paid, certified or registered, return receipt requested, to the respective parties at:

If to Client: See Merchant Application

If to PNP: Point & Pay, LLC
110 State St. E, Suite D
Oldsmar, FL 34677

SECTION 13 MISCELLANEOUS

The headings of sections and subsections of this Agreement are for convenience of reference only and will not be construed to alter the meaning of any provision of this Agreement. PNP is an independent contractor and nothing in this Agreement will be deemed to create any agency, employee-employer relationship, partnership, franchise or joint venture between the parties. Except as otherwise specifically provided in this Agreement, neither party will have, or represent that it has the right, power or authority to bind, contract or commit the other party or to create any obligation on behalf of the other party. Each of the parties will have any and all rights and remedies available to them under all applicable laws. The remedies provided for in this Agreement will be deemed to be non-exclusive and in addition to any other available remedy at law or in equity. All rights and remedies are cumulative and may be exercised singularly or concurrently. Client may not assign or transfer any of its rights or delegate any of its obligations under this Agreement to any third party, by operation of law or otherwise, without the prior written consent of PNP. Any attempted assignment or transfer in violation of the foregoing will be void. This Agreement will be binding upon, and inure to the benefit of, the successors and permitted assigns of the parties. Client shall comply with all applicable laws, rules, treaties, and regulations in its performance of this Agreement, including, without limitation, the Rules and NACHA Rules. If any provision of this Agreement is held by a court of law to be illegal, invalid or unenforceable, the remaining provisions of this Agreement will not be affected and the illegal, invalid, or unenforceable provision will be deemed modified such that it the intention of the parties to the fullest extent possible. No amendment or modification of this Agreement will be effective unless it is in writing and executed by both of the parties. Nothing contained in this Agreement establishes, creates, or is intended to or will be construed to establish or create, any right in or obligation to any third party. This Agreement, the Exhibit(s) and the Client Application set forth the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes any and all prior or contemporaneous understandings and agreements, whether written or oral, between the parties with respect to such subject matter.

The parties have duly executed this Agreement as of the date of the last signature below (the "**Effective Date**").

Point & Pay, LLC

By: _____

Village of Poplar Grove, IL

By: _____

Name: _____

Title: _____

Date: _____

Name: _____

Title: _____

Date: _____

Exhibit A
Services Description

The following is a description of all Services and Modules offered by PNP. PNP shall provide the Services to Client and its Customers via the specific Modules and Payment Devices chosen by Client in the Client Application. Applicable fees, if any, for Client's elections are set forth on the Client Application. The Services include support and training outlined below at no additional charge to Client.

Service Modules

- **Counter Module.** The Counter Module allows Customers to make payments to Client in a face-to-face environment or over the phone using a Payment Device. PNP will issue unique confirmation numbers to Customers who have completed a payment transaction using the Counter Module. The Counter Module also enables Client's staff to access reports via the web. The Counter Module is required to access the PNP Services. The Counter Module may be used in conjunction with or independently of point-of-sale (POS) terminals.

- **Web Module.** The Web Module allows Customers to make payments to Clients online using a Payment Device via a secure website hosted by PNP. Customers who elect to make payments via the Internet can follow a link from the Client website to the Client-branded, PNP-hosted web pages to submit a payment. PNP will issue unique confirmation numbers to Customers who have completed a payment transaction using the Web Module. PNP shall create the Client-branded, PNP-hosted web pages at no additional charge. Client may elect bill presentment and account validation functionality for the one-time set-up fee set forth on the Client Application under "Data File Integration."

- **Interactive Voice Response (IVR) Module.** The IVR Module allows Customers to make payments to Clients over the phone using a Payment Device. The Customer calls a toll-free phone number provided and managed by PNP to access the Client branded IVR. The IVR system recognizes Customer instructions through making a payment; the phone keypad is used to enter Payment Device numbers. The IVR system is configured and tested by PNP. PNP will issue unique confirmation numbers to Customers who have completed a payment transaction using the IVR Module. Election of the IVR Module includes a Client-branded IVR environment and, if applicable, Client shall pay the one-time IVR set-up fee for the IVR Module set forth on the Client Application. In addition, Client may elect to have bill presentment and account validation functionality enabled through the IVR for the one-time set-up fee on the Client Application under "Data File Integration."

Customer Payment Devices
Each of the Modules can provide the Customer with the ability to pay by Credit Card, Debit Card and/or Electronic Check.

Training
PNP shall provide instruction manuals and up to four (4) hours of webinar training to Client and Client personnel in connection with the Modules chosen by Client.

Support
PNP shall provide services and technical support to Client via telephone during regular business hours. Support availability shall be exclusive of downtime due to scheduled maintenance or events out of PNP's control. Support for the Products may be modified, suspended or terminated in PNP's sole discretion upon prior written notice.

Exhibit B

Client Application

Powered by Experience.
Driven by Excellence.™

ADT Commercial

Proposal

Proposal prepared for:

POPLAR GROVE VILLAGE

Presented by:

Thomas McGrath
404-290-8413 | 10/6/2021

Sales Agreement ID: 891244874

ADT Commercial

Powered by Experience. Driven by Excellence.

What helps make us an industry leader is plain and simple–we strive to deliver an outstanding customer experience at all points of interaction.



Coverage across the US

We have a national footprint with 150 locations, 4,500+ employees, 300,000+ customer locations, and 4 monitoring and operations centers.

Product and service offerings

- Access Control
- Alarm Monitoring
- Analytics & Reporting
- ATM & ITM
- eSuite℠ Account Management
- Fire Alarm Systems
- Health & Nurse Call
- Hosted & Managed Services
- Integrated Solutions
- Intrusion Alarm Systems
- Network Deployment & Management
- Risk Management Consulting Services
- Security-Only Networks
- Sprinkler Systems *(in select markets)*
- Structured Cabling
- System Customization, Installation & Support
- Video Solutions

Integrated system design and implementation offerings

- Managed broadband and MPLS
- Design-build engineering
- Wireless network security
- Tier 2 and Tier 3 support 24/7
- Network security
- Program and project management
- Data storage systems
- Security consulting and design assistance
- Cloud backup and disaster recovery
- Security network design assistance, implementation and management
- Structured cabling

ADT Commercial

Powered by Experience.
Driven by Excellence.™

Wednesday, October 6, 2021

POPLAR GROVE VILLAGE
200 N HILL ST
POPLAR GROVE, IL 61065

Thank you for allowing us the opportunity to provide you with a proposal for your security system. I am pleased to propose a cost effective solution for your organization that will allow you to help mitigate your risks and reduce losses.

At ADT Commercial, we pride ourselves in providing our commercial customers with attentive service, proven security solutions, and the highest level of professional installation and monitoring.

I look forward to discussing this proposal with you. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Thomas McGrath
404-290-8413 / ThomasMcGrath@adt.com

Equipment and Investment Statement for: ADD ON CAMERA

Site Information: POPLAR GROVE VILLAGE, 200 N HILL ST, POPLAR GROVE, IL 61065

Scope of Work:

This is a preliminary proposal and will require the approval of both the customer and ADT/Protection One management.

ADT Commercial to provide an 8 Channel Surveillance System with 8 IP Cameras. The system with consist of an existing 8 Channel SPECO NVR, seven existing IP cameras and one new O4VB1M 2.8-12mm motorized lens.

The service includes training an extended service plan.

One 4mp H.265 Bullet camera with IR, 2.8-12mm motorized lens will be installed on outside wall of the southeast corner to view some of dog park area.

*Note, please see attached drawing for device placement.

ADT will perform the installation, conduct tests and inspections during normal business hours and days: 8AM to 5 PM Mon- Fri. using standard labor rates excluding Union and prevailing wage rates.

CUSTOMER understands any networking related issues including equipment and wire is the responsibility of the customer to resolve.

CUSTOMER understands should there be any delays in the installation due to network or wiring related issues, there may be additional labor cost(s).

CUSTOMER understands equipment changes or location changes due to CUSTOMER request, or if necessary, for the system to operate properly, will be considered a change order from the original scope of work and billed accordingly at the labor and material rates already in effect on this contract.

CUSTOMER understands ADT does not warranty/service equipment or issues resulting from “Acts Of God”.

CUSTOMER understands ADT will take no responsibility for network security and/or the security of the customer surveillance system on their network.

Notes for Install: Customer would like cameras set to record on motion; 10 fps @264; set to record on medium motion with all IP cameras.

Customer Contact: Mitch Hilden, 815-765-3201, mhilden@villageofpoplargrove.com

Sr. Commercial Consultant contact: Ted R. Fischer, 262-483-2461, tfischer@adt.com

Equipment List:

Quantity	Description
1	4MP H.265 IP Bullet Camera with IR, 2.8-12mm motorized Lens, Included Junction Box, White, NDAA
150	23/4PR CAT6+ CMR 1M RLBX WHT

Recurring Services:

Description	Amount
Service Plan	$6.43
Sub Total Monthly Charge:	$6.43

Summary of Charges for: ADD ON CAMERA	
Installation Price	**$1,428.95**
Total Installation Price*	**$1,428.95**
Total Monthly Recurring Services Charges*	**$6.43**
	*Plus applicable tax

Investment Summary (Non-Leased)

Total Non-Leased Proposal Option

Installation Price	**$1,428.95**
Total Installation Price*	**$1,428.95**
Total Monthly Recurring Services Charges*	**$6.43**

*Plus applicable tax



A new leader in commercial security, fire and life safety.

ADT Commercial has assembled top system integration talent to provide a holistic approach to the problems that you are facing now and must prepare for in the future. With a wide portfolio of offerings, we will deliver installation and service expertise for a fully customized commercial solution to meet the needs of your organization.

A simple security audit can determine if there are gaps in your current protection and help you manage those risks with a system designed to accommodate your specific needs.

OUR GUIDING PRINCIPLES

Customers are Our True North
Our reputation is based on how we serve our customers.

Our People are the Difference
We strive to be the best technically-trained team in the business.

Dedicated to Commercial
We are 100% focused on our commercial customers.

One Ideal Partner
We are the premier holistic solutions partner–a full-service national company with nimble local delivery teams.

800.799.1204
adt.com/commercial

4,500+ Employees

150 Locations

ADT Commercial

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ADDENDUM TO CONTRACT

THIS ADDENDUM TO CONTRACT ("Addendum") is dated this ___ day of October 2021, and is by and between the Village of Poplar Grove, an Illinois municipal corporation ("Village"), and ADT Commercial ("ADT") and is intended to amend the Contract dated _____, between the Village and ADT.

RECITALS:

WHEREAS, the Village and ADT entered into a Contract dated on _____, 2021 (the "Contract"); and

WHEREAS, the Village and ADT desire to make certain additions to the Contract; and

WHEREAS, such additions are set forth in this Addendum.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The above-recitals are incorporated herein and made a part hereof.

2. The Contract, including, but not limited to, its terms, conditions and scope of services, is incorporated herein and made a part hereof.

3. The following terms and conditions are made a part of the Contract:

   A. ADT will provide an additional security camera at the Village dog park as described in Village Resolution 21-___ and the exhibits attached thereto.

   B. ADT warrants that it has paid for in full and owns, free and clear of any liens/encumbrances or potential liens/encumbrances, all materials and supplies that are to be installed as a part of the work to be performed under the Contract.

   C. ADT agrees to comply with any and all applicable federal, state and local laws, ordinances and regulations, including, but not limited to, prevailing wage laws (820 ILCS 130).

   D. At all times during the performance of this Contract, ADT shall maintain commercial general liability insurance with limits of not less than $1 million each occurrence, $2 million general aggregate; and automobile liability insurance with limits of not less than $1 million per occurrence combined single limit or $1 million bodily injury per occurrence and $500,000 property damage; and workers' compensation equal to statutory limits required by state law. All insurance policies shall name the Village of Poplar Grove as an additional insured. Prior to commencement of any work under the Contract, ADT shall provide the Village with a Certificate of Insurance evidencing

compliance with this Paragraph. Each Certificate of Insurance shall provide that the insurer must give the Village at least thirty (30) days prior written notice of cancellation or termination of the Village's coverage thereunder.

E. To the fullest extent permitted by law, ADT shall pay, indemnify, defend and hold harmless the Village, its officers, representatives, elected and appointed officials, agents, and employees ("Indemnified Parties") from and against any and all claims, loss, expense, liability, damage or cost (including, without limitation, judgments, attorneys' fees and costs, court costs and the cost of appellate proceedings) which any of the Indemnified Parties incur because of injury to, or death of any person, or on account of damage to property, including the loss of use thereof, or any other claim arising out of, in connection with or as a consequence of the performance of, or the failure to perform, the remodeling work contemplated under the Contract by ADT, its agents, employees, subcontractors or anyone for whose acts ADT may be liable with respect to the work contemplated herein. Further, ADT agrees that it is solely responsible for compliance with all safety laws applicable to the work performed hereunder, including but not limited to the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1960 and all standards and regulations which have been or shall be promulgated by the agencies which administer the Acts. Under no circumstances shall ADT, its subcontractors, agents, and employees be required to indemnify the Indemnified Parties for the negligent acts of the Indemnified Parties.

F. ADT acknowledges that during the course of its performance of the work under this Contract, it may acquire or be exposed to information regarding the Village, including, but not limited to, information regarding the Village's employees, agents or officers, its business activities and operations, financial information, or other information of a confidential nature (hereinafter "Confidential Information"). ADT, on behalf of itself and its, principals, owners, members, shareholders, employees, subcontractors and/or agents, agrees to hold such Confidential Information in strict confidence and shall not reveal the same. ADT agrees that any breach or violation of this confidentiality provision would cause the Village irreparable injury for which it would have no adequate remedy at law and agrees that the Village may be entitled to obtain immediate injunctive relief prohibiting such breach or violation, in addition to any other rights and remedies available to it.

G. In the event of a breach of the Contract by either Party, the non-breaching party shall have any and all remedies available to it at law or in equity, including, but not limited to, the right to terminate the Contract. Such remedies shall be cumulative and not exclusive. The prevailing party in any action to enforce the provisions of this Contract shall be entitled to recover it costs, including reasonable attorneys' fees.

4. This Addendum shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

5. This Addendum may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument.

6. In case any provision of this Addendum shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall, to the extent permitted by law, not in any way be affected or impaired thereby.

7. To the extent that any provision of this Addendum conflicts with any term or condition set forth in the Contract, the provision of this Addendum shall supersede and control to the extent of such conflict. All other provisions of the Contract not in conflict with this Addendum shall remain in full force and effect.

8. Except as otherwise provided for herein, this Addendum may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such Addendum, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the Parties hereto.

9. This Addendum shall be governed by, and construed in accordance with, the laws of the State of Illinois.

IN WITNESS WHEREOF, the parties hereto have duly executed and delivered this Addendum as of the day and year first above written.

VILLAGE OF POPLAR GROVE	ADT Commercial
_____	_____
By: Don Sattler Village President	By:_____
ATTEST:	Its:_____
_____ Karri Anderberg Village Clerk	

RESOLUTION NUMBER: 2021-53

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE ADDITION OF A CAMERA TO VILLAGE HALL TO VIEW THE DOG PARK

WHEREAS, the Village of Poplar Grove ("Village") currently has seven IP cameras installed on Village Hall through ADT Commercial; and

WHEREAS, on Wednesday, October 6, 2021, ADT Commercial provided the Village with a proposal and drawing to install one additional 4mp H.265 Bullet camera with IR, 2.8-12mm motorized lens on the outside wall of the southeast corner of Village Hall to view the dog park; and

WHEREAS, the proposed installation cost of this additional lens is $1,428.95 and the total monthly recurring service charge of it is $6.43; and

WHEREAS, the Village has determined that it is in the best interest of its citizens to add this additional camera to the southeast corner.

NOW THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

2. The Village hereby accepts and approves the proposal and drawing of ADT Commercial attached hereto as Exhibit A and Exhibit B or ones in substantially similar form.

3. The Village President and Village Clerk are hereby authorized to execute and attest the addition.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED _____, 2021

_____
VILLAGE PRESIDENT

ATTEST:

_____
VILLAGE CLERK

EXHIBIT A: FIRST AMENDED AGREEMENT

Village of Poplar Grove Illinois

Add On Camera to view Dog Park

speco technologies®
Giving You More.

O4VB1M

2.8-12mm motorized lens, white housing

Features

- Captures up to 4MP @ 30fps
- H.265/H.264 compression supported
- Built-in standard PoE (IEEE 802.3af)
- True Day/Night operation (IR cut filter)
- IR range: Up to 167' (depending on scene reflection)
- Digital WDR
- Micro SD card slot up to 128GB (card not included)
- ONVIF Profile T Compliant
- Line crossing, object detection, region intrusion and video blurring detection
- IP67 Weather Resistance
- Junction box included (works with NPT/BSP specifications)
- 5 year warranty
- NDAA Compliant*



Camera Specifications	
Image Sensor	Progressive scan 1/2.7" CMOS, 4MP
Maximum Resolution	2560 x 1440 (4MP)
Field of View	94° ~ 35.7°(H), 62.2° ~ 20.5° (V), 101.7° ~ 40.6° (D)
Minimum Illumination	0.016 lux @ F1.4, AGC ON; 0 lux with IR
Image Settings	Region of interest, Saturation, Brightness, Chroma, Contrast, Wide Dynamic, Defog, Sharpen, Noise Reduction
Day/Night	Smart IR up to 167' (depending on scene reflection)
Compensation	Digital WDR, BLC, HLC
Electronic Shutter Speed	1/25 - 1/100000 sec.
DNR	3D DNR
Angle Adjustment	Pan 0°-360°, Tilt 0°-90°, Rotation 0°-360°

Video Specifications	
Main Resolution	2560x1440 / 2304x1296 / 1920x1080 @ 30fps
Sub stream Resolution	720p (1-15fps), D1, CIF (1-30fps)
Third Stream	720p (1-12fps), D1, CIF, 480x240 (1-30fps)
Compression	H.265, H.264
Bitrate Control	VBR, CBR (64Kbps ~ 5Mbps)
Multiple Streaming	3 streams

Network Specifications	
Protocols	UDP, IPv4, IPv6, DHCP, NTP, RTSP, PPPoE, DDNS, SMTP, 802.1x, UPnP, HTTP, HTTPS, QoS
DDNS support	Speco DDNS (free of charge)
Security	User ID & Password protection, IP/Mac address filtering, digest authentication
User Access	Max. 4 simultaneous users, Actual number of users may vary depending on bandwidth

Interfaces	
Ethernet	RJ45 Jack
Power	DC Jack
Microphone Input	No
Card Slot	MicroSD, up to 128GB (not included)
Alarm In/Out	No
Reset	Yes

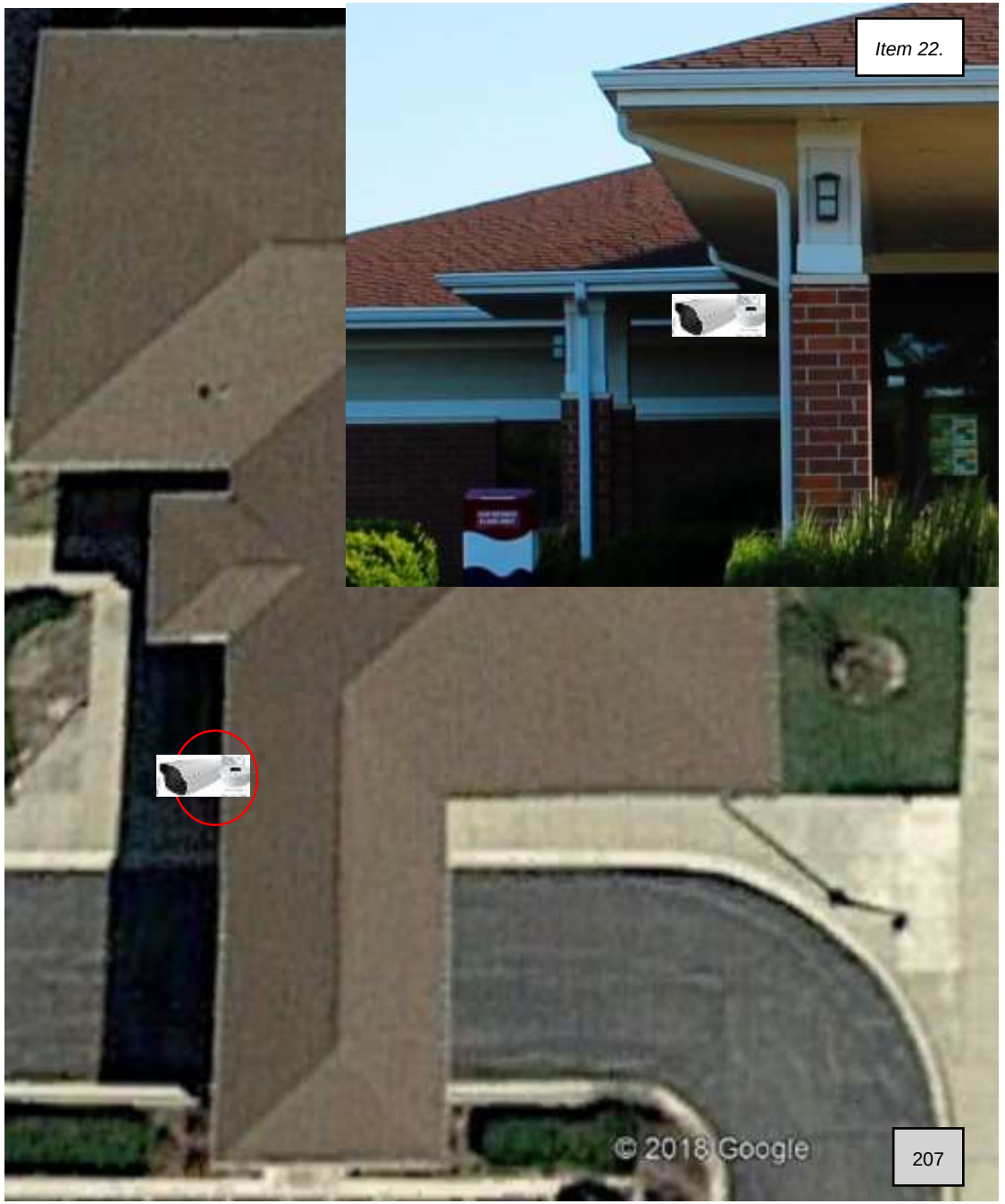
System Specifications	
PoE	Standard (IEEE 802.3af)
Analytics	Line crossing, object detection, region intrusion and video blurring detection
Alarm Triggers	Motion, Analytics, SD card error
Image Settings	Watermark, IP address filtering, video mask, password protection, Corridor mode

Client Specifications	
Web Browser Support	Windows (Internet Explorer 8 and up)
PC Application	SecureGuard® VMS, SecureGuard® CMS
Mobile	SecureGuard® Client, Speco Blue (iPhone® and Android™)
Other Platforms	Apple TV, Amazon Fire TV

Operating & Unit Specifications	
Power	PoE, 12VDC (power supply not included)
Power Consumption	< 9W
Operating Temperature	-40°F ~ 140°F
Operating Humidity	Less than 95 % (non-condensing)
Unit Dimensions	3.16" (W) x 3.16" (D) x 8.54" (H)
Unit Weight	1.43 lb.
Certifications	FCC, RoHS

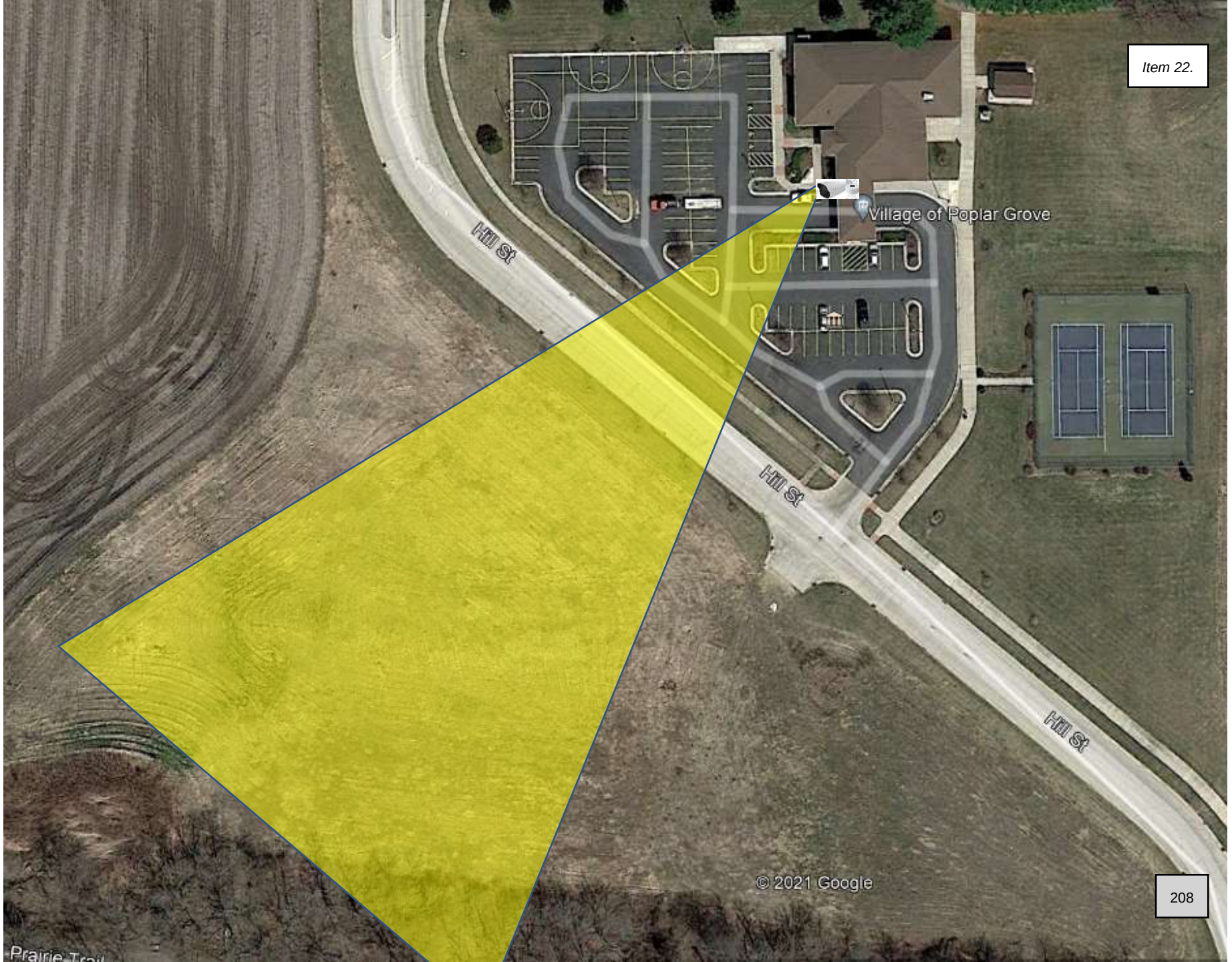
*Products are in compliance with NDAA Section 889 Part B Guidelines

NDAA COMPLIANT



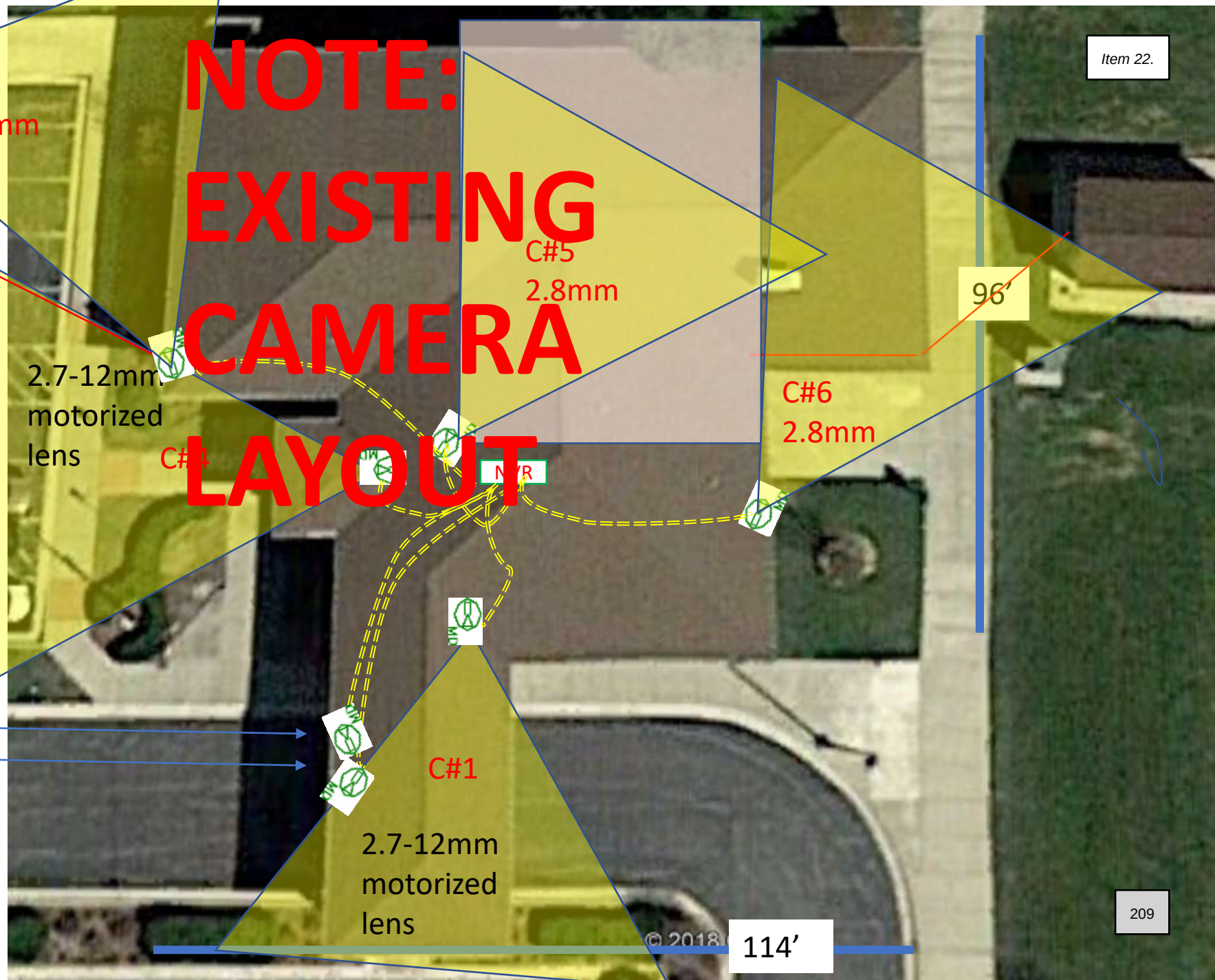
Add On Camera to View Dog Park

Camera will be mounted on outside of Building close to where camera #3 was mounted on inside of wall.



Poplar Grove
CCTV Layout
MAP FROM 2019 INSTALL

NOTE: EXISTING CAMERA LAYOUT



Camera #3 will be mounted in the south/east

Camera #2 will be mounted in the North/east corner of lobby .