



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, March 08, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from February 08, 2023 board 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

2. Attorney Report

NEW BUSINESS

3. Motion to discuss/approve check disbursement for payments scheduled to be paid prior to February 28, 2023, in the amount of \$142,327.02 in AP checks, \$14,461.77 in insurance expense checks, and \$8,944.84 EFTS for a total of \$165,733.63

4. Motion to discuss/approve **Resolution 2023-07** a resolution of the Village of Poplar Grove, Illinois approving purchase of a Bushhog RMB1600 Boom Mower and Rotary Mower Head

- [5.](#) Motion to discuss/approve **Ordinance 2023-03** an ordinance of the Village of Poplar Grove, Illinois authorizing the disposal of certain personal property owned by Village of Poplar Grove
- [6.](#) Motion to discuss/approve **Resolution 2023-08** a resolution of the Village of Poplar Grove, Illinois approving purchase of Kubota KX057 Excavator

GOOD OF THE VILLAGE

April 7, 2023 VILLAGE HALL CLOSED (GOOD FRIDAY)

April 12, 2023 Public Hearing on FY 2024 Budget -6:45 pm

April 12, 2023 Board of Trustee Meeting - 7:00 pm

April 19, 2023 Board of Trustee Meeting - 7:00 pm

ADJOURNMENT (Voice Vote)

KJA 03/06/203



VILLAGE OF POPLAR GROVE

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VILLAGE BOARD OF TRUSTEES

Wednesday, February 08, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting called to order by President Don Sattler at 7:01pm

ROLL CALL

PRESENT

President Donald Sattler
Finance Chairman Eric Miller
Admin Chairman Ron Quimby
Trustee Jeff Goings
Trustee Dan Cheek
Trustee Betsy Straw
Clerk Karri Anderberg
Treasurer Carina Boyd
Public Works Director David Howe

ABSENT

Trustee Ed Wethington

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from December 14, 2022 and January 11, 2023

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

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

no public comment

OLD BUSINESS

2. Motion to discuss personnel handbook
Board of Trustees went over the proposed changes that staff put forward. Treasurer Boyd and Attorney's office will update the handbook and bring back the changes for final approval

NEW BUSINESS

3. Motion to discuss/approve **Resolution 2023-04** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Pyrotecnico Fireworks, Inc. for fireworks display services
Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
Clerk Anderberg stated that the fall zone in the contract was wrong. It should be 300 feet. Pyrotecnico sent an updated contract.
4. Motion to discuss/approve **Ordinance 2023-02** an ordinance of the Village of Poplar Grove amending Section 2-2-4 of the Village of Poplar Grove Code of Ordinances regarding Liquor License Classifications, Fees Number Issued (increasing the number of Class C licenses issued)
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
5. Motion to discuss setting FY 24 Budget Workshop Schedule
Motion made by Finance Chairman Miller, Seconded by Trustee Goings.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
Treasurer Boyd asked that the village trustees set a date for the FY2024 Budget.
The meeting is set for March 2, 2023 at 6pm
6. Motion to discuss Village Attorney expenses, fees, and hourly billing to date for the Poplar Grove Electoral Board Hearings and projected billing, fees, and expenses going forward.
Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
President Sattler expressed his issues with fees in regards to electoral board hearings

GOOD OF THE VILLAGE

Board of Trustees - February 15, 2023 7:00 pm

Board of Trustees - March 8, 2023 7:00 pm

Board of Trustees - March 15, 2023 - 7:00 pm

ADJOURNMENT (Voice Vote)

KJA 02/06/2023

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

Meeting adjourned at 8:32pm

RESOLUTION NUMBER: 2023 - 07

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
APPROVING PURCHASE OF A BUSHHOG RMB1660 BOOM MOWER AND
ROTARY MOWER HEAD**

WHEREAS, the Village of Poplar Grove (“Village”) is in need of a boom mower and rotary mower head to provide public works services to the community; and

WHEREAS, the Village desires to purchase a Bushhog RMB1660 Boom Mower and rotary mower head from Peabody’s North (“Peabody’s”) in accordance with the Sales Quotation attached hereto as Exhibit A and incorporated herein; and

WHEREAS, Section 1-10-4 of the Village of Poplar Grove Code of Ordinances states: PURCHASES BETWEEN \$2,501.00—State limit. Purchases of materials, equipment, services or supplies between \$2,501.00 and the state limit are made by obtaining three written quotes where practical and the approvals of the Village Treasurer and Village President. Physical records regarding dates, contacts and quotes received shall be retained in the Department's files along with utilization of purchase order forms and by a two-thirds (2/3) vote of the corporate authorities, the Village hereby waives the public bid requirement for purchases exceeding \$20,001.00; and

WHEREAS, the waiver is necessary in order to purchase the Bushhog RMB1660 Boom Mower and rotary mower head which is a piece of equipment not readily available from other sources in a timely manner from Peabody’s at a cost of \$34,700.00; and

WHEREAS, the Village finds that it is in the best interest of the Village and its citizens to approve the Sales Quotation from Peabody’s attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED by the Village President and 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 approves the expenditure to Peabody’s North in the amount of \$34,700.00 for the purchase of a Bushhog RMB1660 Boom Mower and rotary mower head as set forth in the Sales Quotation attached hereto as Exhibit A.

PASSED UPON MOTION BY: _____

SECONDED BY: _____

BY ROLL CALL VOTE THIS _____, _____, 2023

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER: _____

APPROVED: _____, 2023

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A – SALES QUOTATION FROM PEABODY’S NORTH

ORDINANCE NO. 2023-03

**AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
AUTHORIZING THE DISPOSAL OF CERTAIN PERSONAL PROPERTY OWNED BY
THE VILLAGE OF POPLAR GROVE**

WHEREAS, the Village of Poplar Grove (“Village”) owns certain items of personal property namely a Kubota KX033 (the “Property”); and

WHEREAS, the Property was used by the Village but is no longer necessary or useful to, or for the best interest of the Village; and

WHEREAS, 65 ILCS 5/11-76-4, authorizes the Village to dispose of personal property owned by the Village; and

WHEREAS, it is the opinion of the Village Board of Trustees that the Property is no longer, necessary, or useful to, or in the best interest of the Village to retain the Property; and

WHEREAS, the District desires to authorize the disposal of the Property on iBid public auction.

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

1. The above recitals are incorporated herein and made a part hereof.
2. As authorized by 65 ILCS 5/11-76-4, the Village President and Board of Trustees find that the Property is no longer necessary or useful to the Village and the best interest of the Village will be served by the disposal of the Property. The Village Public Works Director, or his designee, is hereby authorized and directed to sell the Property at a public auction on iBid.
3. The Village President is hereby authorized to execute any documents necessary to effectuate the disposal contemplated herein and the Village Clerk to attest the same.
4. Except as amended in this Ordinance, all other provisions and terms of Village’s Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.
5. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS DAY OF , 2023

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2023

ATTEST:

VILLAGE CLERK

PRESIDENT

-- Standard Features --

-- Custom Options --



K Series KX057-5R3AP
*** EQUIPMENT IN STANDARD MACHINE ***

FEATURES

7" LCD Color Display
Auto Idler
Rubber Track Models
A/C ROPS/OPG Cab
Kubota 3 Hydraulic Pump Load Sensing System
1 Gear, 2 Variable
Displacement Pumps
All Controls Hydraulic Pilot Controls
Two Operating Pattern Selection System
Accumulator
Digital Control Panel
Attachment Flow Presets, Service Alerts
Standard Front Dozer Blade w/ Float
360 Degree Full Rotation
70 Degree Left, 55 Degree Right Boom Swing
19.8 gpm Adjustable Auxiliary Hydraulics Port 1
Auxiliary Hydraulics Diverter Valve
Thumb Bracket and Relief Valves
Five Second Quick Preheat System
Key Switch Stop System
Half Pitch Rubber Tracks
Self Bleed Fuel System
Auto-Downshift Two Speed Travel System
Swivel Negative Brake
Travel Negative Brake
Third Line

DIMENSIONS AND OPERATING WEIGHT
KX057-5R3AP, Rubber Tracks, ROPS/OPG (Top Guard, Level I) Cab,
Angle Dozer Blade, Dipper Arm, Counterweight, SP2
Overall Length 18' 1.3"
Overall Width 6' 5.2"
Overall Height 8' 4.4"
Operating Weight 13,051 lbs.*
Ground Clearance 12' 0.2"

*Includes operator's weight, 165 lbs.

ENGINE

V2607 Kubota CR E5 Tier 4 Diesel Engine
4 Cylinder, 4 Cycle
46.4 Net HP @ 2200 rpm (SAE J1349)

OPERATIONAL

DIMENSIONS

Max Digging Depth 12' 9"
Max Digging Radius @ Ground Level 20' 1"
Max Vertical Digging Depth 5' 4"
Max Dumping Height 13' 8.6"

DOZER BLADE

DIMENSIONS

Width 77.2"
Height 16.1"
Lift Above Ground 17.3"
Drop Below Ground 15.9"

PERFORMANCE

Digging Force @ Bucket 10,172 lbs.
Digging Force @ Dipper Arm 5,463 lbs.
Travel Speed (Low) 1.7 mph
Travel Speed (High) 3.0 mph
Climbing Ability 36% / 20°
Lift Capacity 3,410 lbs.
Over Front
Blade Grounded
4.0 Ft. Load Point Height
12.0 Ft. Load Radius

STANDARD WARRANTY

Basic Warranty - 24 Months / 2000 Hours
Rubber Track Warranty - 12 Months / 1000 Hours

KX057-5R3AP Base Price: \$92,971.00

(1) 48" QUICK ATTACH GRADING BUCKET \$2,400.00
K7924A-48" QUICK ATTACH GRADING BUCKET

(1) HYDRUALIC THUMB \$3,294.00
K7937B-HYDRUALIC THUMB

(1) BKT Q.A. COUPLER FOR U55/KX057-4 \$1,335.00
K7915-BKT Q.A. COUPLER FOR U55/KX057-4

(1) 24" QA TRENCHING BUCKET WITHOUT \$1,797.00
TEETH
K7919AC-24" QA TRENCHING BUCKET WITHOUT TEETH

Suggested List Price w/ Options: \$101,797.00

Available Manufacturer Rebates:

Cash Customer Instant Rebate Up To: (\$2,700.00)

Municipal Price \$70,872

Trade in Excavator \$35,000

Price after Trade \$35,872

Quote by Brett Larson
Bobcat of Rockford
5925 Wheeler Rd
Cherry Valley IL 61016
815-332-8300
blars1115@gmail.com

Not Included: *Taxes, shipping & handling, surcharges, assembly charges, destination, freight and/or delivery charges.

This MSRP configuration program is for informational purposes only. Price on this sales quote is an estimate and is subject to being increased. Final pricing and applicable programs will be established at delivery. In all instances, the user of this program must consult with an authorized Kubota Dealer for complete purchase, warranty and safety information. Special pricing and promotions may be available on certain models. See your Kubota Dealer for details and individual Dealer product pricing. All prices are shown in U.S. Dollars. Quotes are for products sold in the United States only.

RESOLUTION NUMBER: 2023- 08**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
APPROVING PURCHASE OF A KUBOTA KX057 EXCAVATOR**

WHEREAS, the Village of Poplar Grove (“Village”) is in need of an excavator to provide public works services to the community; and

WHEREAS, the Village desires to purchase a Kubota KX057 Excavator from Bobcat of Rockford (“Bobcat”) in accordance with the Quotation attached hereto as Exhibit A and incorporated herein; and

WHEREAS, Section 1-10-4 of the Village of Poplar Grove Code of Ordinances states: PURCHASES BETWEEN \$2,501.00—State limit. Purchases of materials, equipment, services or supplies between \$2,501.00 and the state limit are made by obtaining three written quotes where practical and the approvals of the Village Treasurer and Village President. Physical records regarding dates, contacts and quotes received shall be retained in the Department's files along with utilization of purchase order forms and by a two-thirds (2/3) vote of the corporate authorities, the Village hereby waives the public bid requirement for purchases exceeding \$20,001.00; and

WHEREAS, the waiver is necessary in order to purchase the Kubota KX057 Excavator from Bobcat at a cost of \$70,872.00 which is the lowest price of three quotations obtained by the Village; and

WHEREAS, the Village finds that it is in the best interest of the Village and its citizens to approve the Quotation from Bobcat attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED by the Village President and 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 approves the expenditure to Bobcat of Rockford in the amount of \$70,872.00 for the purchase of a Kubota KX057 Excavator as set forth in the Sales Quotation attached hereto as Exhibit A.

PASSED UPON MOTION BY: _____

SECONDED BY: _____

BY ROLL CALL VOTE THIS _____, _____, 2023

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER: _____

APPROVED: _____, 2023

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A – QUOTATION FROM BOBCAT OF ROCKFORD