VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

FINANCE & PUBLIC WORKS COMMITTEE

Monday, June 08, 2020 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

Or immediately following Admin and Zoning Committee

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve the Finance Committee minutes from March 9, 2020

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.*

Notice is hereby given that a regular meeting of the Finance and Public Works Committee of the Whole of the Village of Poplar Grove will be held on Monday, June 8, 2020, at 6:30 pm in Council Chambers at 200 North Hill Street, Poplar Grove, Illinois. Notice is further given that a physical quorum may not be present, but a quorum will be reached by some or all Trustees attending via teleconferencing. For public viewing and public comments, please refer to the text box at the end of the agenda.

Public Comments may be submitted: - Until 4:15 pm before the meeting begins via email at clerk@villageofpoplargrove.com or by dropping a letter in the Water & Sewer drop box located next to the front door at Village Hall. These Public Comments will be read at the meeting.

DEPARTMENT REPORTS

2. Engineering- McMahon
3. Public Works - Mitch Hilden
4. Treasurer - Carina Boyd
5. Waste Water - Test

NEW BUSINESS

6. Discussion and possible recommendation to the Village Board to approve the check disbursement in the amount of $126029.39
7. Discussion and possible recommendation to the Village Board to approve the contract with Municode in the amount of $4,050 per year for Website design, hosting and support.
8. Discussion and possible recommendation to the Village Board to approve the revised service agreement with Four Season Amusements.
9. Discussion and possible recommendation to the Village board to approve the revised agreement with Zoos Are Us, Inc.
10. Discussion and possible recommendation to the Village Board to approve the revised service agreeement with Melrose Pyrotechnics, Inc
11. Discussion and possible recommendation to the Village Board to approve reinstatement of all water and sewer late fees and disconnections

ADJOURNMENT (Voice Vote)

Topic: Finance and Zoning Poplar Grove
Time: Jun 8, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/95474734769?pwd=a1JCc0Y1Zk1OR1NLV1VYRVFqdVBKUT09

Meeting ID: 954 7473 4769
Password: 703755
One tap mobile
+13126266799,,95474734769#,,1#,703755# US (Chicago)
+16465588656,,95474734769#,,1#,703755# US (New York)

Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
Meeting ID: 954 7473 4769
Password: 703755
Find your local number: https://zoom.us/u/abmGSzGrCu

KJA 06/05/2020

VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

FINANCE & PUBLIC WORKS COMMITTEE

Monday, March 09, 2020 - 6:45 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER
Meeting was called to order by Village President Owen Costanza at 7:09 pm

ROLL CALL
ROLL CALL
PRESENT
President Owen Costanza
Admin Chairman Ron Quimby
Chairman Eric Miller
Trustee Jeff Goings
Trustee Erin Walsh
Trustee Sophia Ramdass
Trustee Ed Wethington
Clerk Karri Anderberg
Attorney Roxanne Sosnowski
Public Works Director Mitch Hilden
Treasurer Carina Boyd
Waste Water Director Ion Steer
Engineer Chris Dopkins

APPROVAL OF PHONE PARTICIPATION (Roll Call)
No phone participation

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

APPROVAL OF MINUTES (Voice Vote)
1. Motion to approve minutes from February 10, 2020 finance meeting

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

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington to amend item 12 in the 4 line striking the word attorneys and inserting the villages attorneys were asked their opinions on the legal of the ordinance and not the opinions of the policy decision. 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.*

DEPARTMENT REPORTS

2. Treasurer Report, Carina Boyd
   no questions for Carina
3. Public Works Report, Mitch Hilden
   no questions for Mitch
4. Engineer Report, McMahon
   When putting together the FY2021 MFT bid packet for the resurfacing project, came in $50,000 over budget due to sidewalk and curb repairs.
   bowing trail resurfacing will be moved to alternate bid.
   Bids will be on March 17th
5. Wastewater Report, Test
   no questions for Ion

NEW BUSINESS

6. Motion to approve check disbursement in the amount of $149,650.25.
   Motion made by Finance Chairman Miller, Seconded by Chairman Quimby. Motion passed by voice vote.

7. Discussion on FY 20-21 budget
   Motion made by Finance Chairman Miller, Seconded by Chairman Quimby. Motion passed by voice vote.
   Budget will be available on the website and at village hall. It was be in the paper 10 days before the public hearing on April 15.
8. Motion to approve **Resolution 20-08** A Resolution of the Village of Poplar Grove to authorize Public Bid Letting for the West Grove Park improvements

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

9. Motion to approve **Resolution 20-09** a resolution to the Village of Poplar Grove, Illinois to authorize an emergency repair of sewer lateral and appurtenances thereto at 105 W. Grove Street and 235. N State Street by Stenstrom Excavating
Motion made by Finance Chairman Miller, Seconded by Trustee Wethington. Motion passed by voice vote.
Morts Mart and Morts Bar had a emergency sewer repair. The Village repair was around $5,000 and Morts was around $6,000

ADJOURNMENT (Voice Vote)

KJA 03/09/2020
Motion made by Chairman Quimby, Seconded by Trustee Ramdass. Motion passed by voice vote.
meeting adjourned at 7:30 pm.

McMAHON
ENGINEERS ARCHITECTS

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

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

Re: **Engineering Report – May 2020 Activity**

Date: **June 3, 2020**

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

- **2020 Pavement Maintenance Program:** Construction is underway. We are pleased to report that things have gone well to date. We did find that a couple of inlets on Edson are in need of tuckpointing and/or repair and obviously that work will be completed prior to paving. A few inlets in Prairie Green were also worse than expected.
- **IL 173 Water Main:** I am very pleased to advise that the Contractor plans to begin work on June 8th, weather permitting. We expect work to be wrapped up by the end of the month. Unfortunately, the farmer did plant the field, so there will be a very minor amount of crop damage (0.15 acres). We have agreed to review the crop damage with the farmer in the fall once the field has been harvested, and a claim will be processed using the yield data from the field.
- **Grant Opportunities:** As was reported last month, there have been grant opportunities announced through the Governor's office. These are termed "Rebuild Illinois" grants. There are specific requirements for the funds and we have been in close contact with President Costanza regarding the applicability of the funds to Village needs. The grant opportunities to date have been geared towards "shovel ready" projects meaning that all of the engineering, permits, easements, etc. must be in hand and the project must be ready to go to letting. Further, the grant opportunities are also focusing on project w/ economic opportunities. The Village does not have projects that fit the shovel ready definition, and would not be competitive when scored by economic impact. We will certainly continue to monitor the opportunities available.
- **Washington/Main Improvements:** As you know, the primary funding source for the project is Road and Bridge funds which are transferred to the Village from the Townships. There are four (4) payments made by the Townships each year, the first two occur in May and June. After much discussion w/ Staff, we think it best to wait to bid the project in July in order to (1) verify that the payments arrive from the Townships; and (2) determine if there will be enough funding available for the project.
- **Prairie Green Storm Sewer/Paving of Knolls Driveway:** We are pleased to report that the work has been completed.
- **Regrade Drainage Easement in Rear Yard – Park Street:** As you will recall, the Village awarded a small contract to Foss Landscapes for re-grading work within a drainage easement in the rear yards of Park Street in Sherman Oaks. There were only a few weeks last year where it was dry enough to complete the work. Foss Landscapes is ready to proceed once the site is dry enough to complete the work.

McMAHON ASSOCIATES, INC. | 1700 HUTCHINS ROAD MACHESNEY PARK, ILLINOIS 61115
PH 815.636.9590 FAX 815.636.9591 MCMAHON@MCMGRP.NET WWW.MCMGRP.COM

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

May 2020 Public Works Report

General:

Covid19 continues to create obstacles throughout public works, but staff has done a great job following procedures and remaining as efficient as possible. With phase 3 now in place, we are going about day to day operations in a more "normal" manner, while still following protocols put in place. We currently are stocked on PPE, hand sanitizer, and disinfectants to allow for a clean working environment at all times. I continue to monitor guidelines and recommendations from our attorney's office.

Our MFT projects for the year are underway. Curb, inlet, sidewalk, and resurfacing work are being done on Edson and inlet work is being done throughout Prairie Green.

An amended version of our fireworks contract with Melrose Pyrotechnics is on the board agenda. The cost to expand the show was an additional $2500.

I am still working with Troyer Group on their fiber optic project for North Boone School District. We have sent them our amendments to their proposed route and are waiting to hear how they want to proceed. Staff got depths on all sewer mains and water service laterals to help with their proposed route.

Our ordinances regarding water and sewer were completely reviewed and updated by myself, Carina, our Village Attorney and our Village Engineer. The ordinance was passed at May's Board meeting.

Our 2012 Ford F250 needed front end work done at Manley Motors. You will find the invoice in this month's finance packet.

IBID is currently not up and running due to COVID, but when it gets back online, I will put our 2007 plow truck up for auction. The disposal was voted on at May's board meeting.

Streets/Storm Sewer:

Street Sweeping took place throughout the month.

Village staff undertook a significant drainage project in the easement behind 487 Prairie Knoll. The original outlet pipe was buried higher than the upstream outlet structure and left water in the residence backyard at all times. The outlet pipe was lowered by 8" and the drainage ditch was reshaped and restored.

Staff excavated drainage behind Oak St and along Main St by the apartments to improve water flow.

William Charles has completed their work for Midwest Bank in Olson Woods. We are contributing $2500 to the project to install chimney seals on all the manholes that they adjusted. This will ensure they are gas and water tight.

Stenstrom has completed their contracted drainage work and driveway paving in Prairie Green subdivision and the Knolls of Boone.

Potholes were patched on multiple occasions.

The Boone County Highway Department has restriped all of our rural roads, State St, and Hill St for us.

Parks/Buildings:

The Village will be receiving a $200,000 DCEO grant for assistance with our new public works shop. There will be more information to come on shop proposals.

Mowing is in full swing on all Village owned parks and properties. The first roadside ditch mowing for 2020 has been done and retention ponds are currently being attended too.

Sod was removed and staff mulched around playground equipment and benches in Sherman Park.

Broadleaf pesticide application was done at Village Hall and all Village owned parks.

I am still working with an eagle scout to complete the dog park in 2020. There will be more information and discussion in the coming months on this project.

Staff reshaped and added ag lime to the walking paths in the Arboretum

Water/Sewer distribution:

Test has begun pressing sludge at the SWWTP and with that we are going to try a new process by using one of our dump trucks to directly load into. Staff prepped the truck for this process and will haul for TEST.

Staff excavated and shut off a leaking water service in Breakaway Trail subdivision. Three residences were put into a boil order.

There was a water service leak in Olson Woods that was fixed by the bank as they still own the development. Staff shut down main valves as part of the process, but no boil order was needed.

The watermain replacement project on 173 will begin the week of June 8th.

Locates were done as required by law and are coming in daily. We also marked and called in our locates for multiple projects that we are working on.

Staff filled in and repaired multiple sinkholes this month. Most of them were related to inlet structures or poor backfilling.

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

Other work performed by staff:
- 0 non-payment door notices due to COVID-19
- 2 water turn ons
- 0 water turn offs
- 1 meter installs (multiple meters installed by developers)
- 4 MXU replacements/installs
- 1 bbox adjustments/repairs
- 11 final reads
- 2 consumption/water quality/pressure complaint apts

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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MAY 2020 TREASURER'S REPORT

Monthly Reports:

Attached you will find May's financial reports.

Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in May.
- Invoices scheduled to be paid in the month of June: $136,031.64 in in AP checks, $12,527.98 in Insurance Expense checks, and $7,853.15 in EFTS.
- With the Fiscal Year ending on 04/30/2020, we are in full mode working on year end entries. The auditors are scheduled to do field work at the end of June.
- Financial Statements are not available until year end work is completed.

Upcoming Activities

- We will be working on year end activities through June

Carina

Village of Poplar Grove
Monthly Utility Bill Report
2018-2020

Month	Year	Utility Bills Mailed	Utility Bills Emailed	Total UB Sent out to owner/renters	Late Notices Mailed	Late Notices Emailed	Door Notices	Shut Offs	Payment Plans
Average for	**2018**	**1450**	**79**	**1529**	**195**	**17**	**26**	**1**	**13**
January	2019	1445	89	1534	229	23	34	0	14
February	2019	1449	93	1542	220	21	22	1	7
March	2019	1445	92	1537	210	26	60	2	4
April	2019	1448	96	1544	174	19	33	4	13
May	2019	1440	96	1536	181	20	56	1	10
June	2019	1442	94	1536	193	11	30	3	14
July	2019	1440	94	1534	197	22	47	2	10
August	2019	1443	97	1540	167	22	50	2	9
September	2019	1447	95	1542	228	26	47	4	8
October	2019	1448	99	1547	190	18	43	1	11
November	**2019**	**1459**	**93**	**1552**	**163**	**18**	**69**	**2**	**17**
December	2019	1439	107	1546	185	26	52	0	5
Average for	**2019**	**1445**	**95**	**1541**	**195**	**21**	**45**	**2**	**10**
January	2020	1435	110	1545	172	20	37	1	8
February	2020	1439	100	1539	154	18	46	SCH. FOR 3/5	9
March	2020	1442	99	1541	COVID-19	DID NOT DO	ANY LATE FEES	OR SHUT OFFS	12
April	2020	1444	98	1542	COVID-19	DID NOT DO	ANY LATE FEES	OR SHUT OFFS	10
May	2020	1444	103	1547	COVID-19	DID NOT DO	ANY LATE FEES	OR SHUT OFFS	5
June	2020	1446	104	1550					
July	2020								
August	2020								
September	2020								
October	2020								
November	2020								
December	2020								
Average for	**2020**	**1442**	**102**	**1544**	**163**	**19**	**42**	**1**	**9**
Average for 2018-2020		***1443***	***99***	***1542***	***179***	***19***	***39***	***1***	***10***

Updated on: 06/03/2020
Completed by: Yvonne Catalani

Check Date	Bank	Check	App	Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT						
05/07/2020	OPER	25858	AP	0006	ADT PROTECTION 1	163.49
05/07/2020	OPER	25859	AP	0294	BOONE COUNTY JOURNAL	80.00
05/07/2020	OPER	25860	AP	0078	CARD SERVICE CENTER	200.00
05/07/2020	OPER	25861	AP	0078	CARD SERVICE CENTER	45.38
05/07/2020	OPER	25862	AP	0078	CARD SERVICE CENTER	149.90
05/07/2020	OPER	25863	AP	0078	CARD SERVICE CENTER	77.54
05/07/2020	OPER	25864	AP	0079	CITY OF BELVIDERE	580.00
05/07/2020	OPER	25865	AP	0278	COMED	18,329.97
05/07/2020	OPER	25866	AP	0484	EASTERN ILLINOIS UNIVERSITY	80.00
05/07/2020	OPER	25867	AP	0097	FOX VALLEY INTERNET, INC.	54.90
05/07/2020	OPER	25868	AP	0096	FRONTIER	792.37
05/07/2020	OPER	25869	AP	0324	GOVERNMENT FINANCE OFFICERS ASSOC.	170.00
05/07/2020	OPER	25870	AP	0107	GROWTH DIMENSIONS	5,000.00
05/07/2020	OPER	25871	AP	0110	HEARTLAND BANK & TRUST COMPANY	19,113.75
05/07/2020	OPER	25872	AP	0467	ILLINOIS COUNTIES RISK MGMT TRUST	1,003.50
05/07/2020	OPER	25873	AP	0467	ILLINOIS COUNTIES RISK MGMT TRUST	1,003.50
05/07/2020	OPER	25874	AP	0122	INTERNATIONAL INSTITUTE OF CLERKS	305.00
05/07/2020	OPER	25875	AP	0163	MEDIACOM	680.35
05/07/2020	OPER	25876	AP	0329	MR. GOODWATER	22.44
05/07/2020	OPER	25877	AP	0186	NICOR GAS	2,101.17
05/07/2020	OPER	25878	AP	0211	PITNEY BOWES INC.	673.15
05/07/2020	OPER	25879	AP	0261	U.S. CELLULAR	178.18
05/07/2020	OPER	25880	AP	0429	WEX BANK - MARATHON FLEET CARD	764.26
05/07/2020	OPER	25881	AP	0268	WILLIAM CHARLES CONSTRUCTION, LLC	663.39
05/07/2020	OPER	25882	AP	MISC	TRAVIS HENDRIX	134.00
05/08/2020	OPER	EFT345(E)	PR	IRS	INTERNAL REVENUE SERVICE	3,007.86
05/08/2020	OPER	EFT346(E)	PR	STATE OF IL	STATE OF ILLINOIS	606.87
05/08/2020	OPER	25854	PR	BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	11,569.89
05/08/2020	OPER	25855	PR	DENTAL/VISION	HUMANA INSURANCE COMPANY	846.09
05/08/2020	OPER	25856	PR	NCPERS	NCPERS	112.00
05/08/2020	OPER	Various	PR		PAYROLL	10,845.30
05/20/2020	OPER	25883	AP	0002	A.A. ANDERSON, INC	1,055.32
05/20/2020	OPER	25884	AP	0380	ABBOTT RUBBER COMPANY, INC.	149.40
05/20/2020	OPER	25885	AP	0371	ABBY PEST ELIMINATION LLC	465.00
05/20/2020	OPER	25886	AP	0338	AMAZON.COM	269.51
05/20/2020	OPER	25887	AP	0459	ARNESON OIL COMPANY	417.28
05/20/2020	OPER	25888	AP	0048	B & K CONCRETE	3,956.00
05/20/2020	OPER	25889	AP	0356	B&F CONSTRUCTION CODE SERVICE, INC.	5,299.80
05/20/2020	OPER	25890	AP	0054	BOONE COUNTY TREASURER	4,537.02
05/20/2020	OPER	25891	AP	0098	CINTAS CORPORATION #355	147.39
05/20/2020	OPER	25892	AP	0385	COMPASS MINERALS	9,613.71
05/20/2020	OPER	25893	AP	0109	HAWKINS, INC.	2,787.73
05/20/2020	OPER	25894	AP	0473	HERITAGE ENGINEERING, LTD.	500.00
05/20/2020	OPER	25895	AP	0072	JOE COOLING & SONS, INC.	175.00
05/20/2020	OPER	25896	AP	0151	LINCOLN RENT-ALL & LAWN EQUIP SALES	248.06
05/20/2020	OPER	25897	AP	0159	MCMAHON ASSOCIATES, INC.	6,547.96
05/20/2020	OPER	25898	AP	0165	MENARDS	18.58
05/20/2020	OPER	25899	AP	0418	MICHAEL S. DRELLA	150.00
05/20/2020	OPER	25900	AP	0318	O'REILLY AUTO PARTS	51.06
05/20/2020	OPER	25901	AP	0219	QUILL CORPORATION	536.80
05/20/2020	OPER	25902	AP	0506	R.P. LUMBER COMPANY, INC.	414.80
05/20/2020	OPER	25903	AP	0521	RGB JANITORIAL	225.33

Check Date	Bank	Check	App	Vendor	Vendor Name	Amount	
Bank OPER COMMINGLED OPERATING ACCOUNT							
05/20/2020	OPER	25904	AP	0231	ROCKFORD REGISTER STAR	257.17	
05/20/2020	OPER	25905	AP	0319	SOSNOWSKI SZETO, LLP	6,312.43	
05/20/2020	OPER	25906	AP	0355	TEST INC.	166.50	
05/20/2020	OPER	25907	AP	0443	TREE CARE ENTERPRISES, INC.	20,961.50	
05/20/2020	OPER	25908	AP	0259	TWIN TOWERS INC.	405.00	
05/20/2020	OPER	24(E)	AP	0491	BB COMMUNITY LEASING SERVICES INC.	909.34	
05/20/2020	OPER	25(E)	AP	0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11	
05/20/2020	OPER	26(E)	AP	0491	BB COMMUNITY LEASING SERVICES INC.	4,691.70	
05/21/2020	OPER	25909	AP	0338	AMAZON.COM	121.83	
05/21/2020	OPER	25910	AP	0510	ARCHIVE SOCIAL	2,388.00	
05/21/2020	OPER	25911	AP	0277	BS&A SOFTWARE	5,147.00	
05/21/2020	OPER	25912	AP	0347	CORE & MAIN LP	105.60	
05/21/2020	OPER	25913	AP	0467	ILLINOIS COUNTIES RISK MGMT TRUST	28,769.00	
05/21/2020	OPER	25914	AP	0489	P.C. TECH 2 U	1,570.00	
05/21/2020	OPER	25915	AP	0211	PITNEY BOWES INC.	1,400.73	
05/21/2020	OPER	25916	AP	0219	QUILL CORPORATION	69.99	
05/21/2020	OPER	25917	AP	0355	TEST INC.	16,741.16	
05/21/2020	OPER	25918	AP	MISC	TODD FITCHIE	52.00	V
05/22/2020	OPER	25921	AP	MISC	TOP A1 CONTRACTING LLC	52.00	
05/22/2020	OPER	25919	PR	UNION DUES	I.U.O.E. LOCAL 150	302.34	
05/22/2020	OPER	Various	PR		PAYROLL	10,189.07	
05/22/2020	OPER	EFT347(E)	PR	IRS	INTERNAL REVENUE SERVICE	2,994.39	
05/22/2020	OPER	EFT348(E)	PR	STATE OF IL	STATE OF ILLINOIS	603.29	
05/22/2020	OPER	EFT349(E)	PR	IMRF	IMRF	2,837.61	

Total of 93 Checks:	226,219.76
Less 1 Void Checks:	52.00
Total of 92 Disbursements:	226,167.76

June 4, 2020

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

Client: Village of Poplar Grove
Attn: Owen Costanza, 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 three locations

Enclosed you will find the daily inspection and monitoring reports for each water plant, the distribution system testing record.

Outlined below is the flow at each wastewater plant and the actions taken during the past month in Poplar Grove to improve the facilities equipment.

Wastewater flow information:

South Wastewater Plant Discharge Totals (April 2020)

Influent:	Total:	8.82	MG	**Effluent:**	Total:	9.09	MG
	Ave:	0.294	MGD		Ave:	0.303	MGD

North Wastewater Plant Discharge Totals (April 2020)

Influent:	Total:	18.30	MG	**Effluent:**	Total:	14.40	MG
	Ave:	0.61	MGD		Ave:	0.48	MGD

Improvements Completed May 2020

Lift Stations:
We had an issue at Ray street lift station, the floats were tangled with in one another and not allowing the wet well pump all the way down. We pulled all the floats cleaned them and re-hung. Because of this we did the same at all the rest of the lift stations.

With the wet weather we have had, we have been watching the collection point lift station close and it is handing the flows good. The money we spent to seal up the manholes and risers did really help.

- All pumps manually tested.
- Dry wells have been inspected.
- Changed block heater at Woodstock rd. Lift station.
- Inspected wet well areas & floats and cleaned as needed.
- All routine checks and tests performed for the month.
- Tested all alarm functions on lift stations to insure there working as they should.
- Test ran all generators under load to insure they will work when needed.

North WWTP:
- Replaced belts on the blowers.
- Replaced 2 pressure tanks for well at the plant. The well contractor wanted $3300. We were able

to get a pressure tank for Menards and use one we had to end up with more water capacity and only spend around $400. The tanks look different but still function the same. Rather than having 2 52-gallon tanks we have 1 86-gallon and 1 44-gallon. So, we now have 130 gallons of capacity rather than 104 so it will in turn not make the pump start as often, making the life of the pump longer.

- All process control testing has been don't to insure the ideal operation of the plant.
- Cleaned spray nozzles on inlet screen.
- Excised/ cleaned all emergency eye and body wash stations.
- Cleaned rags and build up out of inlet screen.
- Cleaned sand filter.
- Decanted digesters.
- Exercised portable generators.
- All Required IEPA testing was completed for the month.

South WWTP:
We started to press. We had a issue with the chemical pump for the polymer. Tried to get parts but couldn't. We ended up putting a spare pump for the wells to pump the polymer. We pressed 3, 5-yard dump truck loads. We are also using 1 drying bed how it was traditionally designed. We liquid apply the sludge. Because we are managing our sludge so well in the future, we might be able to dry sludge this way in the future, or until the plant get somewhat close to capacity. The benefit of drying sludge the "old fashion way" is that it takes no chemical to dry, or electricity to pump or run the press. It is much pretty free.

- Changed Fixed the stairs to go up to the SBR tanks, Mounts were broke.
- Cleaned scum out of sand filter channels.
- All process control has been done to ensure the plant is running optimum.
- Transferred sludge to Digester #3 from Digester 1 and 2 to thicken.
- Decanted all 3 digesters.
- All Required IEPA testing was completed for the month.

Water System:

- We took a walk out to well 7 building, and tower, to check on building. Reported to Mitch condition of the building.
- Changed a CL2 connector that was cracked at well 4.
- Changed Chemical line that split at well 4.
- Clean all dust and cobwebs from well houses.
- Tested and cleaned all emergency eye and body wash stations.
- All water plant numbers and chemicals were checked daily and adjusted if necessary.
- Hawkins came and filled up all of our chemicals.
- All required IEPA testing was completed during the past month.
- All normal checks and cleaning were done at the well house and towers, garbage emptied, thermostats checked for working order.

All operations and plant inspections have been performed by me or under my direct supervision. 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

VILLAGE OF POPLAR GROVE - WEST **IL0070350**
FOR THE MONTH OF April 2020 **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
30-Mar	8:00	302492	122	6748.71	0	118.00	3.0	0.12	110	9.00	1.03	365.00	3.30	MS
1	9:05	302614	37	6751.35	0.81	115.00	1.0	0.80	101	1.00	1.10	361.70	0.70	JS
2	8:50	302651	65	6752.16	1.44	114.00	1.0	0.46	100	4.00	1.18	361.00	1.60	JS
3	9:30	302716	64	6753.6	1.4	113.00	1.0	0.46	96	4.00	1.14	359.40	1.60	MS
4	8:33	302780	67	6755.00	1.41	112.00	1.0	0.58	92	2.00	0.92	357.80	1.50	JS
5	8:00	302847	56	6756.41	1.27	111.00	0.0	0.64	90	5.00	0.33	356.30	1.40	MS
6	8:52	302903	64	6757.68	1.43	111.00	2.0	0.71	85 /124	1.00	1.06	354.90	2.30	JS
7	8:44	302967	59	6759.11	1.23	109.00	1.0	0.46	123	1.00	0.86	352.60	1.90	JS
8	8:39	303026	66	6760.34	1.52	108 /160	0.5	0.48	122	4.00	0.95	350.7 /425.1	1.80	JS
9	8:56	303092	58	6761.86	1.27	159.50	1.0	0.96	118	3.00	1.19	424.30	1.30	JS
10	9:04	303150	58	6763.13	1.26	158.00	1.0	0.09	115	1.00	0.31	423.00	1.50	JS
11	8:40	303208	60	6764.39	1.34	157.00	0.0	0.85	114	4.00	0.88	421.50	2.00	JS
12	8:00	303268	59	6765.73	1.31	157.00	1.0	0.90	110	2.00	0.87	419.50	1.20	MS
13	8:20	303327	65	6767.04	1.37	156.00	3.0	0.88	108	5.00	0.40	418.30	1.30	MS
14	8:42	303392	67	6768.41	1.48	153.00	0.0	1.18	103	3.00	0.91	417.00	1.90	JS
15	8:39	303459	65	6769.89	1.46	153.00	0.0	1.03	100	2.00	1.01	415.10	1.60	JS
16	8:36	303524	88	6771.35	2	153.00	2.0	1.02	98	2.00	0.91	413.50	2.70	JS
17	8:38	303612	84	6773.35	1.79	151.00	1.0	0.89	96	4.00	0.89	410.80	2.20	JS
18	8:41	303696	100	6775.14	2.26	150.00	2.0	0.78	92	4.00	0.98	408.60	2.70	JS
19	8:00	303796	95	6777.40	2.06	148.00	1.0	0.90	88	5.00	0.86	405.90	2.40	MS
20	9:21	303891	63	6779.46	1.48	147.00	0.0	0.85	83	2.00	1.40	403.50	1.60	JS
21	8:57	303954	88	6780.94	1.25	147.00	0.0	0.82	81 / 120	0.00	0.89	401.90	2.30	JS
22	8:32	304042	86	6782.19	2.5	147.00	-2.0	0.63	120	3.00	0.88	399.60	2.80	JS
23	8:29	304128	84	6784.69	2.15	149.00	-2.0	0.22	117	1.00	0.88	396.80	2.00	JS
24	8:38	304212	82	6786.84	1.51	151.00	1.0	0.52	116	3.00	0.95	394.80	2.20	JS
25	8:00	304294	112	6788.35	2.5	150.00	1.0	0.66	113	5.00	0.84	392.60	2.60	JS
26	8:00	304406	92	6790.85	5.1	149.00	0.0	0.28	108	3.00	0.83	390.00	2.30	JS
27	8:53	304498	74	6795.95	-1.44	149.00	0.5	0.54	105	3.00	1.02	387.70	2.30	JS
28	8:46	304572	77	6794.51	1.77	148.50	1.0	0.60	102	4.00	1.14	385.40	2.40	JS
29	8:28	304649	83	6796.28	1.78	147.50	5.5	0.43	98	5.00	1.03	383.00	1.50	JS
30	00:00	304732	-304732	6798.06	-6798.06	142.00	142.0	0.37	93	93.00	0.88	381.50	381.50	JS
			0		0								0.00	
TOT			-302492					20.11			28.52			
AVE			-9758					0.65			0.92			
MAX			122					1.18			1.40			
MIN			-304732					0.09			0.31			

SIGNATURE: Jon Stear
PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - SOUTH
FOR THE MONTH OF APRIL 2020
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

IL0070300
MONTHLY OPERATING REPORT

		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-Mar	10:00	488542	65	2603.9	0.9	4756.10	0.4	119.00	0.5	0.73	102	3.00	0.92	363.60	2.00	MS
1	10:15	488607	64	2604.8	1.1	4756.50	0	118.50	0.5	0.78	99	3.00	1.14	361.60	2.00	JS
2	10:02	488671	65	2605.9	1	4756.50	0	118.00	1.0	0.70	96	6.00	0.93	359.60	2.40	JS
3	9:00	488736	64	2606.9	1	4756.50	0	117.00	0.5	0.92	90	2.00	0.97	357.20	1.60	MS
4	9:04	488800	66	2607.9	1	4756.50	0	116.50	0.5	0.77	88	6.00	0.79	355.60	0.00	JS
5	10:00	488866	84	2608.9	0	4756.50	0	116.00	1.0	1.24	82	4.00	1.09	353.00	2.80	MS
6	9:40	488950	74	2610.2	1.1	4756.50	0	115.00	1.0	0.63	78 / 120	4.00	1.10	350.20	2.60	JS
7	9:57	489024	71	2611.3	1.1	4756.50	0	114.00	1.0	0.91	116	5.00	1.48	347.60	6.80	JS
8	9:17	489095	59	2612.4	0	4756.50	0	113 / 160	1.0	0.82	111	5.00	1.30	345.4 /462	2.50	JS
9	10:06	489164	70	2613.5	1.1	4756.50	0	159.00	1.0	0.83	106	4.00	0.86	459.80	2.40	JS
10	10:11	489234	67	2614.6	1.1	4756.50	0	158.00	0.0	0.74	102	4.00	1.49	457.40	2.40	JS
11	9:10	489301	87	2615.7	0	4756.50	0	158.00	1.0	0.84	98	6.00	0.93	455.00	2.50	JS
12	10:00	489388	79	2617.0	0	4756.50	0	157.00	1.0	0.88	92	7.00	1.40	452.20	2.20	MS
13	9:14	489467	62	2618.2	1	4756.50	0	156.00	1.0	0.54	85	4.00	0.94	450.00	2.40	JS
14	9:57	489529	69	2619.2	1.1	4756.50	0	155.00	1.0	0.86	81	4.00	0.95	447.60	2.20	JS
15	9:46	489598	68	2620.3	1.1	4756.50	0	154.00	2.0	0.46	77	4.00	2.03	445.40	2.40	JS
16	9:30	489670	68	2621.4	1	4756.50	0	152.00	0.0	0.89	73 /120	3.00	1.03	443.00	2.20	JS
17	9:49	489738	68	2622.4	1.1	4756.50	0	152.00	0.0	0.80	117	6.00	0.59	440.80	2.40	JS
18	9:09	489806	69	2623.5	1.1	4756.50	0	152.00	1.0	0.90	111	3.00	0.84	438.40	2.40	JS
19	9:30	489875	85	2624.6	1.3	4756.50	0	151.00	1.0	2.04	108	7.00	1.40	436.00	3.20	MS
20	8:29	489960	68	2625.9	1	4756.50	0	150.00	1.0	0.88	101	5.00	1.04	433.20	2.20	JS
21	10:04	490028	73	2626.9	0	4756.50	0	149.00	1.0	0.65	96	4.00	1.21	431.00	2.80	JS
22	9:27	490101	65	2628.1	1	4756.50	0	148.00	0.0	0.86	92	5.00	0.47	428.20	2.00	JS
23	9:23	490169	86	2629.1	1.4	4756.50	0	148.00	2.0	0.86	87	5.00	2.00	426.20	3.00	JS
24	9:41	490255	76	2630.5	1.2	4756.50	0	146.00	1.0	0.83	82	5.00	0.59	423.20	2.40	JS
25	8;54	490331	66	2631.7	1	4756.50	0	145.00	0.0	0.87	77/120	2.00	0.88	420.50	2.40	JS
26	10:00	490397	91	2632.7	1.4	4756.50	0	145.00	1.0	2.31	118	7.00	1.26	418.40	3.20	JS
27	9:45	490488	86	2634.1	1.4	4756.50	0	144.00	1.5	0.28	111	6.00	0.45	415.20	2.60	JS
28	9:40	490574	62	2635.5	0.9	4756.50	0	142.50	0.5	0.85	105	4.00	0.97	412.60	2.00	JS
29	9:20	490636	86	2636.4	1.4	4756.50	0	142.00	1.0	0.85	101	6.00	0.70	410.60	3.00	JS
30	00:00	490772		2637.8		4756.50		141.00	141.0	1.40	95	95.00	0.99	407.60	0.00	JS
TOT			2163				0			27.92			32.74			
AVE			72				0			0.90			1.06			
MAX			91				0			2.31			2.03			
MIN			59				0			0.28			0.45			

SIGNATURE: Jon Stear
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VILLAGE OF POPLAR GROVE - NORTH
FOR THE MONTH OF April 2020
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

IL0070150
MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 2		Hour Meter Well 3		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-Mar	8:00	222752400.0	199536.4	10061.7	0.1	22656.70	-91.50	90.00	2.0	1.20	94	9.00	0.48	31.00	1.0	MS
1	8:14	222951936.4	117529.4	10061.8	0	22565.20	5.10	88.00	2.0	1.23	85	7.00	0.83	30.00	0.5	JS
2	8:21	223069465.8	125288.2	10061.8	0	22570.30	5.60	86.00	1.0	1.19	78 /120	6.00	0.90	29.50	0.5	JS
3	10:00	223194754.0	76946.9	10061.8	0	22575.90	3.30	85.00	2.0	0.72	114	4.00	0.82	29.00	0.0	MS
4	7:55	223271700.9	144681.1	10061.8	0	22579.20	4.50	83.00	2.0	1.35	110	8.00	1.00	29.00	1.0	JS
5	10:40	223416382.0	111553.2	10061.8	0	22583.70	6.90	81.00	1.0	1.49	102	4.00	1.25	28.00	0.0	MS
6	8:34	223527935.2	108475.5	10061.8	0	22590.60	4.80	80.00	1.5	1.33	98	6.00	0.72	28.00	0.5	JS
7	8:15	223636410.7	108395.1	10061.8	0	22595.40	4.80	78.50	2.5	1.32	92	6.00	0.91	27.50	0.5	JS
8	8:21	223744805.8	109539.9	10061.8	0	22600.20	4.80	76 /160	1.0	0.07	86	5.00	0.95	27 / 50	0.0	JS
9	8:28	223854345.7	107173.2	10061.8	0	22605.00	4.70	159.00	2.0	0.75	81	6.00	0.92	50.00	0.0	JS
10	8:23	223961518.9	110082.6	10061.8	0	22609.70	4.90	157.00	3.0	1.98	75 / 120	4.00	1.61	50.00	0.3	JS
11	8:04	224071601.5	157731.5	10061.8	0	22614.60	5.70	154.00	1.0	1.98	116	6.00	1.19	49.75	0.8	JS
12	8:00	224229333.0	82942.5	10061.8	0	22671.60	3.60	153.00	1.0	2.07	110	6.00	0.55	49.00	0.0	MS
13	8:10	224312275.5	121356.8	10061.8	0	22625.20	5.40	152.00	2.0	1.87	104	8.00	1.20	49.00	1.0	MS
14	8:15	224433632.3	108082.7	10061.8	0	22630.60	4.80	150.00	2.0	1.91	96	5.00	0.81	48.00	0.5	JS
15	8:16	224541715.0	92770.3	10061.8	0	22635.40	4.10	148.00	1.0	1.68	91	5.00	0.89	47.50	0.5	JS
16	8:15	224634485.3	118268.5	10061.8	0	22639.50	5.20	147.00	2.0	1.56	86	6.00	1.20	47.00	0.0	JS
17	8:11	224752753.8	121456.6	10061.8	0	22644.70	5.40	145.00	1.0	1.34	80	4.00	0.78	47.00	1.0	JS
18	8:21	224874210.4	123425.6	10061.8	0	22650.10	5.50	144.00	2.0	1.38	74 / 120	8.00	1.15	46.00	0.0	JS
19	8:00	224997636.0	125829.8	10061.8	0	22655.60	5.60	142.00	2.0	1.44	116	8.00	1.42	46.00	1.0	MS
20	9:50	225123465.8	77373	10061.8	0	22661.20	3.40	140.00	1.0	1.70	108	4.00	1.32	45.00	0.0	JS
21	8:29	225200838.8	117716.7	10061.8	0	22664.60	5.20	139.00	1.0	1.46	104	6.00	0.90	45.00	0.5	JS
22	8:16	225318555.5	123190	10061.8	0	22669.80	5.40	138.00	1.0	1.26	98	6.00	1.10	44.50	0.5	JS
23	8:13	225441745.5	81395.7	10061.8	0	22675.20	3.60	137.00	2.0	1.46	92	4.00	0.99	44.00	0.3	JS
24	8:14	225523141.2	113712.2	10061.8	0	22678.80	5.10	135.00	2.0	1.36	88	6.00	0.89	43.75	0.8	JS
25	7:55	225636853.4	125618.6	10061.8	0	22683.90	5.50	133.00	0.0	0.28	82	6.00	1.15	43.00	0.0	JS
26	8:00	225762472.0	129432.1	10061.8	0	22689.40	5.80	133.00	0.0	0.13	76	8.00	0.62	43.00	1.0	JS
27	8:19	225891904.1	128036.9	10061.8	0	22695.20	5.60	133.00	2.0	0.09	68 /120	5.00	1.32	42.00	0.5	JS
28	8:21	226019941.0	83883.7	10061.8	0	22700.80	3.80	131.00	1.0	2.00	115	5.00	1.18	41.50	0.3	JS
29	8:14	226103824.7	109933.5	10061.8	0	22704.60	4.80	130.00	1.0	1.20	110	6.00	1.09	41.25	1.0	JS
30	8:24	226213758.2		10061.8		22709.40		129.00		0.48	104		0.79	40.25		JS
TOT			3461358				51			39.28			30.93			
AVE			115379				2			1.27			1.00			
MAX			199536				7			2.07			1.61			
MIN			76947				-92			0.07			0.48			

SIGNATURE: Jon Stear
PHONE: 815-224-16[illegible]

VILLAGE OF POPLAR GROVE **DAILY DISTRIBUTION MONITORING REPORT**
FOR THE MONTH OF April 2020
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	Village	0.57		1.17	Marathon	0.12		1.08	Tower	0.34		1.14	JS			0.71	0.69	0.85
2	Tower	1.19		0.9	Tower	0.45		1.2	Tower	0.49		1.21	JS			0.82	0.62	0.85
3	Tower	0.72		0.92	Tower	0.27		1.62	Tower	0.38		1.23	MS			0.88	0.58	0.90
4																0.71	0.65	0.84
5																0.77	0.99	1.60
6	Tower	1.33		0.72	Tower	0.5		0.93	Tower	0.47		1.12	JS			0.75	0.72	0.94
7	Tower	1.32		0.91	Tower	0.33		0.63	Tower	0.42		0.2	JS			0.81	0.75	0.78
8	Tower	0.07		0.95	Tower	0.38		1.04	Tower	0.44		1.41	JS			0.66	0.66	0.86
9	Tower	0.75		0.92	Tower	0.42		0.89	Tower	0.44		1.26	JS			0.82	0.78	0.88
10	Tower	1.98		0.16	Tower	0.38		0.89	Tower	0.51		1.26	JS			0.93	0.39	0.88
11																0.69	0.63	0.24
12																0.71	0.62	0.75
13	Tower	1.87		0.81	Tower	0.73		0.89	Tower	0.57		1.08	JS			0.63	0.54	0.72
14	Tower	1.91		0.81	Tower	0.99		0.90	Tower	0.56		1.26	JS			0.56	0.66	0.91
15	Tower	1.68		0.89	Tower	0.94		1.13	Tower	0.56		1.2	JS			0.96	0.68	0.74
16	Tower	1.56		1.2	Tower	0.75		0.95	Tower	0.47		1.22	JS			0.65	0.66	0.78
17	Tower	1.34		0.78	Tower	0.82		0.98	Tower	0.62		1.05	JS			0.67	0.66	0.89
18																0.54	0.69	0.26
19																1.50	0.62	0.62
20	Tower	1.7		1.32	Tower	0.6		1.02	Tower	0.66		1.4	JS			0.80	0.82	0.88
21	Tower	1.46		0.8	Tower	0.71		0.94	Tower	0.52		1.42	JS			0.59	0.58	0.77
22	Tower	1.26		1.1	Tower	0.54		0.81	Tower	0.55		1.34	JS			0.64	0.55	0.74
23	Tower	1.46		0.99	Tower	0.33		0.93	Tower	0.57		1.39	JS			0.43	0.68	0.71
24	Tower	1.36		0.89	Tower	0.52		0.94	Tower	0.45		1.23	JS			1.00	0.63	0.73
25																0.81	0.63	0.32
26																0.53	0.79	2.30
27	Tower	0.09		1.32	Tower	0.36		0.82	Tower	0.52		1.47	JS			1.20	0.73	0.98
28	Tower	2.00		1.18	Tower	0.43		0.91	Tower	0.62		1.44	JS			0.85	0.62	0.78
29	Tower	1.21		1.09	Tower	0.43		0.97	Tower	0.61		1.64	JS			0.49	0.57	0.78
30	Tower	0.48		0.79	Tower	0.34		1.01	Tower	0.59		1.43	JS			0.52	0.63	0.86

Signature: Jon Stear
PHONE: 815-224-1650

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 04/01/20 to 04/30/20	**DMR Due Date:**	05/25/20	**Status:**	**NetDMR Validated**

Considerations for Form Completion

BOW ID: W0070150007

Principal Executive Officer

First Name:	Ion	**Title:**	Cert Operator	**Telephone:**	
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						<	34.0					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						=	53.5					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	=	0.61	=	0.912	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:	2020-05-22 12:13 (Time Zone. -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2020-06-02 09:04 (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 04/01/20 to 04/30/20	DMR Due Date:	05/25/20	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:	Certified Operator	Telephone:	
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
00300	**Oxygen, dissolved [DO]**	1 - Effluent Gross	0	--	Sample								=	8.7	=	8.71	19 - mg/L		02/DA - 2 Days Every Week	GR - GRAB
					Permit Req.								>=	6.25 MN WK AV	>=	5.0 DAILY MN	19 - mg/L	0	02/DA - 2 Days Every Week	GR - GRAB
					Value NODI															
00400	**pH**	1 - Effluent Gross	0	--	Sample						=	7.14			=	7.45	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	=	22.52	=	38.0	26 - lb/d			=	5.625	=	9.0	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	=	0.697	=	3.75	26 - lb/d			=	0.174	=	0.936	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	=	0.48	=	0.754	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															
80082	**BOD, carbonaceous [5 day, 20 C]**	1 - Effluent Gross	0	--	Sample	<	12.0	<	12.0	26 - lb/d			<	3.0	<	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:	2020-05-22 12:21 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR

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 04/01/20 to 04/30/20	**DMR Due Date:**	05/25/20	**Status:**	**NetDMR Validated**

Considerations for Form Completion

BOW ID: W0070150006

Principal Executive Officer

First Name:	Ion	**Title:**	Certified Operator	**Telephone:**	815-224-1650
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	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	**BOD, 5-day, 20 deg. C**	G - Raw Sewage Influent	0	--	Sample						=	53.0			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						=	127.0			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						=	2.57	=	8.23	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	=	0.294	=	0.518	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:	2020-05-22 12:25 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2020-06-02 09:04 (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 04/01/20 to 04/30/20	DMR Due Date:	05/25/20	Status:	NetDMR Validated

Considerations for Form Completion

BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.

Principal Executive Officer

First Name:	Ion	Title:	Certified Operator	Telephone:	
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
X 00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample								=	6.03	=	6.14	19 - mg/L		03/DW - 3 Days Every Week	GR - GRAB
					Permit Req.								>=	6.25 MN WK AV	>=	5.0 DAILY MN	19 - mg/L	1	03/DW - 3 Days Every Week	GR - GRAB
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample						=	6.88			=	7.88	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	=	14.58	=	37.9	26 - lb/d			=	5.77	=	15.0	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								=	11.7	=	11.7	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															
X 00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample	=	6.19	=	24.99	26 - lb/d			=	2.45	=	9.89	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					Permit Req.	<=	31.0 MO AVG	<=	98.0 DAILY MX	26 - lb/d			<=	1.5 MO AVG	<=	4.7 DAILY MX	19 - mg/L	2	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
X 00610	Nitrogen, ammonia total [as N]	6 - Other Treatment, Process Complete	0	--	Sample			=	19.79	26 - lb/d					=	7.83	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	1	03/DW - 3 Days Every Week	CP - COMPOS
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample	=	1.175			26 - lb/d			=	0.465			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	=	0.303	=	0.687	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															
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	Sample	<	8.26	=	33.36	26 - lb/d			<	3.23	=	4.0	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
					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

Parameter Code	Parameter Name	Monitoring Location	Field	Type	Description	Acknowledge
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	Quality or Concentration Sample Value 2	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct. (Error Code: 1)	Yes
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	Quality or Concentration Sample Value 3	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct. (Error Code: 1)	Yes

00300	Oxygen, dissolved [DO]	1 - Effluent Gross	Quality or Concentration Sample Value 2	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct. (Error Code: 1)	Yes
00610	Nitrogen, ammonia total [as N]	8 - Other Treatment, Process Complete	Quality or Concentration Sample Value 3	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct. (Error Code: 1)	Yes

Comments

We had a DO sensor fail. It sent low DO, high NH3N water to the EQ tank. We have fixed the issue and have been with in permit limits since. This did happen over the course of 3 weeks. 1 week being in March. The other 2 weeks being in April. All the issue have been fixed and we have been well with permit limits.

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2020-06-02 09:04 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2020-06-02 09:04 (Time Zone: -05:00)

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	A.A. ANDERSON, INC	Invoice: 01-16518 Ref#: 16921(FINISH MOWER HYDRAULIC CYLINDER)		
AP Trx #: 10122		FINISH MOWER HYDRAULIC CYLINDER	01-53-4227	321.52	
		Vnd: 0002 Invoice: 01-16518	01-00-2200		321.52
		Expected Check Run: 06/05/2020		321.52	321.52
06/05/2020	AP	A.A. ANDERSON, INC	Invoice: 01-17375 Ref#: 16922(WASHERS FOR FINISH MOWER DECK)		
AP Trx #: 10123		WASHERS FOR FINISH MOWER DECK	01-53-4227	20.93	
		Vnd: 0002 Invoice: 01-17375	01-00-2200		20.93
		Expected Check Run: 06/05/2020		20.93	20.93
06/05/2020	AP	ADOBE SYSTEMS INCORPORATED	Invoice: 4085366000 Ref#: 16893(CLERK-ADOBE ACROPRO RENEWAL)		
AP Trx #: 10124		CLERK-ADOBE ACROPRO RENEWAL	01-57-4214	191.12	
		Vnd: 0423 Invoice: 4085366000	01-00-2200		191.12
		Expected Check Run: 06/05/2020		191.12	191.12
06/05/2020	AP	ADT PROTECTION 1	Invoice: 134527923 Ref#: 16886(FIRE & SECURITY SERVICE 6/26-7/25/20)		
AP Trx #: 10125		FIRE & SECURITY SERVICE 6/26-7/25/20	01-50-4206	163.49	
		Vnd: 0006 Invoice: 134527923	01-00-2200		163.49
		Expected Check Run: 06/05/2020		163.49	163.49
06/05/2020	AP	AMAZON.COM	Invoice: 113-6473735-0103418 Ref#: 16887(MARKING PAINT X30, MECAHNIX GL		
AP Trx #: 10126		WHITE MARKING PAINT X10	01-53-4302	59.80	
		BLUE MARKING PAINT X10	31-70-4302	59.80	
		GREEN MARKING PAINT X10	31-75-4302	59.80	
		4 PAIR OF MECHANIX GLOVES	01-53-4302	98.39	
		Vnd: 0338 Invoice: 113-6473735-0103418	01-00-2200		158.19
		Vnd: 0338 Invoice: 113-6473735-0103418	31-00-2200		119.60
		Expected Check Run: 06/05/2020		277.79	277.79
06/05/2020	AP	ARTUROS MEXICAN RESTRAUNT	Invoice: 05212020 Ref#: 16898(NATIONAL PUBLIC WORKS DAY LUNCH)		
AP Trx #: 10127		NATIONAL PUBLIC WORKS DAY LUNCH	01-53-4205	50.85	
		Vnd: MISC Invoice: 05212020	01-00-2200		50.85
		Expected Check Run: 06/05/2020		50.85	50.85

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	BLAIN'S FARM & FLEET	Invoice: 12798905 Ref#: 16894(ROLLER MAINTENANCE; CARB/CHOKE,CARB/CLEA)		
AP Trx #: 10128		ROLLER MAINT.-CARB/CHOKE&CLEANER,SWITCH	01-53-4227	42.51	
		Vnd: 0361 Invoice: 12798905	01-00-2200		42.51
		Expected Check Run: 06/05/2020		42.51	42.51
06/05/2020	AP	CITY OF BELVIDERE	Invoice: 05-2020 Ref#: 16888(PLANNING & ZONING SERVICES MAY 2020)		
AP Trx #: 10129		PLANNING & ZONING SERVICES MAY 2020	01-50-4237	60.00	
		Vnd: 0079 Invoice: 05-2020	01-00-2200		60.00
		Expected Check Run: 06/05/2020		60.00	60.00
06/05/2020	AP	COMED	Invoice: 0150062061MAY2020 Ref#: 16899(#0150062061 MULTI-VPG ACCTS 3/25		
AP Trx #: 10130		0582051009 4194 DAWSON LK L/S	31-75-4204	224.12	
		0099144153 502 WACO WAY L/S	31-75-4204	39.97	
		0699087057 12305 RT 76 L/S	31-75-4204	605.96	
		0798466001 105 BULLARD ST L/S	31-75-4204	141.00	
		2151017026 13505 HARVEST WAY L/S	31-75-4204	29.49	
		4659084049 203 BEAVER DR L/S	31-75-4204	98.97	
		2143026020 5500 WHITING RD L/S	31-75-4204	69.24	
		3399123028 1000 WACO WAY C/L/S	31-75-4204	75.97	
		1659118047 100 S STATE ST W#2	31-68-4204	5,171.11	
		0507019070 RT 173 W#3 & W/T	31-68-4204	127.36	
		5691014002 4420 MENGE LN W#4	31-68-4204	162.77	
		5379007025 4870 WOODSTOCK RD W#5&6	31-68-4204	6,080.04	
		1419002002 228 BOEING TRL P/S & W/T	31-68-4204	418.58	
		1923071033 610 S STATE ST NWWTP	31-77-4204	86.38	
		3291029012 12211 RT 76 SWWTP	31-79-4204	1,056.48	
		0027089050 291 PRAIRIE KNOLL L/S	31-75-4204	778.15	
		Vnd: 0278 Invoice: 0150062061MAY2020	31-00-2200		15,165.59
		Expected Check Run: 06/05/2020		15,165.59	15,165.59
06/05/2020	AP	COMED	Invoice: 1233092031MAY2020 Ref#: 16900(COMMUNITY & DUSK TO DAWN STREET		
AP Trx #: 10131		COMMUNITY STREET LIGHTING	01-53-4230	4,086.02	
		DUSK2DAWN STREET LIGHTING	01-53-4230	71.47	
		Vnd: 0278 Invoice: 1233092031MAY2020	01-00-2200		4,157.49
		Expected Check Run: 06/05/2020		4,157.49	4,157.49

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	COMED	Invoice: 1987018030MAY2020 Ref#: 16901(ELECTRICAL AGGREGATION REFRESH F		
AP Trx #: 10132					
		ELECTRICAL AGGREGATION REFRESH FEE FY21	31-68-4204	31.75	
		ELECTRICAL AGGREGATION REFRESH FEE FY21	31-75-4204	31.75	
		ELECTRICAL AGGREGATION REFRESH FEE FY21	31-77-4204	31.75	
		ELECTRICAL AGGREGATION REFRESH FEE FY21	31-79-4204	31.75	
		Vnd: 0278 Invoice: 1987018030MAY2020	31-00-2200		127.00
		Expected Check Run: 06/05/2020		127.00	127.00
06/05/2020	AP	CRIMSON RIDGE FLORIST	Invoice: 24280 Ref#: 16895(JASTER BABY BOY ARRANGEMENT)		
AP Trx #: 10133					
		JASTER BABY BOY ARRANGEMENT	01-50-4500	66.07	
		Vnd: MISC Invoice: 24280	01-00-2200		66.07
		Expected Check Run: 06/05/2020		66.07	66.07
06/05/2020	AP	CRIMSON RIDGE FLORIST	Invoice: 8153999000 Ref#: 16897(FERGUSON FUNERAL ARRANGMENT)		
AP Trx #: 10134					
		FERGUSON FUNERAL ARRANGMENT	01-50-4500	83.78	
		Vnd: MISC Invoice: 8153999000	01-00-2200		83.78
		Expected Check Run: 06/05/2020		83.78	83.78
06/05/2020	AP	ETRAILER.COM	Invoice: 109348893 Ref#: 16896(TRAILER NOSE PLATE & 4 BOLT MOUNT)		
AP Trx #: 10135					
		TRAILER NOSE PLATE & 4 BOLT MOUNT	01-53-4227	170.21	
		Vnd: MISC Invoice: 109348893	01-00-2200		170.21
		Expected Check Run: 06/05/2020		170.21	170.21
06/05/2020	AP	FOX VALLEY INTERNET, INC.	Invoice: 3543136 Ref#: 16902(NWWTP & SWWTP INTERNET 5/25/20-6/24/20)		
AP Trx #: 10136					
		NWWTP INTERNET 5/25-6/24/2020	31-77-4202	29.95	
		SWWTP INTERNET 5/25-6/24/2020	31-79-4202	24.95	
		Vnd: 0097 Invoice: 3543136	31-00-2200		54.90
		Expected Check Run: 06/05/2020		54.90	54.90

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	FRONTIER	Invoice: 2241590281MAY2020 Ref#: 16903(VILLAGE PHONE LINES X13 4/20-5/1		
AP Trx #: 10137					
		2170497024 SPECIAL ACCESS LINES W#2	31-68-4202	82.60	
		8155440520 PRAIRIE KNOLL L/S	31-50-4202	47.46	
		8155443817 WACO WAY L/S	31-50-4202	58.44	
		8155476487 WOODSTOCK W#5&6	31-68-4202	47.46	
		8155477209 12211 RT76 SWWTP	31-79-4202	58.71	
		8157650565 COUNTRYSIDE L/S	31-50-4202	52.30	
		8157650940 RT173 W#3	31-68-4202	47.46	
		8157651774 NWWTP TOWER	31-77-4202	81.85	
		8157651859 BEAVER RD L/S	31-50-4202	45.23	
		8157651914 WHITING RD L/S	31-50-4202	65.08	
		8157652456 610 S STATE NWWTP	31-77-4202	108.31	
		8157659169 COUNTYSIDE W#4	31-68-4202	47.46	
		8157659391 DAWSON LK L/S	31-50-4202	45.69	
		Vnd: 0096 Invoice: 2241590281MAY2020	31-00-2200		788.05
		Expected Check Run: 06/05/2020		788.05	788.05
06/05/2020	AP	HILDEN, MITCH	Invoice: 4000050253 Ref#: 16904(PW COVID-19 ESSENTIAL FACE MASKS)		
AP Trx #: 10138					
		PW COVID-19 ESSENTIAL FACE MASKS	01-53-4302	45.93	
		Vnd: 0112 Invoice: 4000050253	01-00-2200		45.93
		Expected Check Run: 06/05/2020		45.93	45.93
06/05/2020	AP	MEDIACOM	Invoice: 8384912250090060JN20 Ref#: 16905(VH PHONE,INTERNET,EMAIL HOSTI		
AP Trx #: 10139					
		VHPHONE,INTERNET,EMAIL HOSTING JUNE2020	01-50-4202	705.35	
		Vnd: 0163 Invoice: 8384912250090060JN20	01-00-2200		705.35
		Expected Check Run: 06/05/2020		705.35	705.35
06/05/2020	AP	MICROSOFT CORPORATION	Invoice: E0300AW1UW Ref#: 16891(MICROSOFT EMAILS X9 3/29-4/28/2020)		
AP Trx #: 10140					
		MICROSOFT EMAILS X9 3/29-4/28/2020	01-50-4214	36.00	
		Vnd: 0410 Invoice: E0300AW1UW	01-00-2200		36.00
		Expected Check Run: 06/05/2020		36.00	36.00
06/05/2020	AP	MICROSOFT CORPORATION	Invoice: E0300AW1UV Ref#: 16892(MICROSOFT OUTLOOK EMAILS 3/29-4/28/2020		
AP Trx #: 10141					
		MICROSOFT OUTLOOK EMAILS 3/29-4/28/2020	01-50-4214	159.38	
		Vnd: 0410 Invoice: E0300AW1UV	01-00-2200		159.38
		Expected Check Run: 06/05/2020		159.38	159.38

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	MR. GOODWATER	Invoice: 06012020 Ref#: 16906(COOLER RENTAL/DRINKING WATER MAY2020)		
AP Trx #: 10142					
		COOLER RENTAL/DRINKING WATER@VH	01-50-4302	10.44	
		DRINKING WATER @PW	01-53-4302	10.44	
		COOLER RENTAL @WWTP	31-75-4302	8.00	
		Vnd: 0329 Invoice: 06012020	01-00-2200		20.88
		Vnd: 0329 Invoice: 06012020	31-00-2200		8.00
		Expected Check Run: 06/05/2020		28.88	28.88
06/05/2020	AP	NICOR GAS	Invoice: 07465530330MAY20 Ref#: 16907(4870 WOODSTOCK RD W#5&6 4/18/20-5		
AP Trx #: 10143					
		4870 WOODSTOCK RD W#5&6 4/18/20-5/18/20	31-68-4204	54.03	
		Vnd: 0186 Invoice: 07465530330MAY20	31-00-2200		54.03
		Expected Check Run: 06/05/2020		54.03	54.03
06/05/2020	AP	NICOR GAS	Invoice: 12314476859MAY2020 Ref#: 16908(4194 DAWSON LK RD L/S 4/13-5/12		
AP Trx #: 10144					
		4194 DAWSON LK RD L/S 4/13-5/12/20	31-75-4204	37.95	
		Vnd: 0186 Invoice: 12314476859MAY2020	31-00-2200		37.95
		Expected Check Run: 06/05/2020		37.95	37.95
06/05/2020	AP	NICOR GAS	Invoice: 17034425508MAY2020 Ref#: 16909(13505 HARVEST WAY L/S 04/11-5/1		
AP Trx #: 10145					
		13505 HARVEST WAY L/S 04/11-5/11/20	31-75-4204	120.99	
		Vnd: 0186 Invoice: 17034425508MAY2020	31-00-2200		120.99
		Expected Check Run: 06/05/2020		120.99	120.99
06/05/2020	AP	NICOR GAS	Invoice: 22409207747MAY2020 Ref#: 16910(12211 RT76 SWWTP 4/11-5/11/20)		
AP Trx #: 10146					
		12211 RT76 SWWTP 4/11-5/11/20	31-79-4204	763.32	
		Vnd: 0186 Invoice: 22409207747MAY2020	31-00-2200		763.32
		Expected Check Run: 06/05/2020		763.32	763.32
06/05/2020	AP	NICOR GAS	Invoice: 22898582741MAY2020 Ref#: 16911(203 BEAVER DR. L/S 4/11-5/11/20		
AP Trx #: 10147					
		203 BEAVER DR. L/S 4/11-5/11/20	31-75-4204	38.96	
		Vnd: 0186 Invoice: 22898582741MAY2020	31-00-2200		38.96
		Expected Check Run: 06/05/2020		38.96	38.96

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	NICOR GAS	Invoice: 24868703307MAY2020 Ref#: 16912(1001 WACO WAY C/L/S 4/18-5/18/2		
AP Trx #: 10148					
		1001 WACO WAY C/L/S 4/18-5/18/20	31-75-4204	40.53	
		Vnd: 0186 Invoice: 24868703307MAY2020	31-00-2200		40.53
		Expected Check Run: 06/05/2020			
				40.53	40.53
06/05/2020	AP	NICOR GAS	Invoice: 30139401027MAY2020 Ref#: 16913(4420 MENGE LN W#4 4/11-5/11/20)		
AP Trx #: 10149					
		4420 MENGE LN W#4 4/11-5/11/20	31-68-4204	50.80	
		Vnd: 0186 Invoice: 30139401027MAY2020	31-00-2200		50.80
		Expected Check Run: 06/05/2020			
				50.80	50.80
06/05/2020	AP	NICOR GAS	Invoice: 31857320001MAY2020 Ref#: 16914(100 S STATE ST. W#2 4/11-5/11/2		
AP Trx #: 10150					
		100 S STATE ST. W#2 4/11-5/11/20	31-68-4204	44.83	
		Vnd: 0186 Invoice: 31857320001MAY2020	31-00-2200		44.83
		Expected Check Run: 06/05/2020			
				44.83	44.83
06/05/2020	AP	NICOR GAS	Invoice: 77254215526MAY2020 Ref#: 16915(287 PRAIRIE KNOLL L/S 4/18-5/18		
AP Trx #: 10151					
		287 PRAIRIE KNOLL L/S 4/18-5/18/20	31-75-4204	40.53	
		Vnd: 0186 Invoice: 77254215526MAY2020	31-00-2200		40.53
		Expected Check Run: 06/05/2020			
				40.53	40.53
06/05/2020	AP	NICOR GAS	Invoice: 72878472371MAY2020 Ref#: 16916(610 S STATE ST. NWWTP 4/11-5/11		
AP Trx #: 10152					
		610 S STATE ST. NWWTP 4/11-5/11/20	31-77-4204	227.24	
		Vnd: 0186 Invoice: 72878472371MAY2020	31-00-2200		227.24
		Expected Check Run: 06/05/2020			
				227.24	227.24
06/05/2020	AP	NICOR GAS	Invoice: 94988910009MAY2020 Ref#: 16917(211 W GROVE RT 173 W#3 4/14-5/1		
AP Trx #: 10153					
		211 W GROVE RT 173 W#3 4/14-5/15/20	31-68-4204	60.02	
		Vnd: 0186 Invoice: 94988910009MAY2020	31-00-2200		60.02
		Expected Check Run: 06/05/2020			
				60.02	60.02

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/05/2020	AP	PEARSON	Invoice: S402555 Ref#: 16918(COVID.INSTALLED NEW METER 5/12/2020@203)		
AP Trx #: 10154					
		NEW METER@203 SCARLETT OAK DR.	31-70-4240	224.00	
		Vnd: 0525 Invoice: S402555	31-00-2200		224.00
		Expected Check Run: 06/05/2020		224.00	224.00
06/05/2020	AP	RENEGADE PRODUCTS	Invoice: RP8340 Ref#: 16890(DECON HAND SANITIZER GEL & TRAVEL DISINF)		
AP Trx #: 10155					
		DECON HAND SANITIZER GEL & TRAVEL DISINF	31-70-4302	96.62	
		DECON HAND SANITIZER GEL & TRAVEL DISINF	31-75-4302	96.61	
		Vnd: MISC Invoice: RP8340	31-00-2200		193.23
		Expected Check Run: 06/05/2020		193.23	193.23
06/05/2020	AP	RYAN & ASHLEY BENTON	Invoice: REFUND 0011411300-2 Ref#: 16885(UB refund for account: 0011411		
AP Trx #: 10156					
		WATER BASE	31-00-1401	75.85	
		Vnd: MISC Invoice: REFUND 0011411300-2	31-00-2200		75.85
		Expected Check Run: 06/05/2020		75.85	75.85
06/05/2020	AP	U.S. CELLULAR	Invoice: 0375035216 Ref#: 16919(PW,WWTP,CLERK PHONE,TABLET&HOTSPOT MAY2		
AP Trx #: 10157					
		PWD CELL PHONE MAY2020	01-53-4202	49.32	
		VPG CLERK CELL PHONE MAY2020	01-57-4202	48.20	
		HOT SPOT / TABLET W&S READS MAY2020	31-50-4202	36.00	
		WWTP CELL PHONE MAY2020	31-50-4202	44.66	
		Vnd: 0261 Invoice: 0375035216	01-00-2200		97.52
		Vnd: 0261 Invoice: 0375035216	31-00-2200		80.66
		Expected Check Run: 06/05/2020		178.18	178.18
06/05/2020	AP	WEX BANK - MARATHON FLEET CARD	Invoice: 65465523 Ref#: 16920(PUBLIC WORKS FUEL MAY 2020)		
AP Trx #: 10158					
		PUBLIC WORKS FUEL MAY 2020	01-53-4303	1,421.32	
		Vnd: 0429 Invoice: 65465523	01-00-2200		1,421.32
		Expected Check Run: 06/05/2020		1,421.32	1,421.32
06/05/2020	AP	WYDHAM HOTEL GROUP	Invoice: 04292020 Ref#: 16889(WYDHAM HOTEL STAY-PRES.(REQUESTED REFUND)		
AP Trx #: 10159					
		WYDHAM HOTEL STAY-PRES. 4292020 (REQREF)	01-50-4205	170.85	
		Vnd: MISC Invoice: 04292020	01-00-2200		170.85
		Expected Check Run: 06/05/2020		170.85	17

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
				26,459.47	26,459.47
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	01-00-2200		8,143.39
		ACCOUNTS PAYABLE	31-00-2200		18,316.08
			TOTAL INCREASE IN PAYABLE:		26,459.47

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	ABBY PEST ELIMINATION LLC Invoice: 8430,8431,8432 Ref#: 16971(PEST CONTROL@VH,PW SHOP,NWWTP 6/4/2			
AP Trx #: 10176					
		PEST CONTROL@VH	01-50-4240	45.00	
		PEST CONTROL@PW SHOP	01-53-4240	65.00	
		PEST CONTROL @NWWTP	31-77-4240	160.00	
		Vnd: 0371 Invoice: 8430,8431,8432	01-00-2200		110.00
		Vnd: 0371 Invoice: 8430,8431,8432	31-00-2200		160.00
		Expected Check Run: 06/17/2020			
				270.00	270.00
06/17/2020	AP	B&F CONSTRUCTION CODE SERVICE, INC. Invoice: 12763 Ref#: 16923(BLDG/PLAN REVIEW & CODE INSPECTIONS MAY)			
AP Trx #: 10177					
		BLDG & PLAN REVIEW INSPECTIONS MAY 2020	01-50-4215	3,140.00	
		CODE INSPECTIONS MAY 2020	01-50-4216	1,619.15	
		Vnd: 0356 Invoice: 12763	01-00-2200		4,759.15
		Expected Check Run: 06/17/2020			
				4,759.15	4,759.15
06/17/2020	AP	B&F CONSTRUCTION CODE SERVICE, INC. Invoice: 53758 Ref#: 16924(PLAN REVIEW: 469 STONEHOLLOW DR. P#2020-)			
AP Trx #: 10178					
		PLAN REVIEW:469 STONEHOLLOW DR.P#2020-66	01-50-4215	225.00	
		Vnd: 0356 Invoice: 53758	01-00-2200		225.00
		Expected Check Run: 06/17/2020			
				225.00	225.00
06/17/2020	AP	B&F CONSTRUCTION CODE SERVICE, INC. Invoice: 53797 Ref#: 16925(PLAN REVIEW: 206 STARFIRE DR. P#2020-68)			
AP Trx #: 10179					
		PLAN REVIEW: 206 STARFIRE DR. P#2020-68	01-50-4215	225.00	
		Vnd: 0356 Invoice: 53797	01-00-2200		225.00
		Expected Check Run: 06/17/2020			
				225.00	225.00
06/17/2020	AP	BLAIN'S FARM & FLEET Invoice: 6923 Ref#: 16926(RUBBER BOOTS PPE FOR PW EMPLOYEES)			
AP Trx #: 10180					
		RUBBER BOOTS PPE FOR PW EMPLOYEES	31-70-4302	419.96	
		Vnd: 0361 Invoice: 6923	31-00-2200		419.96
		Expected Check Run: 06/17/2020			
				419.96	419.96
06/17/2020	AP	BLAIN'S FARM & FLEET Invoice: 8264 Ref#: 16961(RETURN/PURCHASE OF RUBBER BOOTS PPE FOR)			
AP Trx #: 10181					
		RETURN 2 PAIR BOOTS FROM INV.6923	31-70-4302		209.98
		PURCHASE 2 PAIR STEEL TOE RUBBER BOOTS	31-70-4302	259.98	
		Vnd: 0361 Invoice: 8264	31-00-2200		50.00
		Expected Check Run: 06/17/2020			
				259.98	25

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	BLAIN'S FARM & FLEET	Invoice: 8265 Ref#: 16962(RETURN/PURCHASE OF RUBBER BOOTS PPE)		
AP Trx #: 10182					
		RETURN RUBBER BOOTS 2 PAIR	31-70-4302		209.98
		STEEL TOE RUBBER BOOTS 2 PAIR	31-70-4302	259.98	
		16PACK MAX AA BATTERIES	31-70-4302	12.99	
		Vnd: 0361 Invoice: 8265	31-00-2200		62.99
		Expected Check Run: 06/17/2020		272.97	272.97
06/17/2020	AP	BLAKE OIL COMPANY	Invoice: 412363 Ref#: 16927(SHOP DIESEL 383 GAL.)		
AP Trx #: 10183					
		SHOP DIESEL 383 GAL.	01-53-4303	382.84	
		Vnd: 0049 Invoice: 412363	01-00-2200		382.84
		Expected Check Run: 06/17/2020		382.84	382.84
06/17/2020	AP	CINTAS CORPORATION #355	Invoice: 409869240 Ref#: 16928(SOAP,SANI-CLIPS,FLOORMAT,UNIFORM/JEAN CL		
AP Trx #: 10184					
		SOAP,SANI-CLIPS,FLOORMAT WK#1 MAY 2020	01-50-4301	12.60	
		UNIFORM/JEAN CLEANING WK#1 MAY 2020	01-53-4107	24.66	
		Vnd: 0098 Invoice: 409869240	01-00-2200		37.26
		Expected Check Run: 06/17/2020		37.26	37.26
06/17/2020	AP	CINTAS CORPORATION #355	Invoice: 4050456760 Ref#: 16929(SOAP,SANI-CLIPS,FLOORMAT,UNIFORM/JEAN C		
AP Trx #: 10185					
		SOAP,SANI-CLIPS,FLOORMAT WK#2 MAY 2020	01-50-4301	12.60	
		UNIFORM/JEAN CLEANING WK#2 MAY 2020	01-53-4107	24.66	
		Vnd: 0098 Invoice: 4050456760	01-00-2200		37.26
		Expected Check Run: 06/17/2020		37.26	37.26
06/17/2020	AP	CINTAS CORPORATION #355	Invoice: 4051076047 Ref#: 16930(SOAP,SANI-CLIPS,FLOORMAT,UNIFORM/JEAN C		
AP Trx #: 10186					
		SOAP,SANI-CLIPS,FLOORMAT WK#3 MAY2020	01-50-4301	12.60	
		UNIFORM/JEAN CLEANING WK#3 MAY 2020	01-53-4107	24.66	
		Vnd: 0098 Invoice: 4051076047	01-00-2200		37.26
		Expected Check Run: 06/17/2020		37.26	37.26
06/17/2020	AP	CINTAS CORPORATION #355	Invoice: 4051720763 Ref#: 16931(SOAP,SANI-CLIPS,FLOORMAT,UNIFORM/JEAN C		
AP Trx #: 10187					
		SOAP,SANI-CLIPS,FLOORMAT WK#4 MAY 2020	01-50-4301	12.60	
		UNIFORM/JEAN CLEANING WK#4 MAY 2020	01-53-4107	24.66	
		Vnd: 0098 Invoice: 4051720763	01-00-2200		37.26
		Expected Check Run: 06/17/2020		37.26	37.26

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	CONSERV FS INC	Invoice: 33018175 Ref#: 16932(PESTICIDES: SPEEDZONE,PRODEUCE WEED CONT)		
AP Trx #: 10188					
		PESTICIDES:SPEEDZONE,WEED KILLER	01-52-4304	1,210.00	
		BACKPACK SPRAYER FOR PESTICIDES	01-52-4304	187.50	
		Vnd: 0073 Invoice: 33018175	01-00-2200		1,397.50
		Expected Check Run: 06/17/2020			
				1,397.50	1,397.50
06/17/2020	AP	CONSERV FS INC	Invoice: 33018587 Ref#: 16933(ROUND UP QTY2)		
AP Trx #: 10189					
		ROUND UP QTY2	01-52-4225	132.50	
		Vnd: 0073 Invoice: 33018587	01-00-2200		132.50
		Expected Check Run: 06/17/2020			
				132.50	132.50
06/17/2020	AP	CORE & MAIN LP	Invoice: M371319 Ref#: 16934(5 1/4 X16 SCREW VB TOP CAST IRON X2)		
AP Trx #: 10190					
		5 1/4 X16 SCREW VB TOP CAST IRON X2	31-70-4301	110.90	
		Vnd: 0347 Invoice: M371319	31-00-2200		110.90
		Expected Check Run: 06/17/2020			
				110.90	110.90
06/17/2020	AP	CORE & MAIN LP	Invoice: M390679 Ref#: 16935(DRAINAGE EASEMENT MATERIALS-487 PRAIRIE)		
AP Trx #: 10191					
		DRAINAGE EASEMENT@487 PRAIRIE KNOLL DR.	01-53-4228	686.44	
		Vnd: 0347 Invoice: M390679	01-00-2200		686.44
		Expected Check Run: 06/17/2020			
				686.44	686.44
06/17/2020	AP	CURRAN CONTRACTING	Invoice: 20-00000-00GM53120 Ref#: 16970(VARIOUS ROAD CONSTRUCTION PROJE		
AP Trx #: 10192					
		VARIOUS ROAD CONST.PROJECTS MAY 2020	20-00-4409	28,019.02	
		Vnd: 0526 Invoice: 20-00000-00GM53120	20-00-2200		28,019.02
		Expected Check Run: 06/17/2020			
				28,019.02	28,019.02
06/17/2020	AP	ECONO SIGNS LLC.	Invoice: 10-960109 Ref#: 16936(12"X36" YIELD SIGNS X4)		
AP Trx #: 10193					
		12"X36" YIELD SIGNS X4	01-53-4228	192.27	
		Vnd: 0492 Invoice: 10-960109	01-00-2200		192.27
		Expected Check Run: 06/17/2020			
				192.27	192.27

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	HAWKINS, INC. Invoice: 4720932 Ref#: 16937(ALUMINUM SULFATE LIQUID@SWWTP)			
AP Trx #: 10194					
		ALUMINUM SULFATE LIQUID@SWWTP	31-79-4305	1,390.90	
		Vnd: 0109 Invoice: 4720932	31-00-2200		1,390.90
		Expected Check Run: 06/17/2020			
				1,390.90	1,390.90
06/17/2020	AP	ILLINOIS RURAL WATER ASSOCIATION Invoice: 28964 Ref#: 16938(IRWA MEMBERSHIP:WATER& WASTEWATER 7/1/20)			
AP Trx #: 10195					
		IRWA MEMBERSHIP: W&S 7/1/20-6/30/21	31-70-4302	187.95	
		IRWA MEMBERSHIP: W&S 7/1/20-6/30/21	31-75-4302	187.95	
		Vnd: 0123 Invoice: 28964	31-00-2200		375.90
		Expected Check Run: 06/17/2020			
				375.90	375.90
06/17/2020	AP	MANLEY'S BELVIDERE Invoice: 6091279/1 Ref#: 16939(2012 FORD: UNIVERSAL JOINT REPAIR WORK C			
AP Trx #: 10196					
		2012 FORD: UNIVERSAL JOINT REPAIR WORK	01-53-4226	1,893.85	
		Vnd: 0404 Invoice: 6091279/1	01-00-2200		1,893.85
		Expected Check Run: 06/17/2020			
				1,893.85	1,893.85
06/17/2020	AP	MCMAHON ASSOCIATES, INC. Invoice: 0702080 Ref#: 16963(MAIN & WASHINGTON IMPROVEMENTS APRIL 202)			
AP Trx #: 10197					
		MAIN & WASHINGTON IMPROVEMENTS APRIL 202	90-53-4460	1,970.00	
		Vnd: 0159 Invoice: 0702080	90-00-2200		1,970.00
		Expected Check Run: 06/17/2020			
				1,970.00	1,970.00
06/17/2020	AP	MCMAHON ASSOCIATES, INC. Invoice: 0702081 Ref#: 16964(WEST GROVE PARK IMPROVEMENTS APRIL2020)			
AP Trx #: 10198					
		WEST GROVE PARK IMPROVEMENTS APRIL2020	01-50-4212	400.00	
		Vnd: 0159 Invoice: 0702081	01-00-2200		400.00
		Expected Check Run: 06/17/2020			
				400.00	400.00
06/17/2020	AP	MCMAHON ASSOCIATES, INC. Invoice: 0702082 Ref#: 16965(2020 VILLAGE WIDE MAINT.PROGRAM 4/2020)			
AP Trx #: 10199					
		2020 VILLAGE WIDE MAINT.PROGRAM 4/2020	20-00-4232	1,413.40	
		Vnd: 0159 Invoice: 0702082	20-00-2200		1,413.40
		Expected Check Run: 06/17/2020			
				1,413.40	1,413.40

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	MCMAHON ASSOCIATES, INC.	Invoice: 0702083 Ref#: 16966(REVIEW@OLSON WOODS SUB. APRIL2020)		
AP Trx #: 10200					
		REVIEW@OLSON WOODS SUB. APRIL2020	01-50-4215	869.70	
		Vnd: 0159 Invoice: 0702083	01-00-2200		869.70
		Expected Check Run: 06/17/2020			
				869.70	869.70
06/17/2020	AP	MCMAHON ASSOCIATES, INC.	Invoice: 0702084 Ref#: 16967(PHASE 1 SANITARY SEWER APRIL 2020)		
AP Trx #: 10201					
		PHASE 1 SANITARY SEWER APRIL 2020	01-50-4212	588.30	
		Vnd: 0159 Invoice: 0702084	01-00-2200		588.30
		Expected Check Run: 06/17/2020			
				588.30	588.30
06/17/2020	AP	MCMAHON ASSOCIATES, INC.	Invoice: 0702085 Ref#: 16968(IL RT 173 WATERMAIN IMPROVEMENTS 4/2020)		
AP Trx #: 10202					
		IL RT 173 WATERMAIN IMPROVEMENTS 4/2020	90-53-4460	715.50	
		Vnd: 0159 Invoice: 0702085	90-00-2200		715.50
		Expected Check Run: 06/17/2020			
				715.50	715.50
06/17/2020	AP	MCMAHON ASSOCIATES, INC.	Invoice: 0702086 Ref#: 16969(ENGINEERING AS NEEDED APRIL 2020)		
AP Trx #: 10203					
		ENGINEERING AS NEEDED APRIL 2020	01-50-4212	843.12	
		Vnd: 0159 Invoice: 0702086	01-00-2200		843.12
		Expected Check Run: 06/17/2020			
				843.12	843.12
06/17/2020	AP	MENARDS	Invoice: 38412 Ref#: 16940(W&S AIR COMPRESSOR & WWTP SUPPLIES)		
AP Trx #: 10204					
		W&S AIR COMPRESSOR	31-75-4302	60.09	
		W&S AIR COMPRESSOR	31-70-4302	60.09	
		NWWTP OPERATING SUPPLIES	31-77-4302	48.69	
		SWWTP OPERATING SUPPLIES	31-79-4302	49.23	
		Vnd: 0165 Invoice: 38412	31-00-2200		218.10
		Expected Check Run: 06/17/2020			
				218.10	218.10
06/17/2020	AP	R.P. LUMBER COMPANY, INC.	Invoice: 2005-449176 Ref#: 16942(INLET REPAIR MATERIALS, PAINT FOR PLOW		
AP Trx #: 10205					
		INLET REPAIR MATERIALS	01-53-4228	219.60	
		PAINT & BOARDS FOR PLOW DUMP BOX	01-53-4226	84.57	
		Vnd: 0506 Invoice: 2005-449176	01-00-2200		304.17
		Expected Check Run: 06/17/2020			
				304.17	304

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	RGB JANITORIAL	Invoice: 092019-450 Ref#: 16941(CUSTODIAL SERVICES@VH MAY 2020)		
AP Trx #: 10206					
		CUSTODIAL SERVICES@VH MAY 2020	01-50-4219	225.33	
		Vnd: 0521 Invoice: 092019-450	01-00-2200		225.33
		Expected Check Run: 06/17/2020			
				225.33	225.33
06/17/2020	AP	ROCKFORD BUSINESS SYSTEMS, INC	Invoice: 15411 Ref#: 16943(COPY MACHINE MAINTENANCE 2/1/20-5/27/20)		
AP Trx #: 10207					
		COPY MACHINE MAINTENANCE 2/1/20-5/27/20	01-50-4214	318.66	
		Vnd: 0220 Invoice: 15411	01-00-2200		318.66
		Expected Check Run: 06/17/2020			
				318.66	318.66
06/17/2020	AP	SOSNOWSKI SZETO, LLP	Invoice: 450002.0000-5495 Ref#: 16944(LEGAL SERVICES: GENERAL MAY 2020)		
AP Trx #: 10208					
		LEGAL SERVICES: GENERAL MAY 2020	01-50-4213	8,457.00	
		Vnd: 0319 Invoice: 450002.0000-5495	01-00-2200		8,457.00
		Expected Check Run: 06/17/2020			
				8,457.00	8,457.00
06/17/2020	AP	SOSNOWSKI SZETO, LLP	Invoice: 450002.0011-5499 Ref#: 16945(201 S STATE ST. ENOS LITG. MAY 20		
AP Trx #: 10209					
		201 S STATE ST. ENOS LITG. MAY 2020	01-50-4213	265.20	
		Vnd: 0319 Invoice: 450002.0011-5499	01-00-2200		265.20
		Expected Check Run: 06/17/2020			
				265.20	265.20
06/17/2020	AP	SOSNOWSKI SZETO, LLP	Invoice: 450002.0013-5500 Ref#: 16946(LEGAL: STABALIZATION GRANT MAY 20		
AP Trx #: 10210					
		LEGAL: STABALIZATION GRANT MAY 2020	01-50-4213	1,918.50	
		Vnd: 0319 Invoice: 450002.0013-5500	01-00-2200		1,918.50
		Expected Check Run: 06/17/2020			
				1,918.50	1,918.50
04/30/2020	AP	STENSTROM EXCAVATION & BLACKTOP	Invoice: 5925.02 Ref#: 16972(LABOR & MATERIALS PER CONTRACT FOR 2019)		
AP Trx #: 10211					
		LABOR & MATERIALS PER CONTRACT FOR 2019	01-53-4409	31,269.40	
		Vnd: 0281 Invoice: 5925.02	01-00-2200		31,269.40
		Expected Check Run: 06/17/2020			
				31,269.40	31,269.40

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	TEST INC.	Invoice: 200500330 Ref#: 16947(IL0070300-SOUTH W#5&6 IEPA TESTING NITRA		
AP Trx #: 10212					
		SOUTH W#5&6 IEPA NITRATE TESTING X2	31-68-4310	30.00	
		Vnd: 0355 Invoice: 200500330	31-00-2200		30.00
		Expected Check Run: 06/17/2020			
				30.00	30.00
06/17/2020	AP	TEST INC.	Invoice: 200500615 Ref#: 16948(IL0070150 NORTH W#3 IEPA TESTING COLIFOR		
AP Trx #: 10213					
		NORTH W#3 IEPA TESTING COLIFORM X2	31-68-4310	24.00	
		Vnd: 0355 Invoice: 200500615	31-00-2200		24.00
		Expected Check Run: 06/17/2020			
				24.00	24.00
06/17/2020	AP	TEST INC.	Invoice: 200500464 Ref#: 16949(IL0070300-SOUTH W#5&6 IEPA TESTING COLIF		
AP Trx #: 10214					
		SOUTH W#5&6 IEPA TESTING COLIFORM X4	31-68-4310	48.00	
		Vnd: 0355 Invoice: 200500464	31-00-2200		48.00
		Expected Check Run: 06/17/2020			
				48.00	48.00
06/17/2020	AP	TEST INC.	Invoice: 200500463 Ref#: 16950(IL0070350 WEST W#4 IEPA TESTING COLIFORM		
AP Trx #: 10215					
		WEST W#4 IEPA TESTING COLIFORM X2	31-68-4310	24.00	
		Vnd: 0355 Invoice: 200500463	31-00-2200		24.00
		Expected Check Run: 06/17/2020			
				24.00	24.00
06/17/2020	AP	TEST INC.	Invoice: 200500461 Ref#: 16951(IL0070150 NORTH W#3 IEPA TESTING COLIFOR		
AP Trx #: 10216					
		NORTH W#3 IEPA TESTING COLIFORM X4	31-68-4310	48.00	
		Vnd: 0355 Invoice: 200500461	31-00-2200		48.00
		Expected Check Run: 06/17/2020			
				48.00	48.00
06/17/2020	AP	TEST INC.	Invoice: 200500807 Ref#: 16952(IL0070150 NORTH W#3 IEPA TESTING FLUORID		
AP Trx #: 10217					
		NORTH W#3 IEPA TESTING FLUORIDE X 1	31-68-4310	15.50	
		Vnd: 0355 Invoice: 200500807	31-00-2200		15.50
		Expected Check Run: 06/17/2020			
				15.50	15.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	TEST INC.	Invoice: 200500862 Ref#: 16953(IL0070350 WEST W#4 IEPA TESTING FLUORIDE		
AP Trx #: 10218					
		WEST W#4 IEPA TESTING FLUORIDE X1	31-68-4310	15.50	
		Vnd: 0355 Invoice: 200500862	31-00-2200		15.50
		Expected Check Run: 06/17/2020			
				15.50	15.50
06/17/2020	AP	TEST INC.	Invoice: 200500356 Ref#: 16954(IL0070350 WEST W#4 IEPA TESTING SOC FOR)		
AP Trx #: 10219					
		WEST W#4 IEPA TESTING SCO FOR SDWIS	31-68-4310	970.00	
		Vnd: 0355 Invoice: 200500356	31-00-2200		970.00
		Expected Check Run: 06/17/2020			
				970.00	970.00
06/17/2020	AP	TEST INC.	Invoice: 200500806 Ref#: 16955(IL0070300-SOUTH W#5&6 IEPA TESTING FLUOR		
AP Trx #: 10220					
		SOUTH W#5&6 IEPA TESTING FLUORIDE X1	31-68-4310	15.50	
		Vnd: 0355 Invoice: 200500806	31-00-2200		15.50
		Expected Check Run: 06/17/2020			
				15.50	15.50
06/17/2020	AP	TEST INC.	Invoice: 200400355 Ref#: 16956(IL0070300-SOUTH W#5&6 IEPA TESTING VOC F		
AP Trx #: 10221					
		SOUTH W#5&6 IEPA TESTING VOC FOR SDWIS	31-68-4310	130.00	
		Vnd: 0355 Invoice: 200400355	31-00-2200		130.00
		Expected Check Run: 06/17/2020			
				130.00	130.00
06/17/2020	AP	TEST INC.	Invoice: 200400629 Ref#: 16957(IL0070150 NORTH W#3 IEPA TESTING NITRATE		
AP Trx #: 10222					
		IL0070150 NORTH W#3 IEPA TESTING NITRATE	31-68-4310	60.00	
		Vnd: 0355 Invoice: 200400629	31-00-2200		60.00
		Expected Check Run: 06/17/2020			
				60.00	60.00
06/17/2020	AP	TEST INC.	Invoice: 1177981 Ref#: 16973(WATER & SEWER CONTRACT JULY 2020)		
AP Trx #: 10223					
		W & S CONTRACT LABOR NWWTP	31-77-4236	5,022.35	
		W & S CONTRACT LABOR SWWTP	31-79-4236	5,022.35	
		W &S CONTRACT LABOR WATER SYSTEM	31-68-4236	4,185.29	
		W & S CONTRACT LABOR LIFT STATIONS	31-75-4236	2,511.17	
		Vnd: 0355 Invoice: 1177981	31-00-2200		16,741.16
		Expected Check Run: 06/17/2020			
				16,741.16	16,741.16

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/17/2020	AP	USA BLUE BOOK Invoice: 235971 Ref#: 16958(LAB & OPERATION SUPPLIES@N&SWWTP)			
AP Trx #: 10224					
		LAB & OPERATION SUPPLIES@NWWTP	31-77-4302	221.03	
		LAB & OPERATION SUPPLIES@SWWTP	31-79-4302	77.32	
		Vnd: 0262 Invoice: 235971	31-00-2200		298.35
		Expected Check Run: 06/17/2020			
				298.35	298.35
06/17/2020	AP	USA BLUE BOOK Invoice: 227705 Ref#: 16959(LAB & OPERATION SUPPLIES)			
AP Trx #: 10225					
		LAB & OPERATION SUPPLIES	31-77-4302	132.97	
		LAB & OPERATION SUPPLIES	31-79-4302	434.37	
		LAB & OPERATION SUPPLIES	31-75-4302	17.74	
		LAB & OPERATION SUPPLIES	31-70-4302	17.74	
		LAB & OPERATION SUPPLIES	31-68-4302	17.74	
		Vnd: 0262 Invoice: 227705	31-00-2200		620.56
		Expected Check Run: 06/17/2020			
				620.56	620.56
06/17/2020	AP	WILLIAM CHARLES CONSTRUCTION, LLC Invoice: 118043 Ref#: 16960(AG LIME 23.90UNITS@ARBORETUM WALKING PAT)			
AP Trx #: 10226					
		AG LIME 23.90UNITS@ARBORETUM WALKINGPATH	01-52-4225	11.96	
		Vnd: 0268 Invoice: 118043	01-00-2200		11.96
		Expected Check Run: 06/17/2020			
				11.96	11.96
				109,992.13	109,992.13

Cash/Payable Account Totals:

ACCOUNTS PAYABLE	01-00-2200	55,624.93
MFT ACCOUNTS PAYABLE	20-00-2200	29,432.42
ACCOUNTS PAYABLE	31-00-2200	21,829.32
ACCOUNTS PAYABLE	90-00-2200	2,685.50
	TOTAL INCREASE IN PAYABLE:	109,572.17

CONNECTING YOU & YOUR COMMUNITY

Website Redesign, Hosting, and Support

Quote for The Village of Poplar Grove, Illinois





Gregg Huggins

PO Box 2235 Tallahassee, FL 32316
850-692-7068 ghuggins@municode.com

LETTER OF INTEREST

June 3, 2020

Dear Website Selection Team:

Thank you for the opportunity to present our quote for website redesign, hosting, and support services. It is our goal to deliver a mobile-friendly website that is professional, easy-to-use, and easy-to-maintain.

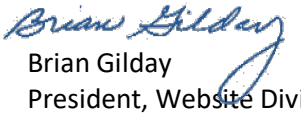
Our team has developed a portfolio of online services that are tailored for local government agencies. We have worked with cities, towns, villages, counties and other local government agencies for over sixty-five years continually striving to make your job easier. When it comes to posting content on the web, our solution is simple and straight-forward.

Our websites make it easier for your community to find content by providing multiple navigation paths to each page. Our designs reinforce self-service to enable 24x7 online access to your organization's services.

We create your website using Drupal, an industry-leading content management system. Since Drupal is open source, your website is truly yours unlike those of many other government redesign companies that use their own proprietary software.

We are thrilled at the opportunity to partner on such an important initiative.

Sincerely,



Brian Gilday
President, Website Division

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Policies and Procedures Management (Optional) 11

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Hosting, Maintenance, and Customer Support 15

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Payment Schedule 18

Services Agreement 19

COMPANY PROFILE

History, Mission, and Team

With over 65 years of experience, Municode's mission is to connect public sector organizations with their communities. Our solutions promote transparency and efficiency - such as custom website design, meeting and agenda management, online payment portals, the legal codification process, and our robust suite of online legislative search tools.

Municode has been in business for over sixty-five years and partners with more than 4,000 government agencies across all fifty states. Municode is a privately-owned corporation and is financially sound with no debt. Our leadership focuses on improving Municode through investments in its people and its technology. Our culture is conducive to the longevity of our employees; Our clients can establish a long-term partnership with our experienced and stable workforce.





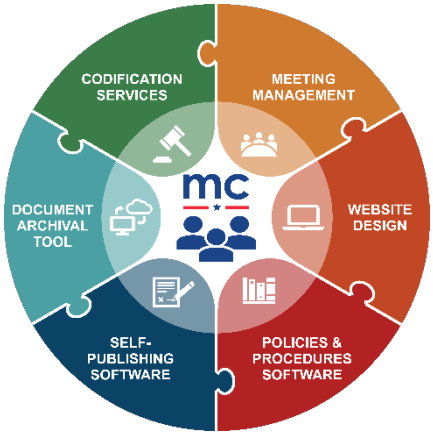
Municode is home to over 230 employees (most of whom enjoy a 10+ year tenure). Our headquarters in Tallahassee, Florida includes four buildings totaling 56,000 square feet. Our West Coast office is in Portland, Oregon. We also have individual team members working in several states across the country.

Our Vision: Simple, Seamless Integration

Our vision is to create seamless integration between our service offerings. The goal is to reduce staff workload, while at the same time, increasing the ability for municipalities to connect with their communities.

The following example integration points are either in place today or envisioned in our future strategic roadmap.

- Unified search across all platforms (website, meetings, online codes)
- Auto-publish agendas and minutes from the Meetings platform to the Website
- Ordinance auto-publishing from the Meetings platform to your online code, queued for supplementation, Code of ordinance cross-references to legislative voting history, minutes, and video/audio



Project Team

We have a highly skilled team with a customer service focus.



Jarrod - Project Sponsorship / Project Management / Customer Service
Jarrod has a Bachelor of Science degree in Mathematics and Business Administration from the University of Oregon. Jarrod is the Director of Professional Services and leads all aspects of project development and customer support.



Dave - Project Management / User Experience
Dave has a Bachelor of Arts degree in Communications from California State University. In addition to project and design leadership, Dave will participate in various analytical, site configuration, content migration, and training activities.



Mary Joy – Project Management / User Experience
Mary Joy has that unique ability to put technical concepts into easy-to-understand terms with clients such as Dunkin Donuts, Gillette, Fidelity, and Osram Sylvania. A Bentley graduate with a Bachelor of Science in CIS, Mary Joy leads our customer support efforts and content migration.



Paul – Development / Systems Architecture / QA
Paul has been working on software systems for years and is a strong member of our team. We will turn to Paul for any custom development work that might be required. In addition, Paul has many years of experience in quality assurance testing, so he will be acting as Municode's lead tester for the engagement.



Drago - Graphic Design
Drago's work speaks for itself. He has the unique ability to capture the essence of your branding and communication requirements and transform them to stunning web designs.

REFERENCES AND DESIGN EXAMPLES

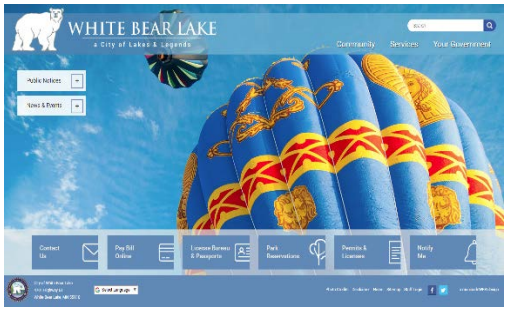
Custom Designs

There is a reason why we have loyal customers! It is because we have a great solution, we take care of our customers, and we are committed to working with you for the long haul. When you pick up the phone and call us, we answer! When you email, we respond quickly – usually within 30 minutes. When you need us, we will be there for you. **But don't take our word for it, ask our clients.**

White Bear Lake Minnesota

http://www.whitebearlake.org
Population: 23,769

Kara Coustry, City Clerk
651-429-8508
kcoustry@whitebearlake.org

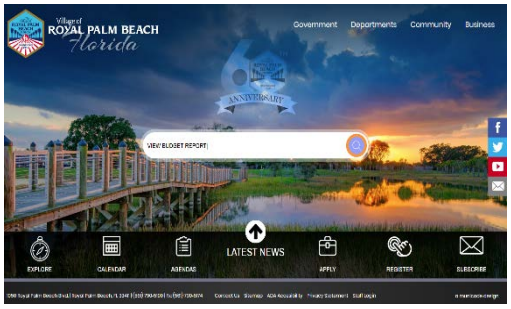




Royal Palm Beach Florida

https://www.royalpalmbeach.com/
Population: 34,140

Marina Quintero, IS Manager
561-791-7078
mquintero@royalpalmbeach.com

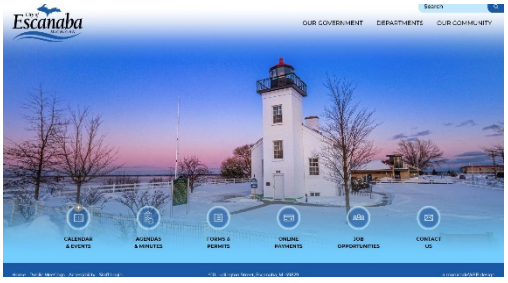




Escanaba Michigan

https://www.escanaba.org/
Population: 12,616

Phil DeMay, City Clerk / IT Admin.
906-786-1194
pdemay@escanaba.org





Marco Island Florida

https://www.cityofmarcoisland.com/
Population: 16,413

Jordan Turek, CIO, Director of IT
239-205-3434
jturek@cityofmarcoisland.com





Waupun Wisconsin

https://www.cityofwaupun.org
Population: 11,340

Tyler Struzl, Management Analyst Intern
920-345-1656
intern@cityofwaupun.org





Crystal River Florida

https://crystalriver.teamaha.com/
Population: 3,108

Lisa Morris, Exec. Adm. / Deputy Clerk
352-795-4216 Ext. 301
LMORRIS@crystalriverfl.org

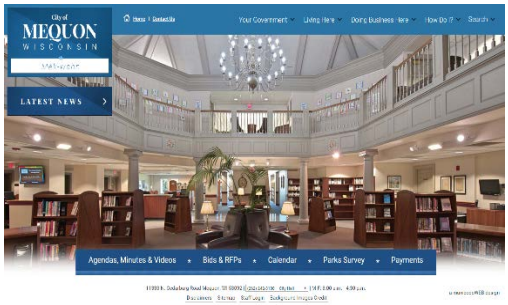




Mequon Wisconsin

https://www.ci.mequon.wi.us/
Population: 23,225

Justin Schoenemann, Assistant City Administrator / HR Director
262-236-2942
jschoenemann@ci.mequon.wi.us





Monroe Georgia

http://www.monroega.com
Population: 13,234

Chris Bailey, Central Services Manager
770-266-5406
CBailey@MonroeGA.gov





Addison Texas

https://addisontexas.net
Population: 13,056

Nam Pham, Software Developer
972-450-2857
npham@addisontx.gov

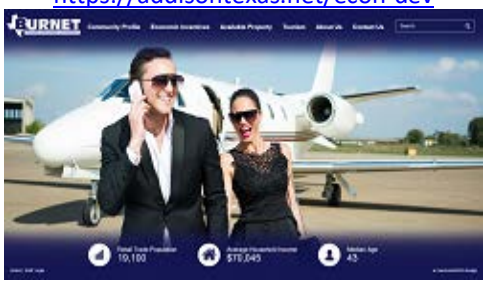




Specialty Sub-Site Graphic Designs

We also offer the option of having graphic designs for sub-sites that require specialized branding. We call these 'specialty sub-sites'. We leverage your main CMS and database, which allows us to offer these sub-sites with the same functionality as your main site yet with a completely different look and feel.

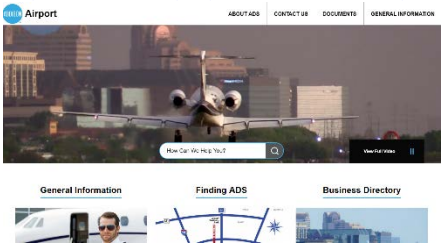
Economic Development
https://www.burnet512.com/ed
https://addisontexas.net/econ-dev



Parks & Recreation
https://www.brookhavenga.gov/pcg
https://www.wilsonvilleparksandrec.com/parksrec



Airports
https://addisontexas.net/airport
https://www.cityofprineville.com/airport



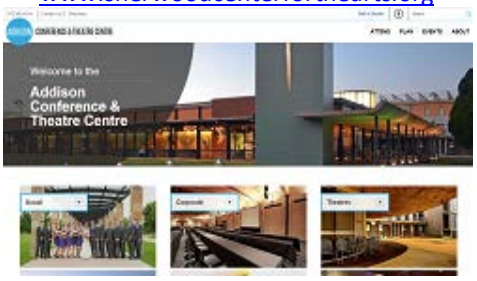
Libraries
www.woodstockpubliclibrary.org
https://www.hendersoncountync.gov/library



Police and Fire
www.mvfpd.org
www.quincypd.org



Event Centers / Cultural Centers
https://addisontexas.net/actc
www.sherwoodcenterforthearts.org



Golf Courses
www.meadowlakesgc.com



Tourism
http://www.wrangell.com/visitorservices



WEBSITE CONTENT MANAGEMENT SYSTEM (CMS) FEATURES

Municode Web was designed for local governments by experts in local government. It utilizes Drupal, an open source platform, that powers millions of websites and is supported by an active, diverse, and global community. We are the Drupal experts for local government!

Key Project Deliverables

- WEBSITE DESIGN
- CONTENT MIGRATION
- TRAINING
- HOSTING
- SUPPORT

Standard Features

- Responsive Mobile Friendly Design
- Simple Page Editor
- Best-in-Class Search Engine
- Social Media Integration
- Web Page Categories - create a page once, have it show up in multiple places
- Department Micro-sites (sites-within-a-site)
- Rotating Banners and Headline Articles
- Online Job Postings
- Online Bid/RFP Postings
- Photo Album Slideshows
- Google Maps Integration
- Resource/Document Center
- Image auto-scaling and resizing
- Site Metrics (Google Analytics)
- Scheduled Publish On/Off Dates
- Unlimited User logins
- Unlimited Content
- Word-like WYSIWYG Editor
- Private Pages – staff view only
- Custom graphic colors / logo refresh every 4th year
- Unlimited Online Fillable Forms
- Emergency Alerts
- Meeting Agendas/Minutes/Videos
- Event Calendar
- Page Versioning / Audit Trail
- Latest News / Press Releases
- Anti-spam controls
- Email Harvesting Protection
- Broken Link Finder
- Dynamic Sitemap
- Support for Windows, Mac, Linux
- Video integration (YouTube, Vimeo, etc.)
- Client owns rights to all data
- Organization/Staff Directory
- Frequently Asked Questions (FAQs)
- Ordinances and Resolutions
- Share This Button (Facebook/Twitter)
- Secure Pages / SSL
- Printer Friendly Pages
- RSS Feeds Inbound/Outbound

Optional Features/Services

- Email Subscriptions / Notifications
- Projects Directory
- Parks and Trails Directory
- Property Directory (Commercial/Industrial)
- Business Directory
- Facility Reservations
- Specialty Sub-site Graphic Designs
- Custom Feature Development

MEETING AND AGENDA MANAGEMENT (OPTIONAL)

Municode Web includes a standard feature to post meeting agendas and minutes. Many organizations seek the additional features of an agenda management solution such as agenda item approval workflow, auto-generated PDF/Word agendas, live council voting/roll call, and audio/video integration.

Municode Meetings is the easiest-to-use and most modern agenda management system in the industry. It is a 100% cloud-based offering that will greatly reduce the staff time and effort required to create and publish online agendas and minutes.

Key Project Deliverables

- BOARD/COMMITTEE SETUP - configure as many boards as you need - no limit
- MEETING TEMPLATE DESIGN - design one or more meeting templates to your custom specifications
- TRAINING
- WORKFLOW - setup custom agenda item approval workflows
- USERS/ROLES/PERMISSIONS - create and configure unlimited user accounts
- ANNUAL SERVICE - 99.95% up-time guarantee, data backups, disaster recovery
- SUPPORT - 8AM to 8PM Eastern phone and email support; 24x7x365 emergency support

Standard Features

- Unlimited Meetings and Agenda Templates
- Unlimited Meeting Agenda Templates
- Unlimited Users
- Create Meetings
- Submit/Add Agenda Items
- Attach agenda item files
- Create Agendas
- Create Agenda Packets
- Create Meeting Minutes
- Approve Items with Approval Workflow
- Auto Publishing Agenda, Agenda Packet, Minutes to the web
- Self-service YouTube video time stamping
- Integration with Swagit Video (coming soon)
- Voting/Roll Call
- Integration with Municode Web calendar

Service and Support

We will guarantee service uptime of 99.95%. In the event this service level is not met within a given month, you will receive a credit for that month's service.

We will provide you contact numbers to reach us 24x7x365 for catastrophic site issues. We will also be available from Monday to Friday 8AM-8PM EST via email and phone to handle routine questions from staff.

We will perform security upgrades and other optimizations during off-hours, typically between the hours of 12-3AM PST, if such work requires your meetings to be off-line. We will provide at least 14 days' notice for any non-emergency maintenance that requires down-time.

Our auto-monitoring software continually monitors performance and instantly alerts us when problems occur. We act as soon as possible and no later than two hours after problems are detected.

POLICIES AND PROCEDURES MANAGEMENT (OPTIONAL)

Municode Web includes a standard feature to post policy and procedure documents. Many organizations seek the additional features of a policy and procedures management solution, such as approval workflow, automated PDF generation, and historical tracking. Examples of policy and procedure manuals include fire codes, general plans, financial reports, and proclamations. Municode's Self-Publishing Software facilitates these needs.

Key Project Deliverable

- SOFTWARE LICENSE – Annually, includes up to five (5) authorized users
- CONVERSION – Convert your current Word/Folio manuals to our software database for in-house publication, updates and maintenance
- WORKFLOW – Provides organized, systematic execution of updates, corrections, new clauses, new codes, etc.
- ONLINE BOOK HOSTING – Published in HTML format
- SERVICE LEVEL - 99.95% up-time guarantee, data backups, disaster recovery
- SUPPORT - 8AM to 8PM Eastern phone and email support; 24x7x365 emergency support

Standard Features

- Policy/Amendment drafting tool
- Automated code, policy and publication updates
- Automated approval and signature workflow
- Automated PDF generation for backup/printing
- Historical tracking tool
- Online training and customer service

Service and Support

We will guarantee service uptime of 99.95%. In the event this service level is not met within a given month, you will receive a credit for that month's service.

We will provide you contact numbers to reach us 24x7x365 for catastrophic site issues. We will also be available from Monday to Friday 8AM-8PM EST via email and phone to handle routine questions from staff.

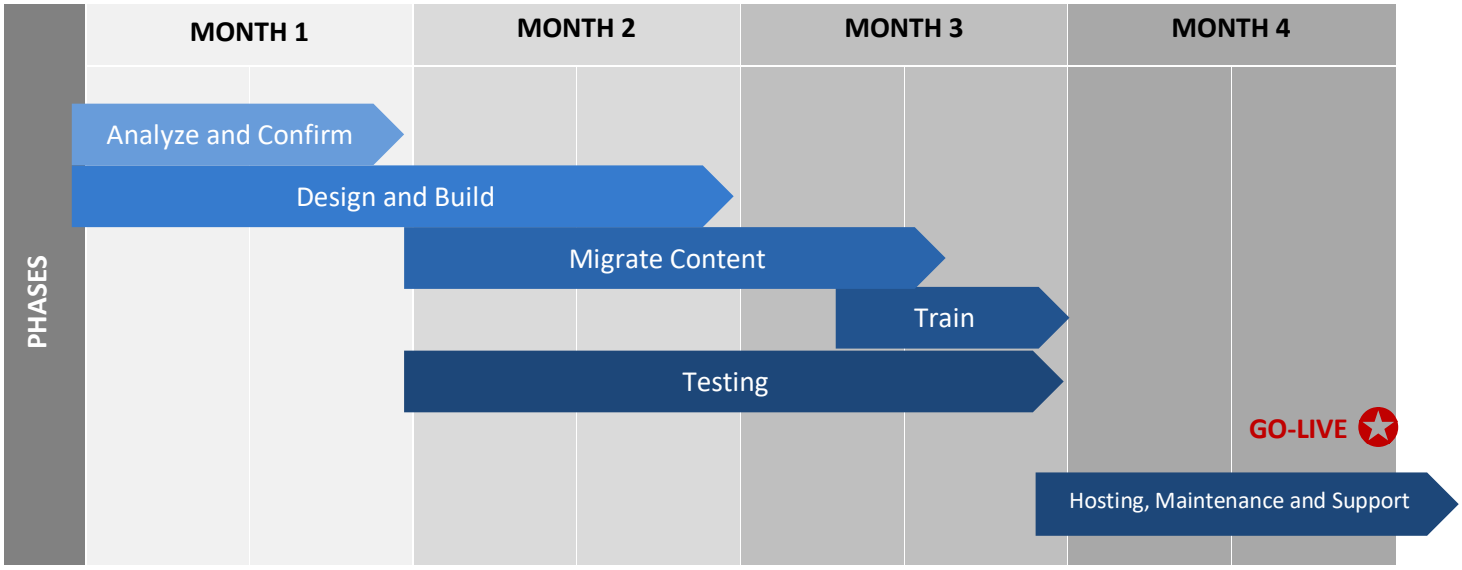
We will perform security upgrades and other optimizations during off-hours, typically between the hours of 12-3AM PST, if such work requires your meetings to be off-line. We will provide at least 14 days' notice for any non-emergency maintenance that requires down-time.

Our auto-monitoring software continually monitors performance and instantly alerts us when problems occur. We act as soon as possible and no later than two hours after problems are detected.

PROJECT TIMELINE AND APPROACH

The typical project takes from 3 to 7 months. The high-level timeline below is an approximation. We will finalize the schedule once we meet with you:

Project Timeline Sample



Client Responsibilities

The client's responsibility and the key to a smooth on-time deployment is providing the initial information and approving proofs quickly.

- ☑ The Client will make available to Municode relevant images, photos, logos, colors, and other branding material as well as an inventory of existing applications, websites, and content at the start of this effort. The Client will create new content copy as needed.
- ☑ The Client will assign a single point of contact for Municode to interact with that will be responsible for coordinating the schedules of other project stakeholders.
- ☑ The Client will review any deliverables requiring formal approval within 5 business days and return all comments/issues at or before those 5 days have elapsed.
- ☑ The Client will assign one person who will act as the "ultimate decision maker" in the case where consensus among the team cannot be reached.
- ☑ The Client must agree to applicable terms of services for Google related services such as Google Analytics and Google Maps to access those features. Municode is not responsible for Google's decisions related to discontinuing services or changing current APIs.

Project Phase Descriptions

Phase 1: Analyze and Confirm Requirements	Deliverables
Website Assessment: Municode will complete an analysis of your current website(s) to assess the existing navigation, features/functions, and quality of content.	⊙ Summary assessment sheet
Organizational Overview Inventory/Survey: Municode will provide an organizational overview document for you to complete as part of this assessment.	⊙ Organization Survey
Website Design Meeting: Municode will conduct a design meeting with a client-defined web advisory team. We recommend the advisory team be limited to a maximum of 6 members. This design meeting will allow the website advisory team to provide input regarding the overall design of the new website, including the site branding as well as high-level site navigation. This team will act as the initial review team for website design concepts. In addition, this team will act as the final review team for the website before it is approved for go-live.	⊙ Website design specification sheet (graphic design and information / navigation design)

Phase 2: Design and Build phase	Deliverables
Design Concept Creation and Approval (Custom Designs): Municode will complete home page design concepts for the Home Page and inner pages. These design concepts will incorporate all the graphical elements as well as the high-level sitemap. You will select a winning concept after going through a series of iterative design revision meetings. We allow for a total of 6 revisions.	⊙ Design concepts ⊙ Finalized design (Sketch, Figma, or Photoshop)
Website Setup, Configure, and Customization: Municode will create a fully functional website that includes the functional elements described in this proposal. As part of the website setup, Municode will finalize any remaining elements to the approved design and navigation.	⊙ Functional beta website with approved design ⊙ Content migration

Phase 3: Migrate Content

Deliverables

Content Finalization and Departmental Acceptance

Municode migrates initial content and your trained staff finalizes prior to go-live. See pricing section for specific number of included pages.

Meeting Agendas and Minutes: Client completes an excel template with information regarding each meeting plus corresponding files. Municode will then auto-import that content. Files must be provided with a standard naming convention to allow for auto parsing of date. (i.e. minutes_061516.pdf, etc.)

Standard Web Pages: A standard web page is defined as a page that contains a title, body text, and up to a total of 5 links, file attachments, or images. If you require migration of more complex pages, we can provide a custom quote.

Directory pages (Staff Directory, Projects, Commercial/Industrial Properties, Business Directory, Ordinances/Resolutions): Client completes manually or may request a custom quote. For custom quotes, client completes an excel template with directory data and Municode auto-imports directory content.

- Content creation and migration
- Departmental content 'signoff'

Phase 4: Staff Training

Deliverables

Staff Training

Throughout the development and after launch, our customers have access to training, resources and educational opportunities that help them thrive. Our initial training is offered to administrators and content contributors.

- On-site (if applicable)
- Web teleconference
- Videos and User guides

Phase 5: Testing

Deliverables

Municode Functional Testing

Municode will perform a series of tests across multiple browser and operating system versions to confirm site functionality. These tests will confirm proper functionality of all features documented in this proposal.

- Completing Testing Checklists

Acceptance Testing

Staff will review the website for completeness. Municode will have completed functional testing and cross-browser compatibility testing.

- Site acceptance by client

Go Live ✪

Deliverables

Go-Live

We will work with you to make the appropriate 'A' Record DNS entry changes to begin the process of propagating the new production web server IP address.

- Accepted Final Live Website

HOSTING, MAINTENANCE, AND CUSTOMER SUPPORT

Hosting

We provide first-class hosting services in a secure data center. We take cyber security seriously. Your website will be secure from multiple perspectives:

Data Center

We host your website in a secure data center. The data center is manned 24x7x365. Your website is maintained using firewalls, load balancers, multiple web application servers, and a database server. We apply security updates to the entire web server stack on a regular basis.

Data transmission

We guarantee up to 1 Terabyte of data transfer per month.

Redundant high-availability failover (optional):

We have the capability of providing premium hosting service levels by offering a mirrored copy of your site on a separate infrastructure and geographic location. We would need to talk through the required service levels and bandwidth to provide pricing for this item.

Web CMS software security

We apply security updates to your Drupal-based CMS whenever updates are posted. Your website is built on Drupal software that has the confidence of millions of websites in both the private sector and public sector, including whitehouse.gov, the City of Boston and the City of Los Angeles. Several built-in security mechanisms are in place to prevent cross-site scripting attacks.

Web transmission security

Your website is secured with SSL to encrypt transmission of data. We SSL-enable every page on your website for maximum security.

User authentication security

Our solution is configured with granular role-based permissions, and each user is required to login with a unique user id and password. We also offer a two-factor authentication option using Google Authenticate if that should be something you are interested in pursuing.

Data Backup

We back up your data in multiple geographic locations. We backup daily, weekly, monthly, and up to 7 years of annual data backups.

Guaranteed Uptime

Municode guarantee web server uptime of 99.95%. In the event this service level is not met within a given month, you will receive a credit for that month's service

Maintenance and Customer Support

24x7 Customer support:

We will provide you contact numbers to reach us 24x7x365 for catastrophic site issues. We will also be available from Monday to Friday 8AM-8PM EST via email and phone to handle routine website operation questions from staff.

Security upgrades:

Municode will apply security upgrades to your solution's core and contributed modules ensuring that your website stays secure. Municode will perform security upgrades and other web server and website optimizations during off-hours, typically between the hours of 9PM-3AM Pacific, if such work requires taking the website off-line. We will provide at least 14 days' notice for any non-emergency maintenance that requires down-time.

Site Monitoring and Site Recovery:

Municode will install auto-monitoring software routines that continually monitor website performance and alert us when problems occur. We will act as soon as possible and no later than two hours after problems are detected.

Free feature upgrades:

As we update our base Municode features, you receive those upgrades for FREE.

PROJECT COSTS

Design, Development, and Implementation Phase — $9,000

- Fully functional Municode CMS with all base features
- Responsive mobile-friendly website with **custom** design
- Free custom graphic colors / logo refresh every 4th year
- Content migration; up to 250 pages and 5 years meeting minutes
- Training: web teleconference, video, user guides

Annual Hosting, Maintenance, and Customer Support — $1,800 / year

- 80GB disk space and up to 1 terabyte data transfer per month
- 99.95% up-time guarantee, telephone support 8AM-8PM Eastern
- Email support with one-hour response time during working hours
- Emergency 24x7 support
- Up to 3 hours' webinar refresher trainings per year

Total Year 1 Costs — $10,800

Select Additional Website Options

☐ Email Subscriptions / Notifications	$600 per year
☐ Projects Directory	$200 per year
☐ Parks and Trails Directory	$200 per year
☐ Property Listings (Commercial/Industrial)	$200 per year
☐ Facility Reservations	$1500 setup + $900 per year
☐ Business Directory	$750 setup + $600 per year
☐ Specialty sub-site graphic designs	$3500 + $600 per year (per design)
☐ Additional on-site visits (training, consultation, etc.)	$1500 day 1, $1000 per day (days 2+)
☐ Custom Feature Development	$150 per hour or fixed bid quote
☐ Policies and Procedures Management	ask for quote

PAYMENT SCHEDULE

Option B: 4-year Interest-free Payment Schedule

- Year 1
  - at time of contract signature
    - Project payment 1 of 4 $2,250
    - Annual website hosting/support $1,800
    - **Total year 1** **$4,050**
- Year 2
  - one year from contract signature
    - Project payment 2 of 4 $2,250
    - Annual website hosting/support $1,800
    - **Total year 2** **$4,050**
- Year 3
  - two years from contract signature
    - Project payment 3 of 4 $2,250
    - Annual website hosting/support $1,800
    - **Total year 3** **$4,050**
- Year 4
  - three years from contract signature
    - Project payment 4 of 4 $2,250
    - Annual website hosting/support $1,800
    - **Total year 4** **$4,050**

Notes

- Four-year commitment required.
- Guaranteed pricing. Hosting and Support fees will not increase for first four years.
- Payment schedule will be adjusted accordingly based on selected optional features.
- Annual hosting and support fees starting year five will increase according to the previous year-ending *Consumer Price Index (CPI) for All Urban Consumers.*

SERVICES AGREEMENT

This agreement (“AGREEMENT”) is entered between The Village of Poplar Grove, Illinois (“CLIENT”) and Municipal Code Corporation (“CONSULTANT”).

1. Term of AGREEMENT. This AGREEMENT shall commence effective the date signed by the CLIENT. This AGREEMENT shall terminate upon the CLIENT's providing CONSULTANT with sixty (60) days' advance written notice.

2. Compensation. It is understood and agreed by and between the parties hereto, that the CLIENT shall pay the CONSULTANT for services based on the payment schedule provided as set forth in the section marked “Payment Schedule”. Payment will be made to CONSULTANT within thirty (30) days of the receipt of approved invoices for services rendered.

3. Scope of Services. CONSULTANT’s services under this AGREEMENT shall consist of services as detailed in the attached proposal including appendices (“SERVICES”). SERVICES may be amended or modified upon the mutual written AGREEMENT of the parties.

4. Integration. This AGREEMENT, along with the SERVICES to be performed contain the entire agreement between and among the parties, integrate all the terms and conditions mentioned herein or incidental hereto, and supersede all prior written or oral discussions or agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof.

5. Warranty. CONSULTANT warrants that any services provided hereunder will be performed in a professional and workmanlike manner and the functionality of the services will not be materially decreased during the term.

6. Liability. CONSULTANT’s total liability arising out of any acts, omissions, errors, events, or default of CONSULTANT and/or any of its employees or contractors shall be limited by the provisions of the AGREEMENT and further limited to a maximum amount equal to the fees received by CONSULTANT from CLIENT under this AGREEMENT.

7. Termination. This AGREEMENT shall terminate upon the CLIENT's providing CONSULTANT with sixty (60) days' advance written notice. In the event the AGREEMENT is terminated by the CLIENT's issuance of said written notice of intent to terminate, the CONSULTANT shall pay CLIENT a pro-rated refund of any prepaid service fees (for the period from the date of the termination through to the end of the term). If, however, CONSULTANT has substantially or materially breached the standards and terms of this AGREEMENT, the CLIENT shall have any remedy or right of set-off available at law and equity.

8. Independent Contractor. CONSULTANT is an independent contractor. Notwithstanding any provision appearing in this AGREEMENT, all personnel assigned by CONSULTANT to perform services under the terms of this AGREEMENT shall be employees or agents of CONSULTANT for all purposes. CONSULTANT shall make no representation that it is the employee of the CLIENT for any purposes.

9. Confidentiality. (a) Confidential Information. For purposes of this AGREEMENT, the term "Confidential Information" means all information that is not generally known by the public and that: is obtained by CONSULTANT from CLIENT, or that is learned, discovered, developed, conceived, originated, or prepared by CONSULTANT during the process of performing this AGREEMENT, and relates directly to the business or assets of CLIENT. The term "Confidential Information" shall include, but shall not be limited to: inventions, discoveries, trade secrets, and know-how; computer software code, designs, routines, algorithms, and structures; product information; research and development information; lists of clients and other information relating thereto; financial data and information; business plans and processes; and any other information of CLIENT that CLIENT informs CONSULTANT, or that CONSULTANT should know by virtue of its position, is to be kept confidential.

(b) Obligation of Confidentiality. During the term of this AGREEMENT, and always thereafter, CONSULTANT agrees that it will not disclose to others, use for its own benefit or for the benefit of anyone other than CLIENT, or otherwise appropriate or copy, any Confidential Information except as required in the performance of its obligations to CLIENT hereunder. The obligations of CONSULTANT under this paragraph shall not apply to any information that becomes public knowledge through no fault of CONSULTANT.

10. Assignment. Neither party may assign or subcontract its rights or obligations under this AGREEMENT without prior written consent of the other party, which shall not be unreasonably withheld. Notwithstanding the foregoing, either party may assign this AGREEMENT in its entirety, without consent of the other party, in connection with a merger, acquisition, corporate reorganization, or sale of its assets.

11. Cooperative Purchasing. CONSULTANT and CLIENT agree that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without CONSULTANT or CLIENT incurring any financial or legal liability for such purchases.

12. Governing Law. This AGREEMENT shall be governed and construed in accordance with the laws of the State of Illinois without resort to any jurisdiction's conflicts of law, rules, or doctrines.

Submitted by:

Municipal Code Corporation

By: Brian Gilday

Title: Brian Gilday - President, Website Division

Accepted by:

By: _____

Title: _____

Date: _____

REVISED SERVICE AGREEMENT

Four Seasons Amusements
412 W. Belden Avenue
Addison, IL 60101
www.FourSeasonsAmusements.com
(630) 628-9696, MariaS@FourSeasonsAmusements.com

Date: 5/1/20
FS POPLAR 1

Purchaser of Services: Village of Poplar Grove
Attn: Katie Jaster, Cell #:_____
200 N. Hill Street
Poplar Grove, IL 61065
(815) 765.3201, kjaster@villageofpoplargrove.com

Type of Entertainment:
1 State Fair Super Slide inc. Attendant $1,995.00
Trailer Delivery Charge 195.00

Performance Date: **Saturday, June 12, 2021**
Performance Time: 1 pm TIL 5 pm

Performance Location: Village of Poplar Grove
200 N. Hill Street
Poplar Grove, IL 61065

Onsite Contact Person: Mitch Hilden
Cell #: 815-742-0418

Directions: Take 90 West and Take the Belvidere-Genoa Rd exit, EXIT 25. Merge onto Genoa Rd/County Hwy-4 going North. Turn left onto Lawrenceville Rd. Turn right onto Poplar Grove Rd. Turn left onto W Park St. Take the 2nd right onto Hill St. 1hr 8min, 66.5 miles

Special Instructions:

- Purchaser of services will provide drive-in accessibility for slide setup.
- Purchaser of services is responsible for any damage, theft, and/or loss of equipment.

Total Price: $2,190.00 ($2,296.22 via credit card)
Non-Refundable Deposit: $1,095.00……Payment RECEIVED, #25723, THANK YOU!
Balance Due Day of Event Upon Setup: $1,095.00

The purchaser whose signature appears on this service agreement shall remain responsible for payment. S/he has read and understands the terms of this contract and will forward questions and/or concerns to (630) 628-9696 prior to signing this agreement. Extraordinary or unusual circumstances shall not affect the amount due. Purchaser agrees (by signing this service agreement) that a 4.85% service fee will automatically be added to Invoices paid by Credit Card. **THIS SERVICE AGREEMENT IS NOT CANCELLABLE!!!! ALL PAYMENTS ARE NON-REFUNDABLE!!! NO RAIN DATES!! IF WE DO NOT RECEIVE THIS SERVICE AGREEMENT SIGNED WITH THE REQUIRED PAYMENT BY THE DATE BELOW, THIS SERVICE AGREEMENT WILL BE NULL AND VOID.**

SERVICE AGREEMENT RELEASE AND ASSUMPTION OF RISKS

ASSUMPTION OF RISKS: I understand and acknowledge that the activity to be engaged in through my rental of an interactive amusement game(s) and/or other amusement equipment brings with it both known and unanticipated risks to my guests, my invitees and myself. Those risks include but are not limited to falling, slipping, crashing and colliding and could result in injury, illness, disease, emotional distress, death and/or property damage to myself or my guests and invitees.

LIABILITY RELEASE: I voluntarily release, hold harmless and discharge Addison All Sports Company, Inc. dba Four Seasons Amusements (hereinafter referred to as "AASC"), from any and all liability, claims, demands actions or rights of actions, whether personal to me or a third party which are related to, arise out of or are in any way connected with my rental of the interactive inflatable unit including those allegedly attributable to negligent acts or omissions. I agree to reimburse any reasonable attorney's fees and costs which may be incurred by AASC in the defense of any such liability claim, demand, action or right of action.

In the event that I file cause of action against AASC, I agree to do solely in the state of Illinois, and I further agree that the substantive law of that state shall apply in that action without regard to the conflict of law rules of that state. I agree that if any portion of this service agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect.

I acknowledge that I have adequate homeowner's insurance, tenant insurance, or other liability insurance to cover any bodily injury or property damage which might occur to myself, my guests, or my invitees from the use of the unit I am renting or else I agree to bear the costs of such injury or damage myself.

RULES: Purchaser agrees to supervise both the equipment and its use at all time said equipment is in the possession of the purchaser.

I acknowledge and certify that I have had sufficient opportunity to read this entire document, that I understand its content and that I execute it freely, intelligently and without duress of any kind and agree to be bound by its terms.

Please sign and return one copy of this service agreement by: 9/1/20

PURCHASER SIGNATURE_____ DATE _____

[Please provide a hand-written signature, as e-signatures are not accepted]

NAME (PLEASE PRINT)_____

THANK YOU FOR CHOOSING FOUR SEASONS AMUSEMENTS!!!

Celebrating Over 45 Years of Outstanding Service!!!

WE APPRECIATE YOUR BUSINESS!!!

Zoos Are Us Inc.
Policies and Preparations Contract Part 2

General

1) Please have parking and permit arrangements made prior to arrival. Space will be needed for a vehicle and up to a 32 foot trailer. Parking fees are the responsibility of the contract holder.
2) Patrons may be charged to participate in your activity if you choose to do so. Please have a responsible party collecting these fees.
3) Signage indicating cost or sponsorship for the event is welcome, but will not be handled by Zoos Are Us Inc.
4) Zoos Are Us Inc. reserves the right to prohibit admission to all activities.
5) The date and time you have requested is NOT guaranteed until both a deposit and signed contract has been received.
6) Gratuity is not included in our fees.

Payment / Cancellation

1) Payments will be accepted via Cash, Major Credit Cards, or Corporate Check Only. Sorry no personal checks will be accepted.
2) Deposits are non-refundable. A 50% deposit is required to secure your booking.
3) In case of SEVERE weather, and cancellation is necessary, we must be notified in NO LESS than three hours prior to the event in order to receive a refund of your deposit.

Zoo

1) Please ensure an easy access route for our truck and trailer for set-up purposes. Please note a $100 additional fee will apply if animals must be carried to the area provided.
2) A site map including access route and set up area provided ahead of time would be helpful, however this is not necessary for events held at private residences.
3) Zoos Are Us Inc. staff will arrive approx. ½ hour prior to the start time of your event for set-up purposes only.
4) Access to a convenient water source, if water is unavailable please notify us prior to the event.

Ponies

1) Breaks will be given to all ponies when needed.
2) For the safety of all patrons, please let us know in advance if special events like fireworks or fire trucks with Santa will be arriving at your event.
3) Zoos Are Us Inc. staff will arrive approx. ½ hour prior to the start time of your event for set-up purposes only.
5) For the safety of our animals, there is an 80 pound weight limit per pony. If this presents a problem please contact us in advance to reserve a pony with a 125 pound weight limit.
6) A level surface is required for both the Zoo and Pony Wheel

Exotic Show

1) Exotic Shows scheduled for outdoors require a temperature of no less than 65 degrees, or above 90 degrees- Please have indoor arrangements made if this may be an issue.
2) Zoos Are Us Inc. staff will arrive approx.. ½ hour prior to the start time of your event for set-up purposes only.

Reindeer Displays

1) Zoos Are Us Inc. staff will arrive approx.. ½ hour prior to the start time of your event for set-up purposes only.

TO BE COMPLETED BY EVENT COORDINATOR:

Area that is to be used for set-up
Please check one
GRASS_____
ASPHALT/CONCRETE____
INDOORS_____

Feed Options (All monies received are property of Zoos R US Inc.)
Feed Sales by the Cup___ (Customers will incur additional fee of $2)
Feed Sales in Bulk____ (Additional fee incurred by contract holder)
15lb___ $40.00 25lb___ $75.00 50lb___ $125.00 100lb___$200.00

Please note Zoos Are Us Inc. is NOT responsible for damage to lawn and landscaping at or near set-up areas made by either animals or truck and trailers.

My signature below indicates I have read and understand fully the policies and preparations outlined above and on part one of the contract.
Signature_____ Date_____

Zoos Are Us Inc.
Payment Preference

Payment
Payment Method (Check one):
Cash:_____
Corporate Check_____ (Make Checks payable to Zoos Are Us, Inc.)
Credit Card_____

If you would like to pay by credit card please fill out the following:
Card Number:_____
Exp. Date____/____ Sec. Code_____ Billing Zip Code_____
Card Holder Signature_____
Billing Address _____

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Zoos Are Us, Inc.

2 Business name/disregarded entity name, if different from above
A Zoo to You

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
16809 Church Road

Requester's name and address (optional)

6 City, state, and ZIP code
Huntley, IL 60142

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

or

Employer identification number
8 1 - 4 2 1 8 6 1 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person ▶** [signature] **Date ▶** 6/4/19

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholdi*later.*

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/08/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33706-4814	**CONTACT NAME:** **PHONE (A/C, No, Ext):** **FAX (A/C, No):** **E-MAIL ADDRESS:**
	INSURER(S) AFFORDING COVERAGE / **NAIC #** **INSURER A :** T.H.E. Insurance Company / 12866
INSURED Zoos Are Us, Inc. DBA: A Zoo To You 102 Sponable Street Marengo IL 60152	**INSURER B :** **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			CPP0105916-02	10/27/2018	10/27/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 100,000 $ Not Covered $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	**AUTOMOBILE LIABILITY** [ ] ANY AUTO [ ] OWNED AUTOS ONLY [X] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			CPP0105916-02	01/17/2019	10/27/2019	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
A	[ ] **UMBRELLA LIAB** [X] OCCUR [X] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			ELP0012985-00	02/08/2019	10/27/2019	EACH OCCURRENCE AGGREGATE 	$ 2,000,000 $ 2,000,000 $
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WCP0005367-003	04/01/2019	04/01/2020	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance

CERTIFICATE HOLDER	**CANCELLATION**
For Informational purpose only	**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.** **AUTHORIZED REPRESENTATIVE** Carol A Serra

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10.

USDA

United States Department of Agriculture

Marketing and Regulatory Programs

Animal and Plant Health Inspection Service

Animal Care

EXPIRATION DATE: DECEMBER 22, 2019

This is to certify that

ZOOS ARE US INC

is a licensed under the

CLASS C EXHIBITOR

Animal Welfare Act

(7 U.S.C. 2131 et seq.)

Certificate No. 33-C-0499

Customer No. 500836

Deputy Administrator

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APHIS FORM 7007 (NOV 99) *Previous editions are obsolete.*

Zoos Are Us, Inc.
16809 Church Rd.
Huntley, IL 60142
(815) 568-9052
azootoyou2@gmail.com
www.zoosareus.com

INVOICE 1980

DATE 10/18/2019 **TERMS** Due on receipt

BILL TO
Carina Boyd
Village of Poplar Grove
200 N Hill St
Poplar Grove, IL 61065
United States

PHONE #	EMAIL	DAY OF EVENT PHONE #
815-765-3201	treasurer@villageofpoplargrove.	815-847-9710

DATE	DESCRIPTION	QTY	RATE	AMOUNT
06/12/2021	**Petting Zoo Large Zoo** Large Zoo includes 20-25 animals, Including goats, sheep, ducks, chickens, bunnies, a mini donkey, a llama and a calf. A Zoo to You will provide an enclosure of 24 x 24 ft., a canopy for the animals (if needed) and antibacterial hand sanitizer. Includes 2 Zookeepers.	1	574.50	574.50
06/12/2021	**Travel Fee**	1	30.00	30.00
06/12/2021	**Bulk Feed 25ibs**	1	75.00	75.00

PAID

1PM to 5PM

PAYMENT 679.50

if deposit is paid by 12/31/19 then receive 5% off your balance, new total would be $717.25. If paid in full by 12/31/19 then receive 10% off your total balance, new total would be $679.50. If neither is paid, then the above invoice amount applies.

Paid in full via Check# 025557 $679.50 12/23/19

Rescheduled due to Covid19 4/29/20

TOTAL DUE $0.00

All animal clean-up will be provided by Zoos R Us Inc. -$35 fee will apply for each additionally insured needed.
The above mentioned items will be provided for the fee listed. A 50% non-refundable deposit and signed contract is required to hold the scheduled date and time for your event.
Event Coordinator Signature_____Date_____

23068

MELROSE PYROTECHNICS, INC.

AGREEMENT

This contract entered into this 13th Day of February AD 2020 by and between MELROSE PYROTECHNICS, INC. of Kingsbury, Indiana and Village of Poplar Grove (CUSTOMER) of Poplar Grove State of Illinois.

WITNESSETH: Melrose Pyrotechnics, Inc. for and in consideration of the terms hereinafter mentioned, agrees to furnish to the Customer One (1) 15 minute pyromusical fireworks display - computer choreographed ("Fireworks Display(s)") as set forth herein, including the services of our Operator to coordinate, take charge of and fire the Fireworks Display, under the supervision and direction of the Customer. The Fireworks Display is to be given at 200 N. Hill St., Poplar Grove, IL 61065 on the evening of June 13, 2020 after sunset(Customer Initial_____), weather permitting, it being understood that should inclement weather prevent the giving of this Fireworks Display on the date mentioned above, the parties shall agree to a mutually convenient alternate date, within six (6) months of the original display date. If the show is rescheduled prior to our truck leaving our facility, Customer shall remit to Melrose Pyrotechnics, Inc. an additional 15% of the total Contract Price (as defined below) for additional expenses in presenting the display on an alternate date. If the show is rescheduled after our trucks leave our facility, Customer shall remit to Melrose Pyrotechnics, Inc. an additional 40% of the total Contract Price for additional expenses incurred. The determination to cancel the show because of inclement or unsafe weather conditions shall rest within the sole discretion of Melrose Pyrotechnics, Inc. In the event the Customer does not choose to reschedule another date or cannot agree to a mutually convenient date, Melrose Pyrotechnics, Inc. shall be entitled to 50% of the Contract Price for costs, damages and expenses. If the Fireworks Display is canceled by Customer prior to the display, Customer shall be responsible for and shall pay to Melrose Pyrotechnics, Inc. on demand, all Melrose Pyrotechnics Inc.'s out of pocket expenses incurred in preparation for the show including, but not limited to, material purchases, preparation and design costs, deposits, licenses and employee charges.

MELROSE PYROTECHNICS, INC. agrees to furnish all necessary Fireworks Display materials and personnel for the Fireworks Display in accordance with the program approved by the parties. Melrose Pyrotechnics shall conduct the Fireworks Display in accordance with good and sound fireworks display industry standards and in accordance with any and all applicable laws, ordinances, rules and regulations. Quantities and varieties of products in the program are approximate. After final design of the Fireworks Display, exact specifications will be supplied by Melrose Pyrotechnics to the Customer within 3 days of completion of final design for review and approval.. Should this display require any Union related costs; their fees are not included in this agreement.

$10,000.00 (Ten thousand and 00/100 dollars) as of 5/11/2020

It is further agreed and understood that the CUSTOMER is to pay MELROSE PYROTECHNICS, INC. the sum of ~~Seven Thousand Five Hundred Dollars and 00/100 ($7,500.00)~~ for the Fireworks Display ("Contract Price"). A service fee of 1 ½ % per month shall be added, if account is not paid within 30 days of the show date.

MELROSE PYROTECHNICS, INC. will obtain and maintain during the term of this contract, Public Liability and Property Damage Insurance and Workers Compensation Insurance, naming the Customer as an additional insured. Further, any other entities/individuals who are listed on the certificate of insurance will be deemed an additional insured on our liability policy.

CUSTOMER will provide the following items:

(a) Sufficient area for the display, including a minimum spectator set back of 350 feet at all points from the discharge area. Melrose Pyrotechnics will work with Customer and provide guidance as to the area needed for the display, location of fallout area, and minimum spectator setback so as to ensure safety. It is currently contemplated that the Fireworks Display will be conducted at 200 N. Hill Street, Poplar Grove, IL.
(b) Protection of the display area by roping-off or similar facility.
(c) Adequate police protection to prevent spectators from entering display area.
(d) Search of the fallout area at first light following a nighttime display.

It is further agreed and mutually understood that nothing in this contract shall be construed or interpreted to mean a partnership, both parties being hereto responsible for their separate and individual debts and obligations and neither party shall be responsible for any agreements not stipulated in this contract. The parties hereto agree that if either party incurs any costs associated with enforcement of any terms of this contract, that the prevailing party shall be entitled to recover such costs from the non-prevailing party including, but not limited to, any and all collection costs, including reasonable attorney's fees and court costs.

The parties hereto do mutually and severally guarantee terms, conditions, and payments of this contract, these articles to be binding upon the parties, themselves, their heirs, executors, administrators, successors and assigns.

MELROSE PYROTECHNICS, INC.

By _____

CUSTOMER

By _____

Its duly authorized agent, who represents he/she has full authority to bind the customer.

Date Signed: **February 12, 2020**

Brian Jesse - Event Producer
P.O. Box 302, 1 Kingsbury Industrial Park
Kingsbury, IN 46345
(800) 771-7976

Date Signed 2/19/2020
(PLEASE TYPE OR PRINT)
Name Owen Costanzo
Address 200 N. Hill Street
Poplar Grove, IL 61065
Phone 815-765-3201
Email President@villageofpoplargrove.com

5/11/22