



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, May 13, 2026 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

- [1.](#) Motion to discuss/approve Board of Trustees Meeting Minutes from April 22, 2026.
- [2.](#) Motion to discuss/approve Special Board of Trustees Meeting Minutes from April 22, 2026.

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.*

UNFINISHED BUSINESS

- [3.](#) Motion to discuss/approve **Resolution 2026-22**, a resolution of the Village of Poplar Grove, Illinois, authorizing the Village President to execute an agreement with Tilford Towing and Recovery, LLC for towing and disposal services of abandoned and/or inoperable motor vehicles, including vehicles improperly parked during periods of snow emergency within the Village.

4. Motion to discuss/approve **Resolution 2026-20**, a resolution of the Village of Poplar Grove, Illinois, approving and authorizing the Village President to execute an agreement with Poplar Grove Lions Charities Inc., a/k/a the Poplar Grove Lions Club, for the cooperative development of Village-owned property.
5. Motion to discuss 101 N. State Street Easement (Vet Park/Jilly Bean).

NEW BUSINESS

6. Motion to discuss the Boone County Highway Bike Lane Project in the amount of 87,407.70, with a presentation from Boone County Engineer Justin Krohn.
7. Motion to discuss/approve **Resolution 2026-21**, a resolution of the Village of Poplar Grove, Illinois, authorizing the Village to enter into an intergovernmental agreement with Boone County for animal control services.
8. Motion to discuss/approve check disbursement for payments scheduled to be paid April 28, 2026, in the amount of \$2,500 in AP checks.
9. Motion to discuss/approve check disbursement for payments scheduled to be paid on May 14, 2026, in the amount of \$106,539.79 in AP checks, \$37,074.24 in EFTs, estimated payroll of \$43,098.56, and insurance in the amount of 14,685.42 for a total of \$201,398.01.
10. Motion to discuss/approve **Ordinance 2026-12**, an ordinance amending Title VI "Public Ways," Chapter 2 "Combined Waterworks and Sewerage Systems," Section 6-2-4-4 of the Code of Ordinances for the Village of Poplar Grove to correct an error in Ordinance 2026-08.
11. Motion to discuss/approve Offer letter for David Howe as Public Works Director.
12. Motion to discuss/approve the offer letter to Katie Jaster as Deputy Clerk/Community Development Coordinator.
13. Motion to discuss/approve offer letter to Renee Lampe as Customer Service/Utility Billing Specialist.
14. Motion to discuss Pitney Bowes Relay 5000 Inserting System.
15. Motion to discuss the purchase of the Toshiba estudio 6527acAC copy machine.
16. Motion to discuss/approve **Resolution 2026-22**, a resolution of the Village of Poplar Grove, Illinois, approving the purchase of a 2026 Ram 1500 Express truck from Sam Leman Auto Group.

GOOD OF THE VILLAGE

Board of Trustees Meeting - May 27, 2026 - 7:00 pm

Village Hall Closed May 25, 2026, for Memorial Day

Planning and Zoning Meeting - June 9, 2026 – 6:00 pm

Board of Trustees Meeting - June 10, 2026 - 7:00 pm

12th Annual Neighbors Fest - June 13, 2026 - 4:00 pm - 9:00 pm

Board of Trustees Meeting - June 24, 2026 - 7:00 pm

Village Hall Closed June 3, 2026, for 4th of July

Board of Trustees Meeting - June 24, 2026 - 7:00 pm

Village Hall Closed June 3, 2026, for 4th of July

EXECUTIVE SESSION

17. Motion to go into executive session pursuant to 5 ILCS 120/2(c) (1) Personnel - The appointment, employment compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body.

ADJOURNMENT (Voice Vote)

KJM 05/08/2026



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, April 22, 2026 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

The meeting was called to order at President Richardson at 7:00 pm

ROLL CALL

PRESENT

President Kristi Richardson
Admin Chairman Owen Costanza
Finance Chairman Jeff Goings
Trustee David Allgood
Trustee Dan Cheek
Trustee Sinae Hubbard
Trustee Mark Vance
Clerk Karri Miller
Attorney Laura Goding
Building Official Ken Garrett
Engineer Chris Dopkins
Waste Water Director Ion Steer
Public Works Director David Howe

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

None

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Hubbard, Seconded by Trustee Vance. Motion passed via voice vote.

APPROVAL OF MINUTES (Voice Vote)

- 1. Motion to discuss/approve Public Hearing Minutes from April 8, 2026
Motion made by Finance Chairman Goings, Seconded by Trustee Cheek. The motion passed via voice vote.
- 2. Motion to discuss/approve Board of Trustees Meeting Minutes from April 08, 2026.
Motion made by Trustee Allgood, Seconded by Admin Chairman Costanza. Motion passed via 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.*

None

DEPARTMENT REPORTS

- 3. Collector, Miller
- 4. Public Works, Howe
No questions
- 5. Wastewater, Test
No questions
- 6. Engineer, McMahon

UNFINISHED BUSINESS

- 7. Motion to discuss/approve **Resolution 2026-20**, a resolution of the Village of Poplar Grove, Illinois, approving a lease agreement with Aaron Eckberg for the property located at 111 Park Street, Poplar Grove, Illinois 61065.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard, to amend the address to read 111 Park Street. Motion passed via voice vote.
- 8. Motion to discuss/approve **Resolution 2026-21**, a resolution of the Village of Poplar Grove, Illinois, approving the Employee Handbook.
Motion made by Trustee Cheek, Seconded by Trustee Vance.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
- 9. Motion to discuss/approve Resolution 2026-22, a resolution of the Village of Poplar Grove, Illinois, authorizing and approving a Menards rebate policy.
Motion made by Trustee Vance, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
- 10. Motion to discuss/approve **Ordinance 2026-10**, the Appropriation Ordinance of the Village of Poplar Grove, Boone County, Illinois.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

11. Motion to discuss/approve **Ordinance 2026-11**, an ordinance amending Title IX “Subdivision Control,” Chapter 3 “Procedures and Requirements,” Section 9-3-5 “Completion and Maintenance of Improvements,” of the Code of Ordinances for the Village of Poplar Grove.
Motion made by Trustee Cheek, Seconded by Trustee Vance.
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard to lay over until May 13, 2026. Motion passed via voice vote.
12. Motion to discuss/approve Driveway Easement for 101 N. State Street
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to amend the insurance clause.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance.
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance to approve as amended.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

13. Motion to discuss/approve check disbursement for payments scheduled to be paid April 23, 2026, in the amount of \$48,625.12 in AP checks, \$35,253.72 in EFTs, and estimated payroll of \$21,137.44 for a total of \$105,016.28.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
14. Motion to discuss increasing the number of chickens allowed in the Village of Poplar Grove from 6 to 10.
Motion made by Finance Chairman Goings, Seconded by Trustee Allgood.
Discussion only
15. Motion to discuss/approve **Resolution 2026-19**, a resolution of the Village of Poplar Grove adopting IDOT’s MFT audit for years 2012–2022 and authorizing signatures on supplemental resolutions and expenditure statements.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
16. Motion to discuss/approve **Resolution 2026-18**, a resolution of the Village of Poplar Grove authorizing the Village to enter into a professional services agreement for design and construction engineering services for the 2026 Pavement Maintenance Program.
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

GOOD OF THE VILLAGE

Board of Trustees Meeting - May 13, 2026 - 7:00 pm

Board of Trustees Meeting - May 27, 2026 - 7:00 pm
 Village Hall Closed May 25, 2026, for Memorial Day
 Frontier and Surf Internet will be performing utility work throughout the Village starting in April. Signs will be posted. Look to social media and our website for details once the work begins.

EXECUTIVE SESSION

17. Motion to go into executive session pursuant to 5 ILCS 120/2(c) (1) Personnel - The appointment, employment compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body, 5 ILCS 120/2(c)(11) Pending Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.
 Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to go into executive session.
 Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 Went into executive session at 7:52 pm
 Motion made by Trustee Allgood, Seconded by Finance Chairman Goings to go back into open session.
 Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 came out of executive session at 8:17 pm
PRESENT
 President Kristi Richardson
 Admin Chairman Owen Costanza
 Finance Chairman Jeff Goings
 Trustee David Allgood
 Trustee Dan Cheek
 Trustee Sinae Hubbard
 Trustee Mark Vance
 Clerk Karri Miller
 Attorney Laura Goding

ADJOURNMENT (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard. Motion passed via voice vote.
 The meeting adjourned at 8:18 pm



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

SPECIAL VILLAGE BOARD OF TRUSTEES

Wednesday, April 22, 2026 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

The meeting was called to order at 6:30 pm by President Richardson

ROLL CALL

PRESENT

President Kristi Richardson

Admin Chairman Owen Costanza at 6:34 pm

Finance Chairman Jeff Goings at 6:32 pm

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Clerk Karri Miller

Attorney Laura Goding

Building Official Ken Garrett

ABSENT

Trustee Mark Vance

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

None

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Allgood, Seconded by Trustee Cheek. Motion passed via 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.*

None

UNFINISHED BUSINESS

1. Hearing on The Grove appeal of Building Code
Motion made by Trustee Hubbard, Seconded by Trustee Cheek to open the hearing.
Hearing opened at 6:34pm
Motion made by Trustee Allgood, Seconded by Trustee Hubbard to approve the applicant's request to withdraw the appeal. Motion was passed via voice vote.

ADJOURNMENT (Voice Vote)

Motion made by Trustee Allgood, Seconded by Finance Chairman Goings. Motion was passed via voice vote.

The meeting adjourned at 6:41 pm

RESOLUTION NUMBER: 2026-22

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH TILFORD TOWING AND RECOVERY, LLC FOR TOWING AND DISPOSAL SERVICES OF ABANDONED AND/OR INOPERABLE MOTOR VEHICLES, INCLUDING VEHICLES IMPROPERLY PARKED DURING PERIODS OF SNOW EMERGENCY WITHIN THE VILLAGE

WHEREAS, the Village of Poplar Grove (the “Village”) released a Request for Proposals for qualified operators to provide towing and disposal services of abandoned and/or inoperable vehicles in the Village, including vehicles improperly parked during periods of snow emergency; and

WHEREAS, the Village has received a response from Tilford Towing and Recovery, LLC (“Tilford”), a business that provides the towing and disposal services needed by the Village; and

WHEREAS, the Village desires to engage the services of Tilford for the towing, disposal, and storage of abandoned or inoperable vehicles in the Village, including vehicles improperly parked during periods of snow emergency; and

WHEREAS, the Village and Tilford desire to enter into an Agreement establishing the scope of services and related terms and conditions between the parties and that Agreement is attached hereto as Exhibit A and incorporated herein (“Agreement”); and

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

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby accepts and approves the Agreement with Tilford Towing and Recovery, LLC attached hereto as Exhibit A, or agreements in substantially similar form.
3. The Village President and Village Clerk are hereby authorized to execute and attest the Agreement.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- AGREEMENT

TOWING AGREEMENT

THIS AGREEMENT, MADE AS OF THIS ____ day of May by and between the Village of Poplar Grove, Illinois, an Illinois Municipal Corporation, (hereinafter called the "Village") and Tilford's Towing and Recovery, LLC (hereinafter called the "Contractor"), is an AGREEMENT for towing and disposal services of abandoned and/or inoperable vehicles in the Village, including vehicles improperly parked during periods of snow emergency, effective June 1, 2026 through April 30, 2029.

NOW, THEREFORE, the Village and the Contractor in consideration of the mutual covenants hereinafter set forth agree as follows:

SECTION 1 - SERVICES OF THE CONTRACTOR

- 1.1 The Contractor agrees to perform towing and disposal services as hereinafter stated.
- 1.2 The Contractor will serve as the Village's professional representative during tows to which this Agreement applies and will give consultation to the Village during the performance of his services.
- 1.3 The scope of work is defined in the attached response to Request for Proposals dated April 9, 2026.
- 1.4 The Contractor will agree to use the best professional judgment in the course of the work. Deviations from RFP and other standards shall be called to the attention of the Village's representative.

SECTION 2 - THE VILLAGE'S RESPONSIBILITIES

The Village will:

- 2.1 Provide full information as to the requirements for the Project.
- 2.2 Designate in writing a person to act as the Village's representative with respect to the work to be performed under this Agreement; and such person shall have complete authority to transmit instructions, receive information, interpret and define the Village's policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this Agreement.
- 2.3 Guarantee access to and make all provisions for the Contractor to enter upon public lands as required for the Contractor to perform his work under this Agreement.
- 2.4 Examine all studies, reports and other documents presented by the Contractor and shall render decisions pertaining thereto so as not to delay the work of the Contractor.
- 2.5 Obtain approval of all governmental authorities having jurisdiction and such approvals and consents from such other individuals or bodies as may be necessary for completion of the Project.

SECTION 3- RATES AND RESPONSE TIME

3.1 Standard Vehicle Rates

Vehicle/Service	Rate
Passenger Cars/Light-duty Vehicles	\$225.00 per unit
Storage- Passenger Cars/Light-duty Vehicles	\$100.00 per day
Vehicles 10,000 lbs-40,000 lbs	\$550.00 per unit
Vehicles over 40,000 lbs	\$750.00 per unit
Storage- Medium/Heavy-Duty Vehicles	\$200.00 per unit, per day

3.2 Response Time

The maximum response times for tows shall be approximately 60 minutes. The response time set forth herein is an approximate estimate and not a guaranteed deadline; provided, however, that Contractor shall promptly notify the Village of any circumstances reasonably expected to result in a material or unreasonable delay in response time.

SECTION 4 – INSURANCE

4.1 Insurance Requirements

At the Contractor's expense, the Contractor shall secure and maintain in effect throughout the duration of this contract, insurance of the following kinds and limits. The Contractor shall furnish Certificates of Insurance to the Village before commencing performance or within ten (10) days after the execution of the contract, which ever date is reached first. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of not less than A VI, according to the latest edition of the A.M. Best Company; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance as "Should any of the above described policies be canceled before the expiration date, the issuing company will mail 15 days written notice to the certificate holder named to the left". If requested, the Contractor will give the Village a copy of the insurance policies. The policies must be delivered to the Village within two weeks of the request.

The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law.

- (a) Comprehensive General Liability:
 - i. Coverage to include Premise/Operations, Products/Completed Operations, Independent Contractors, Broad Form Property

- Damage, Contractual and Personal Injury.
- ii. Limits:

General Aggregate	\$2,000,000.00
Products/Completed Aggregate	\$1,000,000.00
Each Occurrence	\$1,000,000.00
Personal Injury	\$1,000,000.00
 - iii. Exclusions relating to the Explosion, Collapse and Underground hazards shall be deleted.
 - iv. Coverage is to be written on an "occurrence" basis.
 - v. Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.
 - vi. Cover all claims arising out of the Contractor's operations or premises, anyone directly or indirectly employed by the Contractor, and the Contractor's obligations under indemnifications under this Contract.
- (b) Owners & Contractors Protection:
- i. Bodily Injury:

Annual Aggregate	\$1,000,000.00
Each Occurrence	\$1,000,000.00
 - ii. Property Damage:

Annual Aggregate	\$1,000,000.00
Each Occurrence	\$1,000,000.00
- (c) Workers Compensation:
 Shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees at the site of the project. In case employees engaged in hazardous work under this contract at the site of the project are not protected under Workers Compensation statute, the Contractor shall provide, adequate and suitable insurance for the protection of employees not otherwise provided.
- (d) Comprehensive Automobile Liability:
- i. Coverage to include all Owned, Hired, Non-owned vehicles, and/or trailers and other equipment required to be licensed.
 - ii. Limits:

Combined Single Limit	\$1,000,000.00
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- (e) Umbrella:
- i. Limits:
Aggregate \$1,000,000.00
 - v. Cover all claims arising out of the Contractor's operations or premises, anyone directly or indirectly employed by the Contractor, and the Contractor's obligations under indemnifications under this Contract.
 - vi. The Contractor understands and agrees that any bond or insurance required by this contract or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village as herein provided.

4.2 INDEMNIFICATION:

The Contractor shall defend and indemnify the Village, its officers, employees, and its agents from any and all claims, suits, actions, costs, and fees of every nature or description arising from, growing out of, or connected with the performance of this Contract, or because of any act or omission, neglect, or misconduct of the Contractor, its employees and agents. Such indemnification shall not be limited by reason of the enumeration of any insurance coverage herein provided.

Nothing contained herein shall be construed as prohibiting the Village, its officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys, and experts, any claims, actions, or suits brought against them. The Contractor shall be liable for the costs, fees, and expense incurred in the defense of any such claims, actions, or suits.

4.3 CERCLA INDEMNIFICATION:

The Contractor shall, to the maximum extent permitted by law, indemnify, defend, and hold harmless the Village, its officers, employees, agents, and attorneys from and against any and all liability, including without limitation, costs of response, removal, remediation, investigation, property damage, personal injury, damage to natural resources, health assessments, health settlements, attorneys' fees, and other related transaction costs arising under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, 42 U.S.C.A. Sec. 9601, et seq., as amended, and all other applicable statutes, regulations, ordinances, and under common law for any release or threatened release of the waste material collected by the Contractor, both before and after its disposal.

SECTION 5 - SUCCESSORS AND ASSIGNS

The Village and the Contractor each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the Village nor the Contractor shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the Village and the Contractor.

SECTION 6 - TIME OF COMPLETION

The Contractor shall commence work within 14 calendar days of receipt of the signed proposal from the Village of Poplar Grove.

SECTION 7 – NONDISCRIMINATION

In all hiring or employment made possible or resulting from this Agreement, there shall be no discrimination against any employee or applicant for employment because of sex, age, race, color, creed, national origin, marital status or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification, and this requirement shall apply to, but not be limited to, the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. No person shall be denied or be subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, national origin, age except minimum age and retirement provisions, marital status, or the presence of any sensory, mental or physical handicap. Any violation of this provision shall be considered a violation of a material provision of this Agreement and shall be grounds for cancellation, termination or suspension, in whole or in part, of the agreement by the Village.

SECTION 8 - MODIFICATION OR AMENDMENT

This Agreement constitutes the entire Agreement of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment duly executed by the parties. The Contractor agree that no representations or warranties shall be binding upon the Village unless expressed in writing herein or in a duly executed amendment hereof, or Change Order as herein provided.

SECTION 9 – RECORDS: AVAILABILITY AND RETENTION

The Contractor agrees that the Village, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe

any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement.

SECTION 10 – MERGER AND MODIFICATION

10.1 It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are presumed to be incorporated or attached and are deemed to be part of this Agreement. Where the incorporated terms differ with the terms of this Agreement, the terms of this Agreement shall control

10.2 Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

SECTION 11 – DATA PRIVACY/DATA OWNERSHIP

11.1 No data may be released by the Contractor to a third party without the express consent of the Village's representative as indicated below - this includes any media relations.

11.2 Ownership of all data prepared for or by the Village whether having commercial value or not shall remain with the Village.

SECTION 12 – DEFAULT AND CANCELLATION

12.1 If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Provider's default is excused by the Village, the Village may, upon written notice to the Contractor's representative listed herein, cancel this Agreement in its entirety as indicated below.

12.2 The Village reserves the right to cancel the contract for documented nonperformance if the Contractor fails to provide a satisfactory level of service or other cause(s) which results in Village of Poplar Grove dissatisfaction.

SECTION 13 – SUBCONTRACTING AND ASSIGNMENT

13.1 Contractor shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the written consent of the Village of Poplar Grove.

13.2 No party may assign or transfer any rights or obligations under this Agreement

without the written consent of the Village of Poplar Grove.

SECTION 14 - SECTION HEADINGS

The section headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

SECTION 15 - APPLICABLE LAW

This Agreement shall be deemed to have been made in and shall be construed in accordance with the laws of State of Illinois.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals upon and executed this Agreement in triplicate as though each copy hereof were an original and that there are no other oral agreements that have not been reduced to writing in this statement.

TILFORD TOWING AND RECOVERY, LLC

THE VILLAGE OF POPLAR GROVE

Alexander Tilford, Owner

BY: _____
Kristi Richardson, Village President

DATE _____

DATE: _____

ATTEST: _____
Karri Miller, Village

Clerk DATE: _____

RESOLUTION NUMBER: 2026-20

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH POPLAR GROVE LIONS CHARITIES INC. A/K/A THE POPLAR GROVE LIONS CLUB FOR COOPERATIVE DEVELOPMENT OF A VILLAGE OWNED PARK

WHEREAS, the Village of Poplar Grove (the “Village”) is the owner of a 14.52 acre parcel commonly known as 229 Summit Street, Poplar Grove, Illinois 61065 (PIN# 03-242-260-47)(the “Property”); and

WHEREAS, in June 1989, the Property was gifted and conveyed to the Village by the Poplar Grove Lions Charities Inc. a/k/a the Poplar Grove Lions Club (the “Club”) under the terms and conditions of a 1989 Agreement; and

WHEREAS, the Club desires to operate and develop the Property for the benefit of the community; and

WHEREAS, the Village and the Club desire to update the terms of the 1989 Agreement to continue the cooperative operation and maintenance of the Property and have memorialized the same in the Agreement attached hereto as Exhibit A and incorporated herein (“Agreement”); and

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

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby accepts and approves the Agreement with the Poplar Grove Lions Charities Inc. a/k/a the Poplar Grove Lions Club attached hereto as Exhibit A, or agreements in substantially similar form.
3. The Village President and Village Clerk are hereby authorized to execute and attest the Agreement.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2026

AS FOLLOWS:

VOTING “AYE”: _____

VOTING "NAY":

ABSENT, ABSTAIN, OTHER

APPROVED _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- AGREEMENT

AGREEMENT

THIS AGREEMENT (the “Agreement”) entered into this ____ day of _____, 2026, by and between the Village of Poplar Grove, an Illinois municipal corporation (“Poplar Grove”), and the Poplar Grove Lions Charities Inc. a/k/a the Poplar Grove Lions Club, an Illinois not-for-profit corporation (“Lions Club”).

WHEREAS, in June 1989, subject to the terms and conditions of an agreement of the same date (the “1989 Agreement”), the Lions Club gifted and conveyed legal title to a 14.52 acre parcel located in the Village of Poplar Grove, Boone County, Illinois, legally described in Exhibit “A”, attached hereto and incorporated herein by reference (hereinafter the “Premises”), to Poplar Grove.

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

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

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

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

1. Relationship of the Parties

The parties agree that the Lions Club will consult with Poplar Grove and provide suggestions on continued improvements for the Premises into a community park, subject to the terms and conditions of this Agreement, in any manner that they see reasonably fit and practical. The parties further agree that Poplar Grove will consult with the Lions Club prior to making any capital improvements to the Premises.

2. Term

The initial term of the agreement shall expire effective April 30, 2029. Thereafter, the agreement shall be subject to review and possible renewal every four (4) years, or within one hundred and eighty (**180 days**) of the swearing in of an individual to the office of Village President. The agreement shall continue on a month to month basis, following the end of a term, until a new agreement is executed or until otherwise terminated by the Village.

3. Ownership Defined

Poplar Grove is the titled owner of the Premises, the 14.52 acre parcel that is the subject of this Agreement. Poplar Grove owns the existing structures on the Premises. Poplar Grove must authorize the building or placement of any additional structure on the Premises and must authorize the destruction or substantial change made to any structure.

4. Responsibilities of Poplar Grove

Poplar Grove shall maintain the Premises and provide normal upkeep by providing the following as needed:

- (a) Grass mowing
- (b) Weed control
- (c) Refuse and trash removal
- (d) Maintenance of the following:
 - (i) Parking lots and drives
 - (ii) Concessions building
 - (iii) Rest rooms
 - (iv) Playground equipment
 - (v) Maintenance building

Poplar Grove shall be responsible for enforcing the Rules and Regulations set forth for the Premises in Exhibit "B" attached hereto and incorporated herein by reference and as may be amended from time to time by Village ordinance.

Poplar Grove agrees to reasonably cooperate with The Lions Club relating to any request for records or information stemming from an audit or other requests from the Internal Revenue Service, Illinois Department of Revenue, or other similar agencies even if said cooperation results in more than one request for records or information per calendar year.

5. Responsibilities of the Lions Club

The Lions Club shall provide the following to Poplar Grove:

- (a) An annual accounting of all revenue generated from the Premises, paid to the Lions Club, including but not limited to, funds received for registration fees of athletic teams;
- (b) Insurance certificates as required in Paragraph 12 of this Agreement;
- (c) Notify Poplar Grove of repair needs as soon as practical, but immediately in the event of an emergency; and
- (d) Notify Poplar Grove within 48 hours of non-emergency repair or maintenance issues.
- (e) Lions Club to perform operational repairs to ensure the programs run safely and without interruption.
- (f) Lions Club shall be responsible for scheduling and the establishment of fees charged for all baseball/softball activities, including third party baseball/softball programs.
- (g) In addition to the fees charged by the Lions Club for its baseball/softball activities, the Lions Club will collect a ten dollar (\$10.00) per registered player per season for use of the fields. Payment will be remitted from the Lions Club to the Village once per year remitted by November 1st.

The Lions Club agrees to reasonably cooperate with Poplar Grove relating to any request for records or information stemming from an audit or other requests from the Internal Revenue

Service, Illinois Department of Revenue, or other similar agencies even if said cooperation results in more than one request for records or information per calendar year.

6. Scheduling

In recognition of the contributions to Poplar Grove and surrounding communities and its residents, the Lions Club shall have first choice for scheduling its own Lions Club activities annually. Poplar Grove will advise the Lions Club of the appropriate process for reserving park greenspace and facilities. After receipt of the Lions Club's scheduled activities, Poplar Grove shall be responsible for scheduling of available dates for other individuals and groups, with the exception of third-party baseball which shall be scheduled by Lions Club.

7. Improvements

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

- (a) Poplar Grove will consider providing funding for improvement projects within the Premises; and
- (b) Poplar Grove will consider joint funding of projects with the Lions Club at the Premises; and
- (c) Any proposed permanent or affixed structure or alteration on the Premises shall be subject to approval of the Village Board of the Village of Poplar Grove.

8. Reservation Fee Structure

Poplar Grove shall be responsible for scheduling and the establishment of fees charged for the use of the Greenspace and Pavillion. Poplar Grove shall adopt the fee schedule by Village ordinance. Fees will be applied equally to all like users of the Premises. If Lions Club collects the usage fee, from any third party, that fee, charged by the Village, shall be remitted from the Lions Club to the Village within thirty (30) days after the event.

9. Assignment of Agreement

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

10. Permitted Uses

- (a) **Rentals.** The Lions Club may manage the rental of a structure, athletic field or court, or area of the Premises, implementing the Reservation Fee Structure outlined in Paragraph 8 of this Agreement and adopted by Poplar Grove.
- (b) **Concession Stand.** During baseball/softball programs scheduled by the Lions Club, the Lions Club shall have use of the Concession Stand. Such use shall be consistent with the needs of selling concessions for Lions Club programs.

11. Restricted Activities

- (a) **Dangerous Materials.** The Lions Club shall not store or have on the Premises any article or thing of a dangerous, inflammable, or explosive character that might unreasonably increase the danger of fire on the Premises or that might be considered hazardous or extra hazardous by any responsible insurance company. For the purposes of this provision, gas, oil, cleaning supplies and other supplies necessary for the ordinary maintenance of the Premises and its facilities shall not be considered dangerous materials.
- (b) **Alteration.** The Lions Club shall not alter existing structures or spaces on Premises. This includes affixing items to structures without the approval of the Village Board of the Village of Poplar Grove with the exception of seasonal league sponsorship banners and signage.

12. Insurance

- (a) The Lions Club shall maintain commercial general liability insurance insuring against liability for bodily injury, death or damage to personal property with combined single limits of One Million and No/100 Dollars (\$1,000,000.00). In addition, the Lions Club shall maintain worker's compensation in statutory amounts, employer's liability insurance with combined single limits of One Million and No/100 Dollars (\$1,000,000.00); automobile liability insurance insuring against claims for bodily injury or property damage with combined single limits of One Million and No/100 Dollars (\$1,000,000.00); and all risk property insurance covering all personal property of The Lions Club for full replacement value. The Lions Club shall provide Poplar Grove with evidence of such insurance in the form of a certificate of insurance prior to obtaining occupancy of the Premises and throughout the term of this Agreement and shall name Poplar Grove as an additional insured on the policy. The Lions Club agrees to refrain from taking any action that would jeopardize Poplar Grove's ability to insure the Premises.
- (b) Poplar Grove shall maintain commercial general liability insurance insuring against liability for bodily injury, death or damage to personal property with combined single limits of One Million and No/100 Dollars (\$1,000,000.00). In addition, to the extent required by law, Poplar Grove shall maintain worker's compensation in statutory amounts, employer's liability insurance with combined single limits of One Million and No/100 Dollars (\$1,000,000.00). Poplar Grove shall provide the Lions Club with evidence of such insurance in the form of a certificate of insurance upon the initiation of this Agreement and throughout the Term of this Agreement.

13. Termination

This Agreement may be terminated before its expiration if:

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

- (b) Either party is dissolved and assignment of the Agreement to a third party is not possible under the provisions of Paragraph 7.

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

14. Binding Effect

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

15. Governing Law

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

16. Entire Agreement

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

17. Modification of Agreement

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

18. Notices

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

Notice to Poplar Grove shall be sent to: Village President
Village of Poplar Grove
200 N. Hill Street
Poplar Grove, IL 61065

Notice to the Lions Club shall be sent to: Poplar Grove Lions Club
P.O. Box 305
Poplar Grove, IL 61065

19. Survival of Provisions

If any of the provisions of this instrument are invalid with any statute or rule of law of the State of

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

20. Venue of Actions

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

21. Jurisdiction

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

22. Waiver of Right to Change Venue

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

23. Use of Headings

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

24. Counterparts

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

25. Amendments, Modifications

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

IN WITNESS WHEREOF, THE PARTIES HERETO ARE DULY AUTHORIZED TO SIGN AND HAVE SIGNED THIS AGREEMENT ON THIS THE _____ DAY OF _____, 2025, AND BY DOING SO HAVE ACKNOWLEDGED THAT THEY HAVE READ THE FOREGOING DOCUMENT IN ITS ENTIRETY AND ACKNOWLEDGE THAT THE SAME IS A LEGALLY BINDING AGREEMENT, AND THAT THEY HAVE EXECUTED THE SAME AS THEIR

OWN FREE AND VOLUNTARY ACT AND DO CONSENT TO AND ACKNOWLEDGE THE TERMS AND CONDITIONS HEREIN.

VILLAGE OF POPLAR GROVE:

ITS PRESIDENT

ATTEST:

CLERK

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

BY: _____
ITS: _____

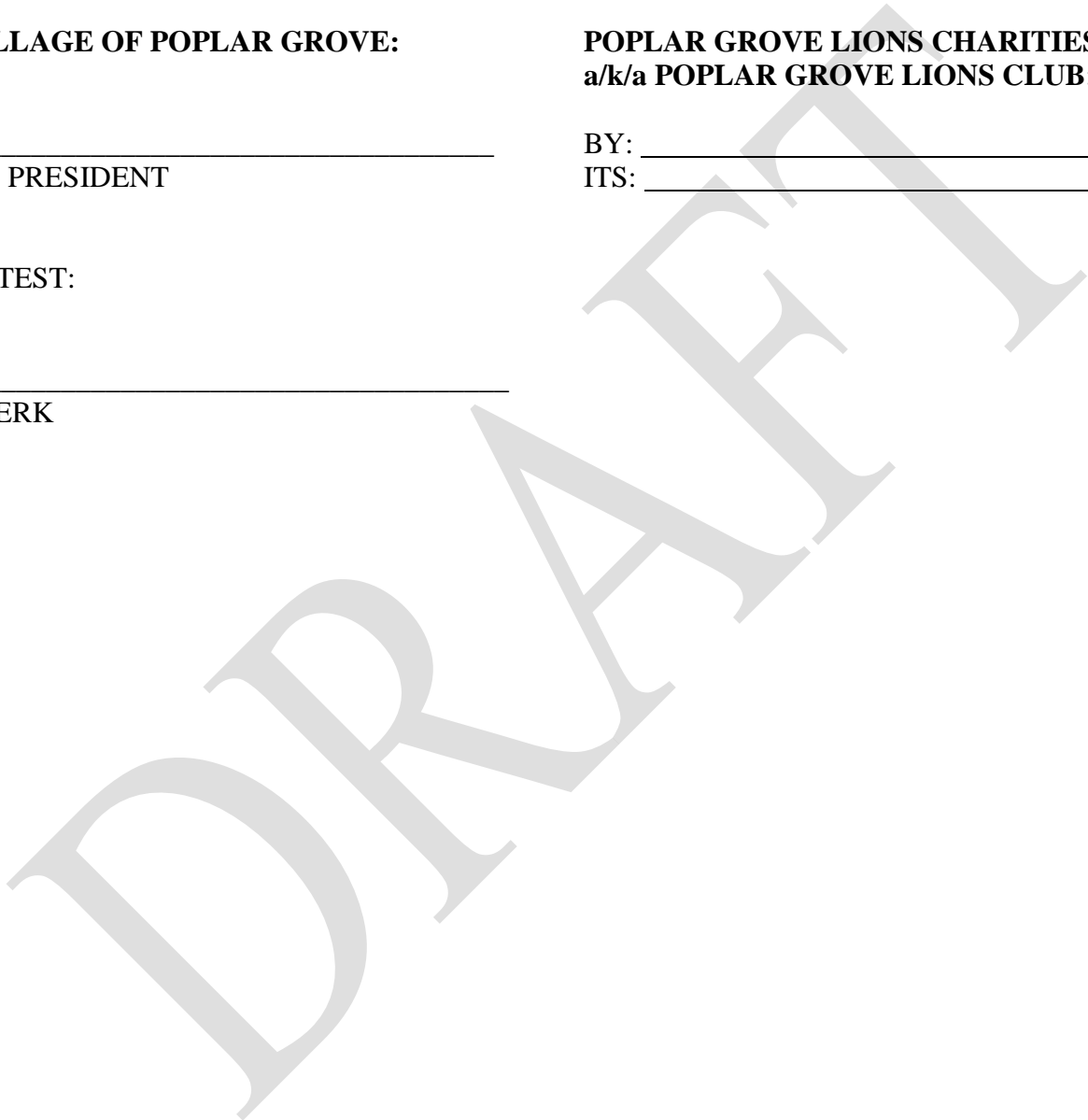


EXHIBIT A—LEGAL DESCRIPTION

DRAFT

EXHIBIT B

PARK RULES AND REGULATIONS:

It shall be unlawful to **(except as otherwise authorized by the partnership agreement between the Village and the Poplar Grove Lions Club)**: (Ord. 372, 1981)

- A) Have pets on the grounds of Lions Park and unleashed pets on any of the other parks, which the village may have jurisdiction over. (Ord. 561, 3-11-2002)
- (1) This section shall not apply to any service animal which is being used to assist a blind, deaf; or mobility-impaired person, provided that the service animal has adequate identification that it is a service animal.
- B) Horseback ride.
- C) Build fires in any area other than designated.
- D) Camp.
- E) Operate motorized vehicles on any of the park property other than on the roadway.
- F) Harm, remove or disturb any building equipment, sign, marker, or structure.
- G) Cause excessive noise as to disturb others.
- H) Possess any of the following items on park property: glass containers (other than what is necessary to provide immediate medical treatment), firearms, air guns, blow guns, bows and arrows, crossbows, spears, or fixed/locking knives over 3” in length.
- I) Throw, cast, lay or place any rubbish, paper, garbage or refuse matter of any kind in or upon Lions Park other than in refuse containers.
- J) Damage, cut, break or in any way injure or deface any tree, shrub, plant, flower, or turf in the park premises.
- K) Be present in the park from ten o’clock (10:00) P.M. to six o’clock (6:00) A.M.
- L) Sell or distribute alcoholic beverages without permission from the village board of trustees and upon supplying proper dramshop coverage. (Ord. 372, 1981)
- M) Utilize the park for any organized activity, for-profit pursuit, event, or gathering without a reservation, completed rental agreement, and deposit as defined by the fee structure and/or village ordinance.

PENALTIES

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

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

DRAFT



Village of Poplar Grove – Board Meeting Memo

May 8, 2026

****Subject:****

101 N. State Street

1. Background:

The Village of Poplar Grove is working to create an access easement for 101 N. State Street for the use of a driveway located on Village property.

2. Current Status:

During the course of the creation of this access easement, a legal description is needed. It was discovered during that process and from opinions provided by the surveyor, 101 N. State Street building does encroach onto the Village’s property by at least a foot.

The recommendation from engineering and legal is to remedy this issue, which would require a plat. Cost to prepare plat will cost \$2,400

3. Fiscal Impact:

Cost include plat fees, legal fees, and engineering time.

4. Legal Review (if applicable):

Legal has been involved in this matter.

5. Recommendation:

Recommendation is to remedy this issue by proceeding with the new plat and access easement.

6. Supporting Documents (if applicable):

Attached

Not Applicable

Kristi Richardson
Village President



BOONE COUNTY HIGHWAY DEPARTMENT

9759 Illinois Route 76
Belvidere, Illinois 61008

JUSTIN D. KROHN, PE, MBA
COUNTY ENGINEER

OFFICE 815-544-2066
jkrohn@boonecountyil.gov

MEMO

From: Justin Krohn – Boone County Engineer

To: Village of Poplar Grove

Date: May 6, 2026

RE: Poplar Grove Road Bike Lane from IL 173 to North Boone School Campus

There has been a desire to improve the walking/biking option between the North Boone School campus and the Village/Long Prairie Trail. Many members of the public, school and agencies have supported the effort to make these improvements.

In the Fall of 2025 Boone County Highway Department applied for a Transportation Alternatives Program (TAP) grant through the Region 1 Planning Council (R1PC) in the amount of \$1,271,066 to provide a paved bike lane on the shoulder of Poplar Grove Road in both northbound and southbound directions. On March 20, 2026 R1PC approved MPO Resolution 2026-03, awarding the full ask amount of \$1,271,066 to Poplar Grove Road Bike Lane project.

The design has not yet started; however, we are scheduled to have the funds obligated or ready for bid in about one year with construction expected in the summer of 2027. Attached is a preliminary bike lane concept. We hope to avoid any Right of Way (ROW) or land acquisition, utilizing the existing ROW.

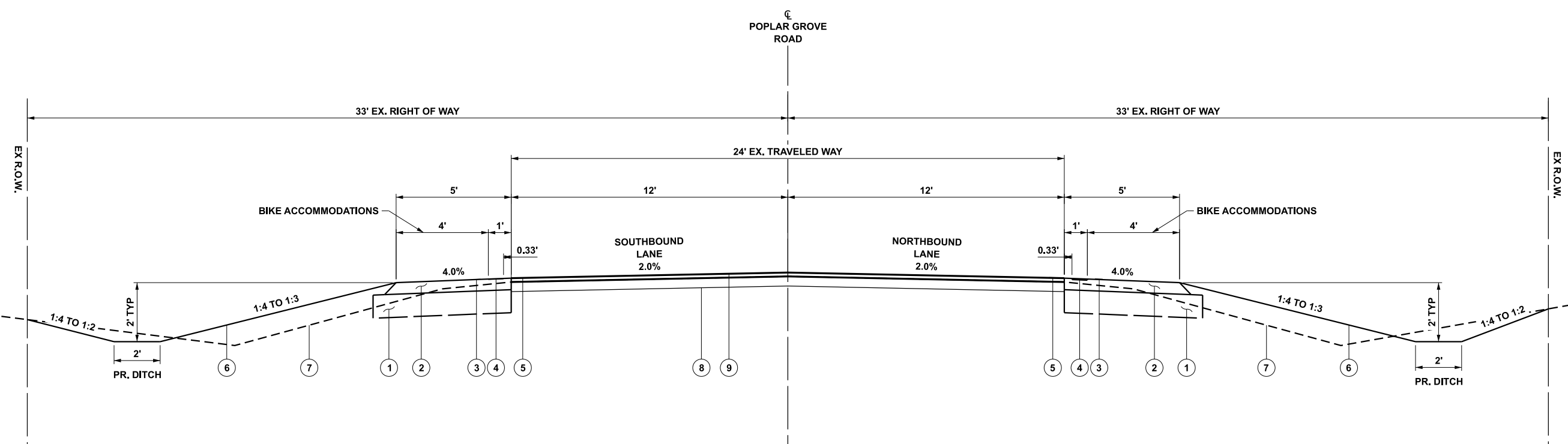
Boone County Highway Department will be the lead agency and will perform all grant administration duties. The proposed project funding is outlined below. The funding requested for this \$1,654,104 project from the Village of Poplar Grove is \$87,408.

We hope you will support this project and look forward to providing this public improvement project to improve the local quality of life.

	R1PC TAP Grant	LOCAL AGENCIES		TOTALS
		Boone County	Village of Poplar Grove	
Design		\$ 106,217.60	\$ 26,554.40	\$ 132,772.00
Construction	\$ 1,095,359.40	\$ 219,071.88	\$ 54,767.97	\$ 1,369,199.25
Construction Engineering	\$ 121,706.60	\$ 24,341.32	\$ 6,085.33	\$ 152,133.25
TOTAL	\$ 1,217,066.00	\$ 349,630.80	\$ 87,407.70	\$ 1,654,104.50

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**PRELIMINARY BIKE ACCOMMODATIONS
TYPICAL SECTION**
IL 173 TO NORTH BOONE HIGHSCHOOL

LEGEND

- ① AGGREGATE BASE COURSE, TYPE B (DEPTH = 12")
- ② HOT-MIX ASPHALT SHOULDER (DEPTH = 6")
- ③ 3' DASH 9' SKIP PAVEMENT MARKING LINE - 4" (WHITE)
- ④ SHOULDER RUMBLE STRIPS, 8"
- ⑤ SOLID PAVEMENT MARKING LINE - 4" (YELLOW)
- ⑥ PROPOSED FINISHED GRADE LINE
- ⑦ EXISTING GROUND LINE
- ⑧ COLD IN PLACE RECYCLING (DEPTH = 5")
- ⑨ HOT-MIX ASPHALT SURFACE COURSE (2" OVERLAY)

REVISION	DATE	BY	REMARKS

DESIGNED	GBG
DRAWN	GBG
REVIEWED	
APPROVED	

**BOONE COUNTY HIGHWAY DEPARTMENT
POPLAR GROVE ROAD BIKE ACCOMMODATIONS
2026**



**PRELIMINARY
TYPICAL SECTION**

SHEET 1 OF 1

PHASE		
<input checked="" type="checkbox"/> PRELIM	<input type="checkbox"/> FINAL	<input type="checkbox"/> CONST
<input type="checkbox"/> PERMIT	<input type="checkbox"/> BID	<input type="checkbox"/> _____

WHA No.	SHEET No.
1074D26	E 35
DATE	
04-22-2026	

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RESOLUTION NUMBER: 2026-21

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
AUTHORIZING THE VILLAGE TO ENTER INTO AN INTERGOVERNMENTAL
AGREEMENT WITH BOONE COUNTY FOR ANIMAL CONTROL SERVICES**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) is an Illinois unit of local government that requires assistance in animal control services; and

WHEREAS, Boone County, Illinois (“County”) operates an Animal Services Department and, pursuant to the Illinois Animal Control Act (510 ILCS 5/1 et al), has certain rights, duties, and obligations to municipalities with respect to monitoring stray animal populations and the spread of rabies; and

WHEREAS, historically, the County has provided additional animal services not required under state law to municipalities within the County free of charge. Examples of services include, but are not limited to: some wildlife calls, noise complaints (barking dogs), deceased animals and police calls where animals are located but are not the subject of the criminal investigation; and

WHEREAS, the County’s Animal Services Department has been operating at a deficit for several years; and

WHEREAS, the Village does not have the personnel, equipment, supplies and facilities to adequately provide the aforementioned additional animal services to the public; and

WHEREAS, the Village and the County recognize the tax dollars that can be saved by coordinating animal services between the parties; and

WHEREAS, the Village and the County have reached an accord as to the terms and conditions memorialized in an Intergovernmental Agreement attached hereto as Exhibit A and incorporated herein (“Agreement”) by which the County will provide certain animal services for the Village in exchange for compensation, in conjunction with existing statutory duties; and

WHEREAS, the Village now desires to approve the Agreement and authorize the Village President and/or Village Clerk to execute any documents necessary to effectuate the Agreement and the Village Clerk to attest the same.

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

1. The foregoing recitals are incorporated herein and made a part hereof.
2. By the adoption of this Resolution, the Village Board of Trustees approves the attached Agreement with the County and authorizes the Village President and/or Village Clerk to execute any documents necessary to effect the same.

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

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A – INTERGOVERNMENTAL AGREEMENT

INTERGOVERNMENTAL AGREEMENT
FOR ANIMAL CONTROL SERVICES
BETWEEN THE VILLAGE OF POPLAR GROVE
AND BOONE COUNTY, ILLINOIS

WHEREAS, the Village of Poplar Grove (the Village), is an Illinois unit of local government, duly created and existing under the laws of the State of Illinois; and

WHEREAS, Boone County, Illinois (the County), is an Illinois unit of local government, duly created under the laws of the State of Illinois; and

WHEREAS, the County, pursuant to the Illinois Animal Control Act, 510 ILCS 5/1 et al (“The Act”) has certain rights, duties, and obligations with respect to rabies control and registration of dogs and cats on a county-wide basis, and also has a duty to monitor cat and dog populations throughout the county; and

WHEREAS, the Act does not limit the power of any municipality or other political subdivision to further control or regulate animals within their jurisdiction; and

WHEREAS, historically the County has provided additional animal services not required by the Act to municipalities within the County for no charge. Examples of services provided but not required include but are not limited to: some wild life calls, noise complaints (barking dogs), deceased animals and police calls where animals are located but are not the subject of the criminal investigation; and

WHEREAS, for several years, the County’s Animal Services Department has been operating at a deficit; and

WHEREAS, the Village does not have the personnel, equipment, supplies and facilities to adequately provide additional animal services to the public of which they have become accustomed; and

WHEREAS, the Village and the County recognize that significant economies of scale and tax dollar savings can be realized by coordinating animal services between the parties; and

WHEREAS, the Village and the County desire to enter into an agreement by which the County will provide certain animal services for the Village for compensation, in conjunction with existing statutory duties; and

WHEREAS, Pursuant to Article VII Section 10 of the Constitution of the State of Illinois and Section 3 of the Intergovernmental Cooperation Act (5 ILCS 220/3 et seq.), units of local government are authorized and empowered to enter into agreements to obtain and share services and to exercise jointly or transfer any powers or functions not prohibited by law; and

WHEREAS, the Village believes it in the best interests of its citizens to enter into this Agreement with the County.

NOW THEREFORE, in consideration of the mutual promises and undertakings set forth in this Agreement and other valuable consideration the sufficiency of which is acknowledged, the Village and the County agree as follows:

1) The foregoing recitals are incorporated herein as if fully set forth.

2) SERVICES:

The Parties agree that the County’s Animal Control Services Department will provide the specified services outlined in Exhibit A to the Village upon their request for a fee as outlined in Exhibit B.

3) COMPENSATION:

The Parties agree to the fees outlined in Exhibit B that is attached and incorporated herein by reference. The County will provide the Village with an invoice of services provided monthly and the Village shall pay the invoice within 45 days of receipt. The invoice shall, at a minimum, specify the date(s) of service, particulars regarding the animal serviced, and the types of services rendered. Nothing in this Agreement shall be construed to limit the right of Boone County or the municipality to increase or impose any fees or charges to individual owners as permitted by law.

4) TERMINATION:

- a) This Agreement shall be for an initial term of one (1) year after it is ratified and signed by the parities. During the initial term it may only be amended or terminated by the mutual written consent of the Parties.
- b) The Parties agree to review the Agreement Sixty (60) days prior to the expiration of the initial term to determine if any adjustments need to be made to Exhibit A.
- c) After the initial term, either Party may terminate this Agreement upon sixty (60) days notice to the other Parties.
- d) In the event this Agreement is terminated, the Village shall pay any outstanding compensation due to the County within 30 days of the final day of the Agreement.

5) MISCELLANEOUS:

- a) This Agreement may be modified only by the mutual written consent of the Parties after appropriate authorization and approval of their Board or Council.
- b) This Agreement supersedes all prior agreements, negotiations and exhibits and is a full integration of the entire agreement of the Parties.
- c) This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
- d) If any provision, covenant, agreement or portion of this Agreement or its application to any person, or entity is held invalid, such invalidity shall not affect the application or validity of any other provisions, covenants or portions of this Agreement, and to that end all provisions, covenants or portions of this Agreement are declared to be severable.
- e) All notices related to this Agreement shall be in writing and shall be deemed delivered to the addressee two (2) days after deposit in the United States mail, postage prepaid or one (1) day after delivery by email accompanied by a confirmation indicating receipt of the email. All notices shall be addressed as follows:

If to County: To: Boone County Administrator
 1212 Logan Avenue
 Belvidere, Illinois 61008
btobin@boonecountyil.gov

With a Copy To: Boone County State's Attorney
 Boone County Courthouse
 601 N. Main Street, Suite 302
 Belvidere, Illinois 61008
stateatty@boonecountyil.gov

If to Village: To: Karri Miller
 Village of Poplar Grove
 Village Clerk
 200 N. Hill Street
 Poplar Grove, IL 61065

With a Copy to: Roxanne Sosnowski
 Village of Poplar Grove
 Village Attorney
 6735 Vistagreen Way, STE 300
 Rockford, IL 61107

- f) Any Section titles or numbers are for convenience purposes only and shall not be considered in any interpretation of this Agreement.
- g) This Agreement shall be governed by and construed in accordance with the internal laws of the State of Illinois, without regard to conflicts of law rules.
- h) Any action brought to enforce this Agreement, or arising out of this Agreement or related to this Agreement shall be brought in the 17th Judicial Circuit, Boone County Illinois and the Parties submit to the jurisdiction of and venue in that Court.
- i) This Agreement is an agreement solely between the Parties and exists only for the benefit of the Parties. There are not intended third Party beneficiaries to this Agreement.
- j) Each party shall indemnify, defend and hold harmless the other party and its officers, agents, and employees of and from any and all claims, demands, suits at law or in equity, of any kind and manner, which in any way occur or arise in connection with Boone County Animal Services' services or facilities provided pursuant to this Agreement, except as to claims of negligence, intentional, willful or wanton acts committed by each party and its officers, agents and employees to the extent prohibited by law.

Signed this _____ day of _____, 2026.

By: _____
Karl Johnson
Chairman Boone County Board

By: _____
Kristi Richardson
Village of Poplar Grove, President

Attest: _____
Boone County Clerk

Attest: _____
Kerri Miller
Village Clerk

EXHIBIT A

Services available from Boone County Animal Services subject to Fees.

1. Assist Municipal Police Officers in calls due to barking dogs or other animal related noise complaints and, if need be, transport the dog or animal to the County designated animal shelter.
2. Any wildlife call, unless there is a direct threat of rabies, which is a fundamental responsibility of Boone County Animal Services per 510 ILCS 5/5(a) and therefore is not a chargeable service. Wildlife services necessary for rabies control include, but are not limited to: bats in living spaces of residences or when there has been exposure to people or companion animals; Wild mammals (skunks, raccoons, foxes, etc.) that have bitten a human or companion animal and are contained;
3. Deceased animal removal, unless there is a direct threat of rabies, which is a fundamental responsibility of Boone County Animal Services 510 ILCS 5/5(a) and therefore is not a chargeable service.
4. Request from the Village for assistance on a call where Animal Services is responding as support during the enforcement of municipal ordinances.

Boone County Animal Services duties required pursuant to Illinois law, and thus not subject to fees to are as outlined in (510 ILCS 5/5(a)).

EXHIBIT B

Fees for services from Boone County Animal Services

For calls during business hours, (Monday through Friday 8:00 a.m. - 5:00 p.m.), the charge per call is \$50.00.

For calls during non- business hours, the charge per call is \$75.00.

If an animal (either alive or deceased) is located during a Municipal support call (where Animal Services is assisting and not completing a required duty) and staff transports the animal to Animal Services to attempt to locate the owner, place the animal in a shelter or seek medical care for it, an additional fee of \$30.00 shall be billed. In addition to the per call fee, any costs associated with the service shall be billed to the Village. An example would be the cost of cremation. All costs would be disclosed to the Village prior to service.

All fee amounts will be incurred when the Boone County Animal Services Department is completing additional duties outside of statutory requirements.

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

EXP CHECK RUN DATES 04/27/2026 - 04/30/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 8.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
MAY2027 00026658	ILLINOIS EPA SLUDGE PERMIT 5.2026-4.2027 31-75-4307	04/23/2026 CLERK SLUDGE PERMIT 5.2026-4.2027	05/24/2026	2,500.00	0.00	Paid	Y 04/28/2026

of Invoices: 1 # Due: 0
 # of Credit Memos: 0 # Due: 0
 Net of Invoices and Credit Memos:

Totals: 2,500.00 0.00
 Totals: 0.00 0.00
 2,500.00 0.00

--- TOTALS BY FUND ---

31 WATER & SEWER FUND 2,500.00 0.00

--- TOTALS BY DEPT/ACTIVITY ---

75 SEWER 2,500.00 0.00

Date Updated: 04.28.2026

		Apr-26		
FOR APPROVAL	Actual to Date			Total by Type
	Check Run #1	Check Run #2		
AP Checks	\$2,500.00			\$2,500.00
EFTS (ACH)				\$0.00
Payroll				\$0.00
Insurance		\$0.00		\$0.00
Total	\$2,500.00	\$0.00		\$2,500.00

TO BE ATTACHED IN PACKET AS SUMMARY REPORT

Specific Breakout:	Actual for the month paid	Estimate Additional	Total by Type
Total	\$0.00	\$0.00	\$0.00

FINAL NUMBERS			
Monthly Approvals	March Final Numbers Requested	Actual	Difference
AP Checks	\$738,200.62	\$738,200.62	\$0.00
EFTS (ACH)	\$60,493.89	\$60,493.89	\$0.00
Payroll	\$42,254.50	\$42,254.50	\$0.00
Insurance	\$21,142.32	\$21,142.32	\$0.00
Total	\$862,091.33	\$862,091.33	\$0.00

Specific Breakout:	Requested	Actual	Difference
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INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

POSTED AND UNPOSTED

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Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
IN023729 00026661	AQUAFIX SWWTP 31-79-4302	04/23/2026 CLERK SWWTP	05/23/2026	1,644.82 1,644.82	1,644.82	Open	N 05/05/2026
1MGH-DDFP-36LN 00026662	AMAZON.COM CLOTHING ALLOWANCE - KYLE 01-53-4080	04/27/2026 CLERK CLOTHING ALLOWANCE - KYLE	05/27/2026	54.99 54.99	54.99	Open	N 05/05/2026
BFF-000996 00026663	BLAIN'S FARM & FLEET PAINT SUPPLIES FOR PARKS 01-52-4302	04/21/2026 CLERK PAINT SUPPLIES FOR PARKS	05/21/2026	97.68 97.68	97.68	Open	N 05/05/2026
BFF-001099 00026664	BLAIN'S FARM & FLEET MISC STOCK 01-53-4302	04/29/2026 CLERK MISC STOCK	05/29/2026	222.96 222.96	222.96	Open	N 05/05/2026
BFF-001076 00026665	BLAIN'S FARM & FLEET CLOTHING ALLOWANCE - STEPHAN 01-53-4080	04/27/2026 CLERK CLOTHING ALLOWANCE - STEPHAN	05/27/2026	169.97 169.97	169.97	Open	N 05/05/2026
BFF-001143 00026666	BLAIN'S FARM & FLEET MISC STOCK 01-53-4301	04/30/2026 CLERK MISC STOCK	05/30/2026	92.96 92.96	92.96	Open	N 05/05/2026
APRIL2026 00026667	BOONE COUNTY HIGHWAY FUND SALT FROM THE COUNTY 01-53-4304	04/17/2026 CLERK SALT FROM THE COUNTY	05/17/2026	3,287.80 3,287.80	3,287.80	open	N 05/05/2026
1VMQ-MYPG-D4R6 00026668	AMAZON.COM OFFICE SUPPLIES 01-50-4300	04/29/2026 CLERK OFFICE SUPPLIES	05/29/2026	142.25 142.25	142.25	open	N 05/05/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
71563 00026669	B&F CONSTRUCTION CODE SERVICE, INC. SOLAR REVIEW 01-55-4215	04/23/2026 CLERK SOLAR REVIEW	05/23/2026	350.00 350.00	350.00	Open	N 05/05/2026
22319 00026670	B&F CONSTRUCTION CODE SERVICE, INC. MARCH 2026 ADMIN 01-55-4237	04/24/2026 CLERK MARCH 2026 ADMIN	05/24/2026	2,975.00 2,975.00	2,975.00	Open	N 05/05/2026
71590 00026671	B&F CONSTRUCTION CODE SERVICE, INC. PLAN REVIEW COMMERCIAL 01-55-4215	04/27/2026 CLERK PLAN REVIEW COMMERCIAL	05/27/2026	992.50 992.50	992.50	Open	N 05/05/2026
71626 00026672	B&F CONSTRUCTION CODE SERVICE, INC. NHC REVIEW 01-55-4215	04/30/2026 CLERK NHC REVIEW	05/30/2026	903.15 903.15	903.15	Open	N 05/05/2026
71627 00026673	B&F CONSTRUCTION CODE SERVICE, INC. NHC REVIEW 01-55-4215	04/30/2026 CLERK NHC REVIEW	05/30/2026	1,096.71 1,096.71	1,096.71	Open	N 05/05/2026
88273 00026674	COLLINS SANITARY LLC NWWTP 31-77-4240	04/23/2026 CLERK NWWTP	05/23/2026	650.00 650.00	650.00	Open	N 05/05/2026
88248 00026675	COLLINS SANITARY LLC CAMERA AT 304 S STATE STREET 31-75-4240	04/20/2026 CLERK CAMERA AT 304 S STATE STREET	05/20/2026	300.00 300.00	300.00	open	N 05/05/2026
70808030000APRI 00026676	COMED COMMUNITY STREET LIGHTS 01-53-4230	04/20/2026 CLERK COMMUNITY STREET LIGHTS	06/24/2026	3,870.77 3,870.77	3,870.77	open	N 05/06/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
0799140100APRIL 00026677	COMED PRAIRIE-KNOLL L/S 31-75-4204	04/29/2026 CLERK UTILITIES	06/29/2026	251.24 251.24	251.24	Open	N 05/06/2026
3174406000APRIL 00026678	COMED DAWSON LAKE L/S 31-75-4204	04/29/2026 CLERK DAWSON LAKE L/S	06/29/2026	221.64 221.64	221.64	Open	N 05/06/2026
2439012111APRIL 00026679	COMED DUSK TO DAWN ST LIGHTS 01-53-4230	04/20/2026 CLERK STREET LIGHTING SERVICES	06/24/2026	85.20 85.20	85.20	Open	N 05/06/2026
33048951 00026680	CONSERV FS INC ROADSIDE WEED TREATMENT 01-53-4302	04/21/2026 CLERK ROADSIDE WEED TREATMENT	05/21/2026	614.23 614.23	614.23	Open	N 05/06/2026
APRIL2026 00026681	MICHAEL S. DRELLA CODE ADMIN HEARING 01-55-4240	04/26/2026 CLERK CODE ADMIN HEARING	05/26/2026	112.50 112.50	112.50	Open	N 05/06/2026
APRIL2026 00026682	FRONTIER PHONE LINES X3 31-68-4202 31-50-4202 31-50-4202 31-68-4202 31-79-4202 31-50-4202 31-68-4202 31-68-4202 31-50-4202 31-50-4202 31-68-4202 31-50-4202 31-77-4202 31-68-4202 31-50-4202	04/20/2026 CLERK 217.049.7024 SPECIAL ACCESS LINES W#2 815.544.0520 PRAIRIE KNOLL L/S 815.544.3817 WACO WAY L/S 815.547.6487 WOODSTOCK #5&6 815.547.7209 12211 RT 76 SWWTP 815.765.0565 COUNTRYSIDE L/S 815.765.0940 RT 173 W#3 815.765.1774 NWWTP TOWER 815.765.1859 BEAVER RD L/S 815.765.1914 WHITING RD L/S 815.765.2456 610 S STATE ST NWWTP 815.765.9169 COUNTRYSIDE W#4 815.765.9391 DAWSON LK L/S	05/13/2026	443.52 146.93 0.00 0.00 0.00 144.42 152.17 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	443.52	Open	N 05/06/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
9889582608 00026683	GRAINGER HARNESS 31-68-4302	04/22/2026 CLERK HARNESS	05/22/2026	135.42 135.42	135.42	Open	N 05/06/2026
IH39739 00026684	JOHNSON TRACTOR HYDRAULIC COUPLER 01-53-4227	04/21/2026 CLERK HYDRAULIC COUPLER	05/21/2026	196.84 196.84	196.84	Open	N 05/06/2026
APRIL2026 00026685	MARTENSON, KYLE CLOTHING ALLOWANCE 01-53-4080	04/28/2026 CLERK CLOWTHING ALLOWANCE	05/28/2026	59.99 59.99	59.99	Open	N 05/06/2026
26APRIL 00026686	KRISTI RICHARDSON TREASURER AD 01-50-4209	04/30/2026 CLERK TREASURER AD	05/30/2026	137.15 137.15	137.15	Open	N 05/06/2026
704887 00026687	MCAHON ASSOCIATES, INC. SURF INTERNET REVIEW 01-55-4212	04/14/2026 CLERK SURF INTERNET REVIEW	05/14/2026	1,338.50 1,338.50	1,338.50	Open	N 05/06/2026
704888 00026688	MCAHON ASSOCIATES, INC. WESTERGREN SUB REDEVELOPMENT 01-55-4212	04/14/2026 CLERK WESTERGREN SUB REDEVELOPMENT	05/14/2026	3,975.03 3,975.03	3,975.03	Open	N 05/06/2026
704869 00026689	MCAHON ASSOCIATES, INC. FRONTIER FIBER PLAN REVIEW 01-55-4212	04/14/2026 CLERK FRONTIER FIBER PLAN REVIEW	05/14/2026	2,040.03 2,040.03	2,040.03	open	N 05/06/2026
704890 00026690	MCAHON ASSOCIATES, INC. 2025 PAVEMENT MAINTENANCE PROGRAM-ENGINE 20-00-4232	04/14/2026 CLERK 2025 PAVEMENT MAINTENANCE PROGRAM-ENGINE	05/14/2026	361.00 361.00	361.00	open	N 05/06/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
00704891 00026691	MCAHON ASSOCIATES, INC. BEL AIR REVIEW 01-55-4212	04/14/2026 CLERK BEL AIR REVIEW	05/14/2026	1,333.00 1,333.00	1,333.00	Open	N 05/06/2026
704892 00026692	MCAHON ASSOCIATES, INC. MARCH2026 ENGINEERING 01-50-4212 01-55-4212 01-55-4212	04/14/2026 CLERK MARCH2026 ENGINEERING MARCH2026 ENGINEERING MARCH2026 ENGINEERING	05/14/2026	1,643.55 172.00 353.55 1,118.00	1,643.55	Open	N 05/06/2026
70051 00026693	MENARDS WWTP HORNET SPRAY 31-70-4301	04/30/2026 CLERK WWTP HORNET SPRAY	05/30/2026	47.91 47.91	47.91	Open	N 05/06/2026
69580 00026694	MENARDS NWWTP SUPPLIES 31-77-4302	04/23/2026 CLERK NWWTP SUPPLIES	05/23/2026	31.84 31.84	31.84	Open	N 05/06/2026
69499 00026695	MENARDS NWWTP SUPPLIES 31-77-4302	04/22/2026 CLERK NWWTP SUPPLIES	05/22/2026	27.87 27.87	27.87	Open	N 05/06/2026
694046 00026696	MENARDS NWWTP SUPPLIES 31-77-4302	04/20/2026 CLERK NWWTP SUPPLIES	05/20/2026	34.50 34.50	34.50	Open	N 05/06/2026
69885 00026697	MENARDS CONCRETE FOR SIDEWALK REPAIR 01-53-4302	04/28/2026 CLERK CONCRETE FOR SIDEWALK REPAIR	05/28/2026	419.58 419.58	419.58	Open	N 05/06/2026

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POST DATES 05/04/2026 - 05/07/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
39229 00026698	MR. GOODWATER APRIL WATER 01-50-4302 01-53-4302 01-50-4302 01-50-4302 01-53-4302	05/01/2026 CLERK APRIL WATER APRIL WATER APRIL WATER APRIL WATER APRIL WATER	06/01/2026	87.28 8.00 8.00 35.64 17.82 17.82	87.28	Open	N 05/06/2026
PO3866 00026699	PARALLELL AG SLUDGE SPREADER 31-75-4411	04/24/2026 CLERK SLUDGE SPREADER	05/24/2026	448.28 448.28	448.28	Open	N 05/06/2026
APRIL2026 00026700	PETTY CASH PETTY CASH APRIL 2026 01-55-4240	04/30/2026 CLERK PETTY CASH - EASEMENT RECORDING	05/30/2026	47.00 47.00	47.00	Open	N 05/06/2026
166593 00026701	BS&A SOFTWARE CD CLOUD UPDATE 90-50-4412	05/08/2026 CLERK CD CLOUD UPDATE	06/08/2026	16,815.00 16,815.00	16,815.00	Open	N 05/06/2026
APRIL2026 00026702	PITNEY BOWES INC. POSTAGE 31-70-4208 31-75-4208 01-50-4208	04/29/2026 CLERK POSTAGE POSTAGE POSTAGE	05/29/2026	1,200.00 500.00 500.00 200.00	1,200.00	Open	N 05/06/2026
10356 00026703	RECYCLED RUBBER PRODUCTS MULCH FOR MANSFIELD 01-52-4406	04/28/2026 CLERK MULCH FOR MANSFIELD	05/28/2026	4,730.00 4,730.00	4,730.00	Open	N 05/06/2026
APR2026 00026704	RUCKER, STEPHAN CLOTHING ALLOWANCE 01-53-4080	04/30/2026 CLERK UNIFORM ALLOWANCE	05/30/2026	469.88 469.88	469.88	Open	N 05/06/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

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221854 00026705	ROCKFORD BUSINESS SYSTEMS, INC COPY MACHINE B/W AND COLOR COPIES 01-50-4214	05/01/2026 CLERK COPY MACHINE B/N & COLOR COPIES	05/16/2026	194.92 194.92	194.92	Open	N 05/06/2026
05057173790426 00026706	SHERWIN WILLIAMS CO. PAINT FOR PARKS 01-52-4302	04/21/2026 CLERK PAINT FOR PARKS	05/21/2026	88.80 88.80	88.80	Open	N 05/06/2026
203181 00026707	SIKICH LLP - ACCOUNTING SERVICES MARCH 2026 01-50-4240	04/30/2026 CLERK MARCH 2026	05/30/2026	8,573.10 8,573.10	8,573.10	Open	N 05/06/2026
8107661222APRIL 00026708	COMED WHITTING L/S 31-75-4204	05/01/2026 CLERK WHITTING L/S	06/30/2026	184.36 184.36	184.36	Open	N 05/07/2026
16464 00026709	SOSNOWSKI SZETO, LLP GENERAL LEGAL- APR26 01-50-4213 01-57-4213 01-55-4213 01-53-4213 31-79-4240	05/05/2026 CLERK LEGAL SERVICES LEGAL LEGAL LEGAL LEGAL	06/05/2026	6,845.00 4,856.25 693.75 573.50 27.75 693.75	6,845.00	Open	N 05/07/2026
16465 00026710	SOSNOWSKI SZETO, LLP LABOR LEGAL -APR26 01-50-4213	05/05/2026 CLERK LABOR LEGAL -APR26	06/05/2026	975.00 975.00	975.00	Open	N 05/07/2026
16466 00026711	SOSNOWSKI SZETO, LLP MCDONALDS LEGAL 01-55-4213	05/05/2026 CLERK LEGAL	06/05/2026	786.25 786.25	786.25	Open	N 05/07/2026
16467 00026712	SOSNOWSKI SZETO, LLP EPI COLLECTIONS 01-55-4213	05/05/2026 CLERK LEGAL	06/05/2026	55.50 55.50	55.50	Open	N 05/07/2026

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16468 00026713	SOSNOWSKI SZETO, LLP 517 PRAIRIE POINT COLLECTIONS 01-55-4213	05/05/2026 CLERK LEGAL	06/05/2026	240.50 240.50	240.50	Open	N 05/07/2026
16469 00026714	SOSNOWSKI SZETO, LLP TENORE 01-55-4213	05/05/2026 CLERK LEGAL	06/05/2026	404.80 404.80	404.80	Open	N 05/07/2026
182447817-0001 00026715	SUNBELT RENTALS DRUM ROLLER 01-52-4225	04/21/2026 CLERK DRUM ROLLER	05/21/2026	1,800.95 1,800.95	1,800.95	Open	N 05/07/2026
26040730 00026716	TEST INC. NWWTP TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	04/17/2026 CLERK W & S CONTRACT LABOR - NWWTP W#3 W & S CONTRACT LABOR - SWWTP W#5&6 W & S CONTRACT LABOR - WATER SYSTEM W#4 W & S CONTRACT LABOR - LIFT STATIONS	05/17/2026	100.00 100.00 0.00 0.00 0.00	100.00	Open	N 05/07/2026
26040597 00026717	TEST INC. WELL TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	04/16/2026 CLERK W & S CONTRACT LABOR - NWWTP W#3 W & S CONTRACT LABOR - SWWTP W#5&6 W & S CONTRACT LABOR - WATER SYSTEM W#4 W & S CONTRACT LABOR - LIFT STATIONS	05/18/2026	50.00 0.00 0.00 50.00 0.00	50.00	Open	N 05/07/2026
26040603 00026718	TEST INC. SWWTP TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	04/16/2026 CLERK W & S CONTRACT LABOR - NWWTP W#3 W & S CONTRACT LABOR - SWWTP W#5&6 W & S CONTRACT LABOR - WATER SYSTEM W#4 W & S CONTRACT LABOR - LIFT STATIONS	05/16/2026	100.00 0.00 100.00 0.00 0.00	100.00	Open	N 05/07/2026
61632 00026719	UNITED SANITATION SERVICES, INC. LIONS PARK BATHROOM-APRIL26 01-52-4440	04/29/2026 CLERK LIONS PARK BATHROOM-APRIL26	05/29/2026	270.00 270.00	270.00	open	N 05/07/2026

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61633 00026720	UNITED SANITATION SERVICES, INC. MANSFIELD BATHROOM APRIL26 01-52-4440	04/29/2026 CLERK MANSFIELD BATHROOM APRIL26	05/29/2026	135.00 135.00	135.00	Open	N 05/07/2026
61634 00026721	UNITED SANITATION SERVICES, INC. SHERMAN PARK BATHROOM APRIL 26 01-52-4440	04/29/2026 CLERK SHERMAN PARK BATHROOM APRIL 26	05/29/2026	135.00 135.00	135.00	Open	N 05/07/2026
61635 00026722	UNITED SANITATION SERVICES, INC. VETERANS PARK BATHROOM - APRIL 26 01-52-4440	04/29/2026 CLERK VETERANS PARK BATHROOM - APRIL 26	05/29/2026	135.00 135.00	135.00	Open	N 05/07/2026
61636 00026723	UNITED SANITATION SERVICES, INC. WEST GROVE BATHROOM- APRIL 2026 01-52-4440	04/29/2026 CLERK WEST GROVE BATHROOM- APRIL 2026	05/29/2026	135.00 135.00	135.00	Open	N 05/07/2026
INV01035048 00026724	USA BLUE BOOK HYDRANT FLUSHING SIGNS 31-70-4301	04/30/2026 CLERK HYDRANT FLUSHING SIGNS	05/30/2026	315.90 315.90	315.90	Open	N 05/07/2026
INV0135280 00026725	USA BLUE BOOK HYDRANT FLUSHING SIGNS 31-70-4301	04/30/2026 CLERK HYDRANT FLUSHING SIGNS	05/30/2026	35.10 35.10	35.10	Open	N 05/07/2026
INV01028130 00026726	USA BLUE BOOK SWWTP SUPPLIES 31-79-4302	04/23/2026 CLERK SWWTP SUPPLIES	05/23/2026	1,533.00 1,533.00	1,533.00	open	N 05/07/2026
INV00973264 00026727	USA BLUE BOOK DOOR NOTICES 31-70-4302	02/25/2026 CLERK DOOR NOTICES	03/25/2026	172.65 172.65	172.65	open	N 05/07/2026

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APRIL2026 00026728	VERIZON CELL PHONES, TABLETS, HOTSPOT	04/23/2026 CLERK	05/15/2026	332.96	332.96	Open	N 05/07/2026
	01-53-4202	A. TABLET 608-671-9116		20.02			
	01-50-4202	B. TABLET 608-671-9127		20.02			
	31-50-4202	C. HOTSPOT 608-671-9129		36.01			
	31-50-4202	E. . TABLET 608-671-9757		20.02			
	31-50-4202	F. TABLET 608-671-9946		20.02			
	01-57-4202	H. VPG CLERK 815-543-4635		39.37			
	01-53-4202	I. PWD CELL 815-742-0418		39.37			
	31-50-4202	J. WWTP CELL 815-742-7421		39.37			
	01-50-4202	K. VPG ADMIN CELL 815-988-6191		39.37			
	31-50-4202	D. TABLET 608-671-9175		20.02			
	01-53-4202	G. PWD CELL 608-991-0639		39.37			
15150 00026729	ABBY PEST ELIMINATION LLC OLD OW BLDING	05/07/2026 CLERK	06/07/2026	67.00	67.00	Open	N 05/07/2026
	01-50-4301	PEST CONTROL @VILLAGE HALL		0.00			
	31-75-4301	PEST CONTROL @NWWTP		0.00			
	01-53-4240	PEST CONTROL @OLDPWBLDG		67.00			
	01-53-4240	PEST CONTROL @NPWBLDG		0.00			
	01-50-4240	SPRING EXTENSION TREATMENT @VH		0.00			
15145 00026730	ABBY PEST ELIMINATION LLC NEW PW BLDING	05/07/2026 CLERK	06/07/2026	85.00	85.00	Open	N 05/07/2026
	01-50-4301	PEST CONTROL @VILLAGE HALL		0.00			
	31-75-4301	PEST CONTROL @NWWTP		0.00			
	01-53-4240	PEST CONTROL @OLDPWBLDG		0.00			
	01-53-4240	PEST CONTROL @NPWBLDG		85.00			
	01-50-4240	SPRING EXTENSION TREATMENT @VH		0.00			
15148 00026731	ABBY PEST ELIMINATION LLC PEST CONTROL @VH	05/07/2026 CLERK	06/07/2026	47.00	47.00	Open	N 05/07/2026
	01-50-4301	PEST CONTROL @VILLAGE HALL		47.00			
	31-75-4301	PEST CONTROL @NWWTP		0.00			
	01-53-4240	PEST CONTROL @OLDPWBLDG		0.00			
	01-53-4240	PEST CONTROL @NPWBLDG		0.00			
	01-50-4240	SPRING EXTENSION TREATMENT @VH		0.00			

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 9.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
15149 00026732	ABBY PEST ELIMINATION LLC PEST CONTROL AT NWWTP 01-50-4301 31-75-4301 01-53-4240 01-53-4240 01-50-4240	05/07/2026 CLERK	06/07/2026	165.00 0.00 165.00 0.00 0.00 0.00	165.00	Open	N 05/07/2026
71649 00026733	B&F CONSTRUCTION CODE SERVICE, INC. FIRE ALARM PLAN REVIEW 01-55-4215	05/04/2026 CLERK	06/04/2026	228.70 228.70	228.70	Open	N 05/07/2026
MAY26 00026734	COMCAST PHONE LINES AND INTERNET 31-50-4202 01-53-4302 31-50-4202 31-68-4202 01-50-4202 31-68-4202 31-68-4202 31-50-4202 31-50-4202 31-68-4202 31-50-4202 01-50-4202 31-79-4202 31-50-4202	05/05/2026 CLERK	05/26/2026	1,576.09 88.33 247.90 82.02 88.33 324.15 82.02 229.36 82.02 82.02 121.61 148.33 0.00 0.00 0.00	1,576.09	Open	N 05/07/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 9.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
26MAY 00026735	COMCAST VH PHONES 31-50-4202 01-53-4302 31-50-4202 31-68-4202 01-50-4202 31-68-4202 31-68-4202 31-50-4202 31-50-4202 31-50-4202 31-68-4202 31-50-4202 01-50-4202 31-79-4202 31-50-4202	05/01/2026 CLERK B. 205 BEAVER DR - 815-765-8010 A. 111 E PARK ST-INTERNET C. 291 PRAIRIE KNOLL - 815-544-0520 D. 4420 MENGE LN - 815-765-8033 E. 200 N. HILL ST - INTERNET H. 4870 WOODSTOCK RD - 815-547-6487 F. 610 S STATE - 815-765-1774 &2456 G. 4194 DAWSON LAKE - 815-765-9391 I. 901 WACO WAY- 815-975-9049 J. 275 W GROVE ST- 217-049-7024 K. 5500 WHITING RD - 815-765-1914 200 N HILL ST - PHONE LINES L. 12211 RT 76 815-547-7209 M. 13505 HARVEST WAY-815-765-0565	06/01/2026	472.57 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 472.57 0.00 0.00	472.57	Open	N 05/07/2026
160882656 00026736	EVERON FKA ADT COMMERCIAL FIRE & SECURITY MAY2026 01-50-4206	04/27/2026 CLERK FIRE & SECURITY MAY2026	05/27/2026	239.46 239.46	239.46	Open	N 05/07/2026
7940-26 00026737	FOX VALLEY INTERNET, INC. INTERNET FOR PLANTS 31-77-4202 31-79-4202	04/27/2026 CLERK NWWTP INTERNET SWWTP INTERNET	05/12/2026	54.90 29.95 24.95	54.90	Open	N 05/07/2026
INV-00104164 00026738	GAME TIME C/O PLAYCORE COMPANY WEST GROVE INSTALLATION 90-52-4442	04/23/2026 CLERK WEST GROVE INSTALLATION	05/23/2026	16,622.00 16,622.00	16,622.00	Open	N 05/07/2026
IN7105348285 00026739	GO TO COMMUNICATIONS INC VH PHONES 01-50-4202	05/01/2026 CLERK VH PHONES	05/15/2026	247.67 247.67	247.67	Open	N 05/07/2026
9906698460 00026740	GRAINGER REPL. AIR NOZZLES 01-53-4302	05/06/2026 CLERK REPL. AIR NOZZLES	06/06/2026	67.33 67.33	67.33	Open	N 05/07/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 9.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
559451 00026741	LINCOLN RENT-ALL & LAWN EQUIP SALES MUD MIXER 01-53-4302	04/29/2026 CLERK MUD MIXER	05/29/2026	378.88 378.88	378.88	Open	N 05/07/2026
40622 00026742	MORGAN BUILDING MAINTENANCE, INC VH & LP CLEANING MAY26 01-50-4219 01-52-4219	05/01/2026 CLERK VH MONTHLY CLEANING LP MONTHLY CLEANING	06/01/2026	1,251.00 715.00 536.00	1,251.00	Open	N 05/07/2026
23570 00026743	P.C. TECH 2 U CARBONITE OFFICE - 1YR 01-50-4214	04/23/2026 CLERK CARBONITE OFFICE - 1YR	05/23/2026	599.99 599.99	599.99	Open	N 05/07/2026
2835 00026744	PREMIER LANDSCAPE STORE GRAVEL FOR RC SIGN 01-53-4315	05/06/2026 CLERK GRAVEL FOR RC SIGN	06/05/2026	628.00 628.00	628.00	Open	N 05/07/2026
26041244 00026745	TEST INC. SWWTP TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	05/01/2026 CLERK W & S CONTRACT LABOR - NWWTP W#3 W & S CONTRACT LABOR - SWWTP W#5&6 W & S CONTRACT LABOR - WATER SYSTEM W#4 W & S CONTRACT LABOR - LIFT STATIONS	06/01/2026	17.00 0.00 17.00 0.00 0.00	17.00	Open	N 05/07/2026
26041242 00026746	TEST INC. NWWTP TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	05/01/2026 CLERK W & S CONTRACT LABOR - NWWTP W#3 W & S CONTRACT LABOR - SWWTP W#5&6 W & S CONTRACT LABOR - WATER SYSTEM W#4 W & S CONTRACT LABOR - LIFT STATIONS	06/01/2026	17.00 17.00 0.00 0.00 0.00	17.00	Open	N 05/07/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 9.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
26041243 00026747	TEST INC. WELL TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	05/01/2026 CLERK	06/01/2026	17.00	17.00	Open	N 05/07/2026
		W & S CONTRACT LABOR - NWWTP W#3		0.00			
		W & S CONTRACT LABOR - SWWTP W#5&6		0.00			
		W & S CONTRACT LABOR - WATER SYSTEM W#4		17.00			
		W & S CONTRACT LABOR - LIFT STATIONS		0.00			
50126053 00026748	TEST INC. JUNE 2026 TESTING 31-77-4236 31-79-4236 31-68-4236 31-75-4236	05/01/2026 CLERK	06/01/2026	19,411.83	19,411.83	Open	N 05/07/2026
		W & S CONTRACT LABOR - NWWTP W#3		5,823.55			
		W & S CONTRACT LABOR - SWWTP W#5&6		5,823.55			
		W & S CONTRACT LABOR - WATER SYSTEM W#4		4,852.96			
		W & S CONTRACT LABOR - LIFT STATIONS		2,911.77			
40007-MAY26 00026749	SOLUTIONS BANK INTEREST & PRINCIPAL - PW NOTE 40007 01-50-4752 01-50-4752	05/07/2026 CLERK	05/15/2026	13,870.00	13,870.00	Open	N 05/07/2026
		INTEREST - PW NOTE 40007		1,844.47			
		PRINCIPAL - PW NOTE 40007		12,025.53			
40192-MAY 26 00026750	SOLUTIONS BANK INTEREST & PRINCIPAL 24 TRK - 40192 01-53-4811 01-53-4407	05/01/2026 CLERK	05/30/2026	4,170.89	4,170.89	Open	N 05/07/2026
		INTEREST 24 TRK - 40192		735.09			
		PRINCIPAL 24 TRK - 40192		3,435.80			
40155 - MAY 202 00026751	SOLUTIONS BANK INTEREST & PRINCIPAL PW NOTE 40155 01-50-4752 01-50-4752	05/01/2026 CLERK	05/17/2026	5,621.39	5,621.39	Open	N 05/07/2026
		INTEREST ON BONDS/NOTES		2,130.63			
		INTEREST ON BONDS/NOTES		3,490.76			

# of Invoices:	91	# Due: 91	Totals:	143,614.03	143,614.03
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:				143,614.03	143,614.03

--- TOTALS BY FUND ---

01 GENERAL FUND	80,572.02	80,572.02
20 MOTOR FUEL FUND	361.00	361.00

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 05/04/2026 - 05/07/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 9.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
	31 WATER & SEWER FUND			29,244.01	29,244.01		
	90 GOV FUNDS CAPITAL PROJECTS FUND			33,437.00	33,437.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	00 GF ASSEST LIABILITIES ACCOUNTS			361.00	361.00		
	50 ADMIN			55,094.08	55,094.08		
	52 PARKS			24,685.43	24,685.43		
	53 STREETS			15,342.50	15,342.50		
	55 COMMUNITY DEVELOPMENT AND EVENTS			18,924.22	18,924.22		
	57 VILLAGE CLERK			733.12	733.12		
	68 WATER TOWERS			5,723.63	5,723.63		
	70 WATER			1,071.56	1,071.56		
	75 SEWER			4,982.29	4,982.29		
	77 NORTH PLANT			6,714.71	6,714.71		
	79 SOUTH PLANT			9,981.49	9,981.49		

Date Updated: 05.07.2026

		Apr-26		
FOR APPROVAL	Actual to Date	Total by Type		
	Check Run #1	Check Run #2		
AP Checks	\$106,539.79		\$106,539.79	
EFTS (ACH)	\$37,074.24		\$37,074.24	
Payroll	\$43,098.56		\$43,098.56	
Insurance	\$14,685.42		\$14,685.42	
Total	\$201,398.01	\$0.00	\$201,398.01	

TO BE ATTACHED IN PACKET AS SUMMARY REPORT

2 payroll (5/1/26 & 05/15/2026)

Specific Breakout:	Actual for the month paid	Estimate Additional	Total by Type
Total	\$0.00	\$0.00	\$0.00

FINAL NUMBERS				
Monthly Approvals	April Final Numbers Requested	Actual	Difference	
AP Checks	\$140,085.26	\$140,085.26	\$0.00	
EFTS (ACH)	\$67,433.64	\$67,433.64	\$0.00	
Payroll	\$59,084.39	\$59,084.39	\$0.00	
Insurance	\$21,142.32	\$21,142.32	\$0.00	
Total	\$287,745.61	\$287,745.61	\$0.00	

Specific Breakout:	Requested	Actual	Difference
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ORDINANCE NUMBER: 2026-12

AN ORDINANCE AMENDING TITLE VI “PUBLIC WAYS”, CHAPTER 2 “COMBINED WATERWORKS AND SEWERAGE SYSTEMS” SECTION 6-2-4-4 OF THE CODE OF ORDINANCES FOR THE VILLAGE OF POPLAR GROVE TO CORRECT ERROR IN ORDINANCE 2026-08

WHEREAS, the Village of Poplar Grove (“Village”) had adopted a Code of Ordinances (“Code”); and

WHEREAS, Title VI Public Ways and Property, Chapter 2 “Combined Waterworks and Sewerage System” governs the use of the Village water and sewer system including billing and payments; and

WHEREAS, the Village wishes to amend Title VI “Public Ways and Property”, Chapter 2 “Combined Waterworks and Sewerage System”, 6-2-4-4 “Termination of Service” of the Code; and

WHEREAS, the Village previously amended Section 6-2-4-4 of the Code in Ordinance 2025-22 but, due in part to delayed codification, those changes were not later incorporated into latter adopted Ordinance 2026-08 which made additional changes to that same section; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to approve amendments to Section 6-2-4-4 of the Code regarding water service termination to incorporate those earlier revisions from Ordinance 2025-22 and also include the revisions from Ordinance 2026-08.

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

1. The above recitals are incorporated herein and made a part hereof.
2. Chapter 2 “Combined Waterworks and Sewerage System” of Title VI “Public Ways and Property” of the Code of Ordinances for the Village of Poplar Grove, shall and hereby is amended, and Section 6-2-4-4 “Termination of Service” is added to read as follows (deletions shown as ~~strike throughs~~ and new language as **bold** and underlined):

“6-2-4-4. – TERMINATION OF SERVICE.

- A. Non-payment. Timing of payments for service shall follow 6-2-4-2(A). If **an** account remains unpaid by the end of the month **of \$150.00 or greater**, water services will be shut off and will result in a \$110.00 shut off fee, and service shall not be reinstated until all past due invoices are paid in full pursuant to 6-2-4-2(A). A disconnection notice will be sent via regular mail prior to disconnection following the 21st day of the month. In the

event that the b-box is damaged, such that the water services are unable to be shut off, the shut off fee will still be imposed.

In the event of non-payment and the Village cannot shut service off as scheduled due to a b-box obstruction, the Village may assess an administrative fee of \$55.00.

Further, it shall be a violation of this Section for a property owner or occupant to obstruct a b-box, intentionally or unintentionally, or to prevent the Village from accessing the b-box subject to a penalty as outlined in Section 1-4-1 General Penalty of this Code.

- B. Other Termination of Service. If a water/sewer customer in good standing, or in the case of emergency, the owner of said property may request by application a turn-off or turn-on for a service fee of \$45.00 each.
 - C. Sewer Only Customers. For sewer-only customers, if the rate or charges for such service are not paid according to 6-2-4-2(A), the Village shall notify the owner of the property in writing that the bill for such service is past due, and late fees will be assessed. In the event the charges for service are not paid according to 6-2-4-2, such charges shall be deemed and are hereby declared to be delinquent, and thereafter such delinquencies shall constitute liens upon the real estate for which service is supplied. The Village Clerk is hereby authorized and directed to file sworn statements showing such delinquencies in the Office of the Recorder of Deeds of Boone County, Illinois, and the filing of such statements in such office shall be deemed notice for the payment of such charges for such service.
 - D. **In the event of extreme weather that prevents the Village from disconnecting service to the property, no administrative fee shall be assessed, and disconnection shall occur at the next possible date. For the purposes of this Section, extreme weather shall mean temperatures in excess of 90° or temperatures lower than 10° on the date of disconnection or in the 24-hours following, at the discretion of the Village; natural precipitation covering the b-box; tornado weather conditions; or any other weather warning that could endanger the safety of village employees.”**
3. Except as amended by this Ordinance, all other provisions and terms of the Village Code of Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.
 4. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

PRESIDENT

ATTEST:

VILLAGE CLERK



200 N. Hill Street, Poplar Grove, IL 61065
 Phone: (815) 765-3201 – Fax: (815) 765-3571
<https://www.poplargo-ve-il.gov/>

David Howe
 601 Taylor Ridge
 Belvidere, IL 61008

RE: Offer of Employment – Full Time Public Works Director Village of Poplar Grove

Dear Mr. Howe:

Please allow this letter to serve as the Village of Poplar Grove's official offer of full-time employment to you to continue to serve as the Public Works Director for the Village of Poplar Grove.

The Public Works Director requirements and a summary of the job duties have previously been provided to you. This position includes a salary of \$104,000.00 annually effective May 1, 2026. Generally, your hours of work will be 7:30 a.m. to 4:00 p.m. Monday through Friday, although some weeks may require more hours depending on emergencies, on call workload and Village Board meeting attendance, as needed. As you are aware, this is a salaried position, and the hours of work will be commensurate to the workload necessary to perform the duties of the job.

Other benefits offered as a part of this full-time employment include two weeks paid vacation, various paid holidays and sick time as provided by the Village of Poplar Grove Employee Handbook, an option for health insurance for you (subject to an employee contribution as outlined in the Employee Handbook), life insurance and a retirement benefit with the Illinois Municipal Retirement Fund. Specifically for your role; also includes a clothing allowance of \$900, a boot allowance of \$300, and use of a public vehicle for various personal use.

Please be advised that this offer of employment is at-will and should not be construed to create a contractual relationship.

The Village Board looks forward to continuing to work together with you.

Sincerely,

Kristi Richardson
 Village President

cc: Poplar Grove Board of Trustees



200 N. Hill Street, Poplar Grove, IL 61065
 Phone: (815) 765-3201 – Fax: (815) 765-3571
<https://www.poplargoive-il.gov/>

May 1, 2026

Katelyn Jaster
 1005 Lincoln St.
 Harvard, IL 60033

RE: Offer of Employment – Deputy Village Clerk / Community Development Coordinator Village of Poplar Grove

Dear Mrs. Jaster:

Please allow this letter to serve as the Village of Poplar Grove's continued offer of full-time employment to you to serve as the Deputy Clerk and Community Development Coordinator for the Village of Poplar Grove.

The Village Deputy Clerk requirements and a summary of the job duties pertaining to the Community Development Coordinator have previously been provided to you. Effective as of May 1, 2026. This position includes a wage rate of \$28.50 hourly which shall include two (2) paid 15-minute breaks and a one-half hour unpaid lunch period. Generally, your hours of work will be 8:00 a.m. to 4:30 p.m. Monday through Friday, although some weeks may require more hours depending on workload.

Other benefits offered as a part of this full-time employment include 17 days of paid vacation, various paid holidays and sick time as provided by the Village of Poplar Grove Employee Handbook, an option for health insurance for you (subject to an employee contribution as outlined in the Employee Handbook), life insurance and a retirement benefit with the Illinois Municipal Retirement Fund.

Please be advised that this offer of employment is at-will and should not be construed to create a contractual relationship.

The Village Board looks forward to continuing to work together with you.

Sincerely,

Kristi Richardson
 Village President

cc: Poplar Grove Board of Trustees



200 N. Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815) 765-3571
<https://www.poplargo-ve-il.gov/>

May 1, 2026

Renee Lampe
2211 Oakbrook Dr.
Belvidere, Il 61008

RE: Offer of Employment – Customer Service/Utility Billing Specialist Village of Poplar Grove

Dear Mrs. Lampe:

Please allow this letter to serve as the Village of Poplar Grove's continued offer of full-time employment to you to serve as the Customer Service/Utility Billing Specialist for the Village of Poplar Grove.

The Village Customer Service/Utility Billing Specialist requirements and a summary of the job duties have previously been provided to you. Effective as of May 1, 2026. This position includes a wage rate of \$21.84 hourly which shall include two (2) paid 15 minute breaks and a one-half hour unpaid lunch period. Generally, your hours of work will be 8:00 a.m. to 4:30 p.m. Monday through Friday, although some weeks may require more hours depending on workload.

Other benefits offered as a part of this full-time employment include two weeks paid vacation, various paid holidays and sick time as provided by the Village of Poplar Grove Employee Handbook, an option for health insurance for you (subject to an employee contribution as outlined in the Employee Handbook), life insurance and a retirement benefit with the Illinois Municipal Retirement Fund.

Please be advised that this offer of employment is at-will and should not be construed to create a contractual relationship.

The Village Board looks forward to continuing to work together with you.

Sincerely,

Kristi Richardson
Village President

cc: Poplar Grove Board of Trustees

Cost Analysis / Proposal:

200 N HILL ST POPLAR GROVE, IL 61065
BPN: 0015916309

Existing System:
F3Z2:Relay 4500 Base Unit

Relay 5000 Inserting System

Whether it's sending out monthly bills to existing customers or direct mail to build your business, your mail is critical to the success of your company. And you don't have time to spend double-checking to make sure it's right. It just needs to be perfect the first time, every time. The Relay 5000 inserter is specifically designed to deliver accurate, reliable processing of up to 62,500 pieces a month, respectively. So you can be confident your mail is not only getting out on time, but the right information is getting to the right customer. Every single month, every single time.



- System Features:
- Flexible Tower Feeder (4 total feeders)
 - 3 Sheet/Insert Feeders, 1 Envelope Feeder
 - Power Guard

Purchase Price:

Equipment:	\$22,778.40
Annual Maintenance (starting 2 nd year):	\$2,041.60 Per Year

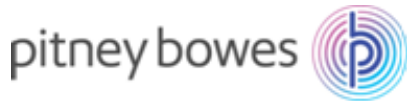
Optional Add-On Items:

Vertical Power Stacker:	\$2,119.64
60" Height Adjustable Table:	\$3,617.48

Purchase Price w/Add-On Items:

Equipment:	\$28,515.52
Annual Maintenance (starting 2 nd year):	\$2,186.40 Per Year

- Contract Includes:
- State of Illinois Master Agreement Pricing
 - NASPO Value Point 23-510CPOGS-CPOGS-P-45094
 - All equipment shipping & handling, installation
 - Extensive on-board training for software and equipment
 - One Year Free Maintenance w/Purchase
 - Customer Satisfaction Guarantee (see attached)



Customer Satisfaction Guarantee

Pitney Bowes Sending Technology Solutions is committed to providing our customers with the finest products backed by the highest quality care and service. As long as you continually maintain coverage with a Pitney Bowes Service Level Agreement for hardware and a software maintenance agreement for software after warranty, Pitney Bowes promises to provide you the following:

GUARANTEED PRODUCT PERFORMANCE

For all new and remanufactured Pitney Bowes[®] branded products provided by Pitney Bowes in the U.S., we guarantee performance to our specifications for the initial term of the lease or three years if purchased. If, during that period, the product does not perform to our specifications, and we cannot repair it, we will replace it with a comparable product. If during the first ninety days after installation the replacement product does not perform as specified, you will be entitled to a refund of payments made to us for the replacement product. If the original or replacement product fails to perform due to the use of a non-Pitney Bowes consumable supply or unapproved software/hardware modification, this guarantee will not apply.

GUARANTEED NATIONWIDE SERVICE

Our nationwide service force will respond to service and preventative maintenance requests as part of your maintenance agreement for hardware. If we find that we cannot return your Pitney Bowes branded equipment to a satisfactory operating condition within a reasonable time, where appropriate, we will provide you with a loaner at no additional cost.

HELP LINE SUPPORT

For customers with products that are supported through our Diagnostics Center, toll-free telephone technical assistance is available Monday through Friday, 8:00 A.M. until 8:00 P.M. ET exclusive of holidays.

RATE CHANGE PROTECTION

With our ability to accommodate a wide range of carriers, we are your rate data source. Also, should you select any of our plans that include software rate protection, we guarantee that you will not be charged for unexpected rate changes within the scope of your plan.

OPERATOR PRODUCTIVITY AND TRAINING EXCELLENCE

For all products that we install, our skilled professionals will effectively deliver the agreed upon installation and training services.

PURCHASE POWER[®] SERVICE

The Pitney Bowes Bank, Inc. provides postage advances to all qualified customers in good standing. You will not have to pay for postage in advance. You can mail now and pay later when you get your bill.

At Pitney Bowes, we are committed to maintaining long-term partnerships with our customers. If our sales and service support team has been unable to satisfy you, I would like to hear from you. Please call my office at 1-800-622-2296.

[We won't be satisfied until you are satisfied.](#)

Harris Warsaw

Harris Warsaw

Senior Vice President Global Sales, Global Sending Technology Solutions



Mailing
Inserting

Relay® 5000 inserter

Fast, reliable, and flexible technology for your mail.



Simplify complex mail

The Relay® 5000 inserting system is designed on a fast, reliable folding and inserting platform that helps ensure that the right contents get into the right envelope.

Improve productivity without risking precision.

Mail continues to be critical to the success of your company, from sending monthly bills to existing customers to building your business via direct mail. Achieving accuracy, security and speed isn't merely important. It's necessary. Until now, it's been difficult to identify an ideal solution that can keep your mailing process precise and accurate.

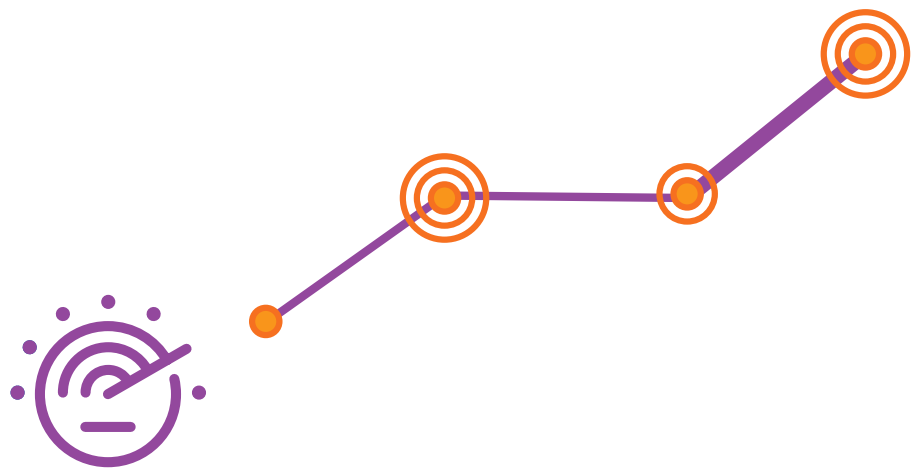
Keep your mail moving with outstanding flexibility and efficiency.

The Relay 5000 inserter enables fast, consistent production of both simple and complex jobs. The proven reliable chassis uses the same straight paper path design found on our top of the line inserters. The Relay 5000 also gives you the flexibility to handle letters or flats, without any manual changeover. That saves you time and effort.

The Relay® 5000 does the work... so you don't have to.

Set and start your mail runs in seconds with the intuitive user interface. With the ability to program your jobs with real names—not just numbers—you can switch settings such as form letters to flats or single page letters to variable page bills with a simple press of a button. The simple-to-follow onscreen user guides walk you through the loading of paper, inserts, and envelopes. With guesswork eliminated, the Relay 5000 is easy enough to use for even casual operators.

- Finish up to 4,000 envelopes per hour.
- Process monthly volumes up to 62,500 finished envelopes.
- Multiple output options to suit your workflow.
- Optional ergonomic height-adjustable table.



Reliable and flexible design keeps your documents and envelopes moving quickly.

Relay 5000 features

Envelope feeder

Easily switch between flats and letter-size envelopes, load on-the-fly without stopping the job.



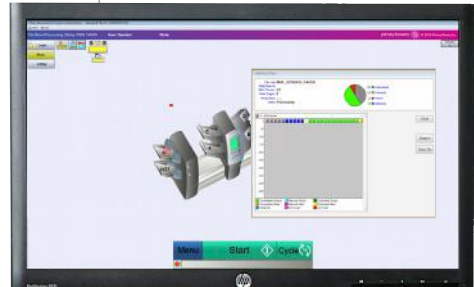
Control panel

Provides straightforward job creation and selection, with job status display all in one convenient user interface.



File-based processing

Mail piece integrity option that provides total control, visibility and reporting for your mail production process.



High-capacity sheet feeder

Each high-capacity sheet feeder has two 1000-sheet capacity feeder trays (2000 total) to keep your production moving.



Tower feeders

One dedicated outer envelope feeder for either letter or flat envelopes combined with 3 flexible feeders for either inserts or sheets.

Folder

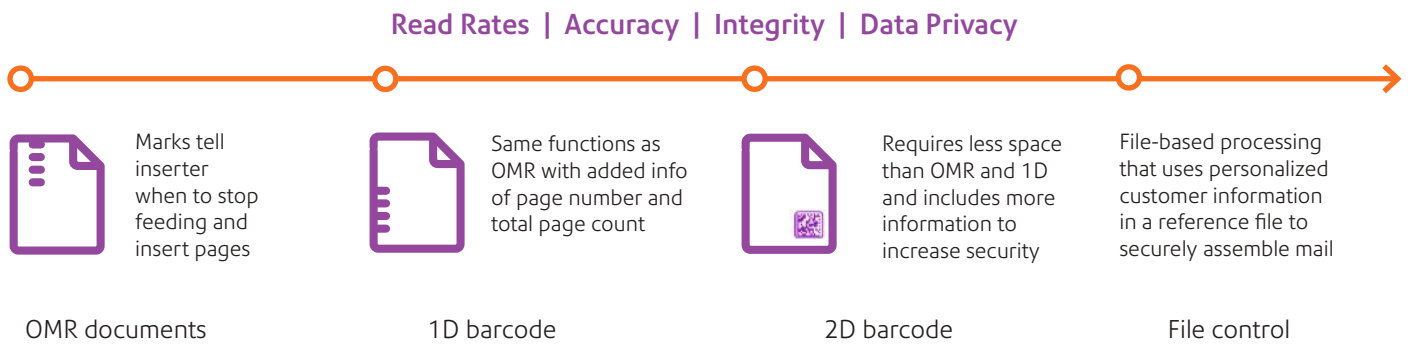
Folds collated sheets into C-fold, Z-fold, Single-Fold, or Double-Fold. No fold for flat envelopes.

Reverse accumulator

Ensures the address shows properly in the window of an envelope whether the address is on the top, middle, or bottom of the page.

Your production is only as good as the accuracy it provides.

Information privacy, marketing campaigns, incoming revenue, and customer retention, all rely on superior mail accuracy when a customer opens it. The Relay 5000 includes flexible barcode scanning options such as OMR, 1D and 2D. This technology lets you accurately assemble your variable page mail, thus eliminating the need to manually sort documents by page count.



File control (file-based processing)

The Relay® 5000 goes beyond barcode scanning. Now, Pitney Bowes offers our world-class file-based processing capabilities in a mid-volume inserting

system. File-based processing checks and cross-checks every page in your mailing. This gives you total visibility to each mail piece and helps

prove that you've safeguarded the private information that your customers entrust you with.

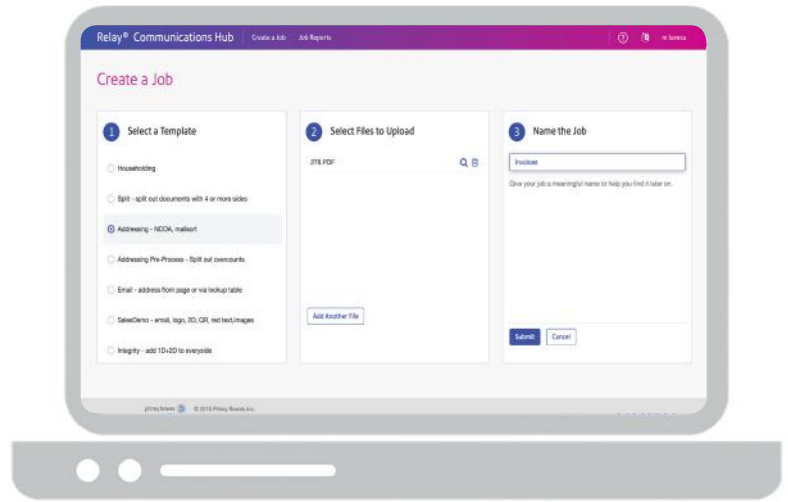


The reference file is used to control and constantly verify pages are accurately folded and inserted.

Relay hub from the Pitney Bowes Commerce Cloud

Protect private customer data the easy way.

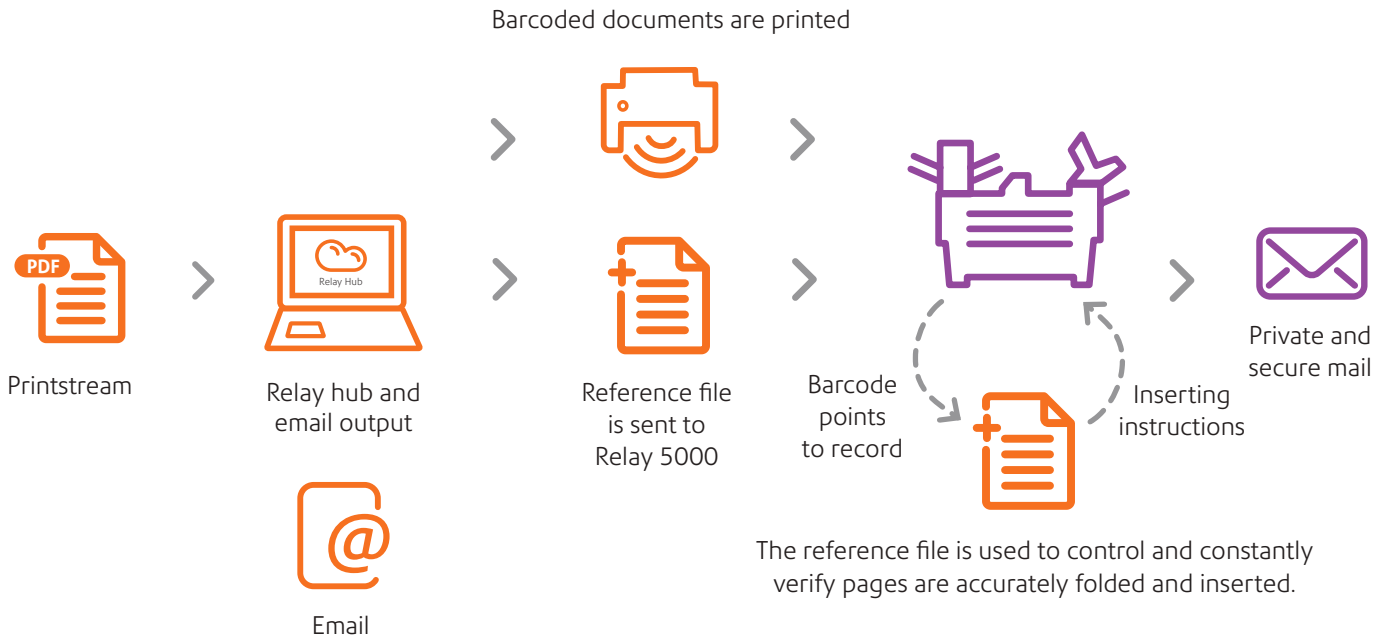
The Relay hub leverages the simplicity and speed of SaaS to help you add security to your mail and workflow, without interrupting your current systems.



The Relay hub is a powerful, simple, secure cloud solution that works with your existing print streams to add scan codes to existing documents. It also

helps you transition documents to email when you're ready to send. For customers wanting more digital communication options, the Relay hub

can seamlessly shift print streams used for physical mail and adapt it to digital channels. This includes email sending and archiving.

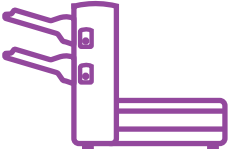


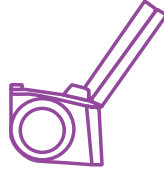



We're here to help. At Pitney Bowes, we believe that every document should be treated with the same level of scrutiny, regardless if you're sending communications using physical or digital mail, producing them in-house or outsourcing your production.

Specifications

Throughput	4,000 per hour
Monthly capacity	62,500
Maximum number of feeders	7 (4 High-capacity Sheet Feeders + 3 Sheet/Insert feeders)
Fold options	C, Z, Half, Double, No Fold
Integrity options	OMR, 1D, 2D, exit scanning, file-based processing
Programmable jobs	24
Tower sheet trays	
Capacity per feeder	350 sheets
Paper sizes	Minimum 5" (127 mm) width x 5.31" (135 mm) length Maximum 9.84" (250 mm) width x 14" (356 mm) length
Paper weights	Minimum 16 lb (60 gsm) to 44 lb (175 gsm)
High-capacity sheet feeder	
Capacity per feeder	Optional (up to 2 per base system) 2000 sheets (1000 per feeder tray)
Paper sizes	Minimum 7.99" (203 mm) width x 9.15" (232 mm) length Maximum 8.5" (216 mm) width x 11.69" (297 mm) length
Paper weights	Minimum 20 lb (75 gsm) to 24 lb (90 gsm)
Insert feeder	
Capacity	350 inserts
Sizes	Minimum 2.83" (72 mm) height x 5" (127 mm) length Maximum 6" (153 mm) height x 9.84" (250 mm) length
Thickness, compressed	Minimum 0.003" (0.076mm) to maximum 0.1" (2.54 mm)
Envelope feeder	
Capacity	250 Letter (100 Flat)
Letter-sized	Minimum 3.5" (89 mm) height x 6.37" (162 mm) length Maximum 6.5" (165 mm) height x 10.5" (266 mm) length
Flat-sized	Minimum 6.37" (162 mm) height x 6.5" (165 mm) length Maximum 10.5" (266 mm) height x 13" (330 mm) length
Envelope weights	Letter: Minimum 18 lb (70 gsm) to maximum 24 lb (90 gsm) Flats: Minimum 20 lb (80 gsm) to maximum 24 lb (90 gsm)
Physical dimensions (includes tower feeder trays)	
Length	60.5" base, 89.5" overall length (base unit fits on 60" table)
Depth	22.8"
Height	31"
Weight	326.5 lbs

Accessory physical specifications

	High capacity sheet feeder			Horizontal belt stacker	
	Height	31"		Height	18"
	Table-length requirement	30"		Table-length requirement	N/A
	Installed Length	49"		Installed length (floor)	22"
	Exit transport			Vertical power stacker	
	Height	16"		Height	31"
	Table-length requirement	18"		Table-length requirement	N/A
	Installed length	18"		Installed length	14"
	Flats sealer				
	Height	31"			
	Table-length requirement	12"			
	Installed length	12"			

Relay® 5000 inserter system precisely folds inserts and seals up to 4,000 pieces per hour.



pitney bowes



United States

3001 Summer Street
Stamford, CT 06926-0700

For more information,
visit us online: pitneybowes.com/us

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All other trademarks are the property of their respective owners.
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Cost Analysis / Proposal:

200 N HILL ST POPLAR GROVE, IL 61065
BPN: 0015916309

Existing System:
F3Z2:Relay 4500 Base Unit

Relay 5000 Inserting System

Whether it's sending out monthly bills to existing customers or direct mail to build your business, your mail is critical to the success of your company. And you don't have time to spend double-checking to make sure it's right. It just needs to be perfect the first time, every time. The Relay 5000 inserter is specifically designed to deliver accurate, reliable processing of up to 62,500 pieces a month, respectively. So you can be confident your mail is not only getting out on time, but the right information is getting to the right customer. Every single month, every single time.

- System Features:
- Flexible Tower Feeder (4 total feeders)
 - 3 Sheet/Insert Feeders, 1 Envelope Feeder
 - Power Guard



Lease Options:

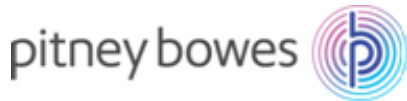
36-Month Term:	\$875.85 Monthly
48-Month Term:	\$736.77 Monthly
60-Month Term:	\$655.13 Monthly

Lease Options w/Add-On Items: Vertical Power Stacker & 60" Height Adjustable Table

36-Month Term:	\$1,073.57 Monthly
48-Month Term:	\$896.60 Monthly
60-Month Term:	\$792.68 Monthly

Contract Includes:

- State of Illinois Master Agreement Pricing
- NASPO Value Point ADSPO16-169897
- All equipment shipping & handling, installation
- Extensive onboard training for software and equipment
- Full Maintenance Included w/Lease (all parts, all labor)**
- Customer Satisfaction Guarantee (see attached)



Customer Satisfaction Guarantee

Pitney Bowes Sending Technology Solutions is committed to providing our customers with the finest products backed by the highest quality care and service. As long as you continually maintain coverage with a Pitney Bowes Service Level Agreement for hardware and a software maintenance agreement for software after warranty, Pitney Bowes promises to provide you the following:

GUARANTEED PRODUCT PERFORMANCE

For all new and remanufactured Pitney Bowes[®] branded products provided by Pitney Bowes in the U.S., we guarantee performance to our specifications for the initial term of the lease or three years if purchased. If, during that period, the product does not perform to our specifications, and we cannot repair it, we will replace it with a comparable product. If during the first ninety days after installation the replacement product does not perform as specified, you will be entitled to a refund of payments made to us for the replacement product. If the original or replacement product fails to perform due to the use of a non-Pitney Bowes consumable supply or unapproved software/hardware modification, this guarantee will not apply.

GUARANTEED NATIONWIDE SERVICE

Our nationwide service force will respond to service and preventative maintenance requests as part of your maintenance agreement for hardware. If we find that we cannot return your Pitney Bowes branded equipment to a satisfactory operating condition within a reasonable time, where appropriate, we will provide you with a loaner at no additional cost.

HELP LINE SUPPORT

For customers with products that are supported through our Diagnostics Center, toll-free telephone technical assistance is available Monday through Friday, 8:00 A.M. until 8:00 P.M. ET exclusive of holidays.

RATE CHANGE PROTECTION

With our ability to accommodate a wide range of carriers, we are your rate data source. Also, should you select any of our plans that include software rate protection, we guarantee that you will not be charged for unexpected rate changes within the scope of your plan.

OPERATOR PRODUCTIVITY AND TRAINING EXCELLENCE

For all products that we install, our skilled professionals will effectively deliver the agreed upon installation and training services.

PURCHASE POWER[®] SERVICE

The Pitney Bowes Bank, Inc. provides postage advances to all qualified customers in good standing. You will not have to pay for postage in advance. You can mail now and pay later when you get your bill.

At Pitney Bowes, we are committed to maintaining long-term partnerships with our customers. If our sales and service support team has been unable to satisfy you, I would like to hear from you. Please call my office at 1-800-622-2296.

[We won't be satisfied until you are satisfied.](#)

Harris Warsaw

Harris Warsaw

Senior Vice President Global Sales, Global Sending Technology Solutions



Mailing
Inserting

Relay® 5000 inserter

Fast, reliable, and flexible technology for your mail.



Simplify complex mail

The Relay® 5000 inserting system is designed on a fast, reliable folding and inserting platform that helps ensure that the right contents get into the right envelope.

Improve productivity without risking precision.

Mail continues to be critical to the success of your company, from sending monthly bills to existing customers to building your business via direct mail. Achieving accuracy, security and speed isn't merely important. It's necessary. Until now, it's been difficult to identify an ideal solution that can keep your mailing process precise and accurate.

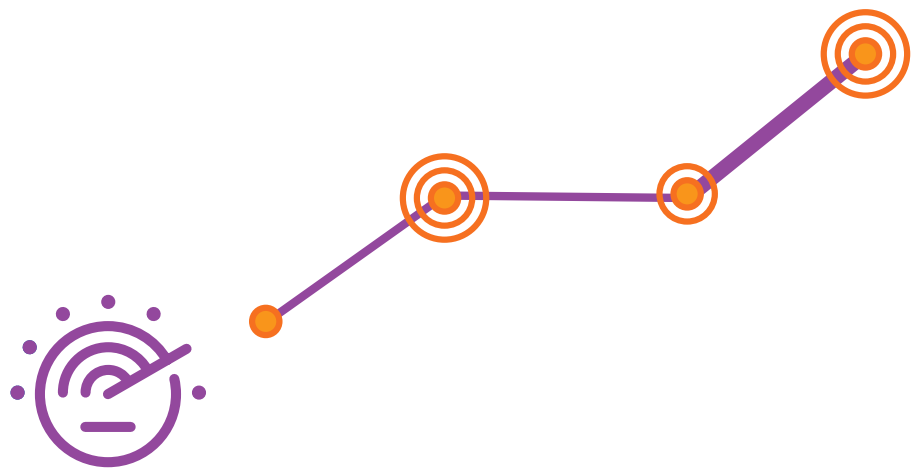
Keep your mail moving with outstanding flexibility and efficiency.

The Relay 5000 inserter enables fast, consistent production of both simple and complex jobs. The proven reliable chassis uses the same straight paper path design found on our top of the line inserters. The Relay 5000 also gives you the flexibility to handle letters or flats, without any manual changeover. That saves you time and effort.

The Relay® 5000 does the work... so you don't have to.

Set and start your mail runs in seconds with the intuitive user interface. With the ability to program your jobs with real names—not just numbers—you can switch settings such as form letters to flats or single page letters to variable page bills with a simple press of a button. The simple-to-follow onscreen user guides walk you through the loading of paper, inserts, and envelopes. With guesswork eliminated, the Relay 5000 is easy enough to use for even casual operators.

- Finish up to 4,000 envelopes per hour.
- Process monthly volumes up to 62,500 finished envelopes.
- Multiple output options to suit your workflow.
- Optional ergonomic height-adjustable table.



Reliable and flexible design keeps your documents and envelopes moving quickly.

Relay 5000 features

Envelope feeder

Easily switch between flats and letter-size envelopes, load on-the-fly without stopping the job.



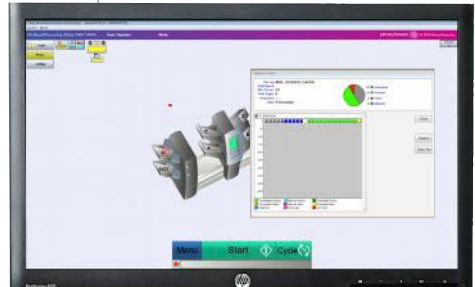
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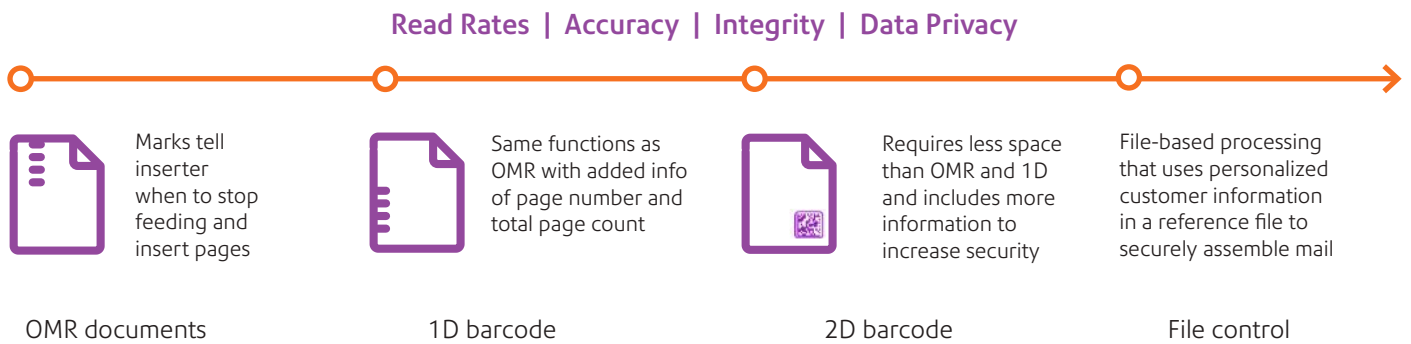
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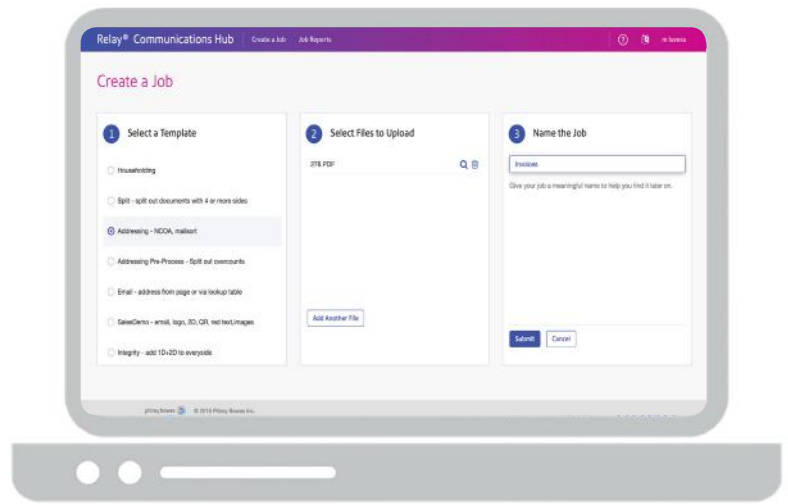


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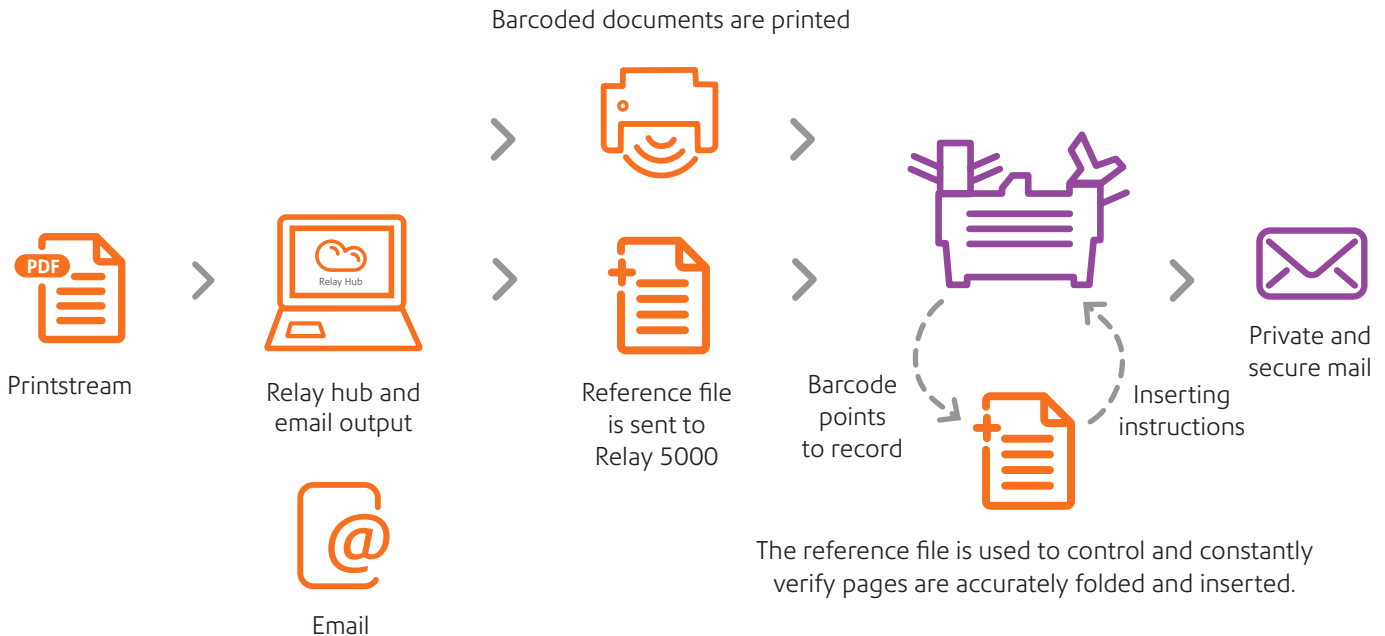
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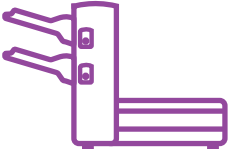


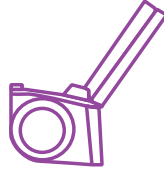



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	Table-length requirement	18"		Table-length requirement	N/A
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	Flats sealer				
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	Table-length requirement	12"			
	Installed length	12"			

Relay® 5000 inserter system precisely folds inserts and seals up to 4,000 pieces per hour.



pitney bowes



United States

3001 Summer Street
Stamford, CT 06926-0700


For more information,
visit us online: pitneybowes.com/us

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 7155 Windsor Lake Pkwy. Loves Park, IL. 61111

 815.520.3665

 RockfordBusinessSystemsLP@gmail.com

16, January 2026

Village of Poplar Grove
200 N. Hill St.
Poplar Grove, IL. 61065

Toshiba eStudio 6527acAC

The Toshiba eStudio 6527C is a full color, Multi-Function Printer (MFP) that can copy, scan, print and fax. This is a high-quality, high-speed machine that will provide reliable operation for many years to come.

Features:

- Free 3 month warranty (all supplies included-(excludes paper))
- 65&75ppm color
- 75&85ppm b/w
- Duplex (2-sided prints)
- Automatic Document Feeder
- 2 – 500 Sheet Cassettes,
- 1 Large capacity cassette (2500 Sheets)
- Saddle Stitch Finisher and hole punch
- Up to 11x17
- Print/ scan/ fax built in

Price for NEW machine:

- \$11980.00+tax(exempt) and 15%off= \$10183.00
- 15% off discount is good until 2/28/2026

Maintenance Program:

For complete peace of mind, Rockford Business Systems can provide a maintenance program which will take effect after your free warranty period has expired. Our maintenance program will ensure you longevity of your new equipment.

Coverage:

- Included, but not limited to, under maintenance program:
 - Parts (drums, developers, fuser, motors, lamps, operation panels, rollers, feed tires etc.) everything for normal operation
 - Labor
 - Supplies (toner)
- Excluded: paper

Maintenance pricing:

- Contract stays as is.

A handwritten signature in cursive script that reads "Ashleigh Fowler".

Ashleigh Fowler
Business Manager

RESOLUTION NUMBER: 2026-22

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
APPROVING PURCHASE OF A 2026 RAM 1500 EXPRESS TRUCK FROM SAM
LEMAN AUTO GROUP**

WHEREAS, the Village of Poplar Grove (“Village”) operates a Public Works Department;
and

WHEREAS, the Village desires to purchase a 2026 Ram 1500 Express Truck (Serial Number 3C6SRFGP7T4179196) from Sam Leman Auto Group (“Dealership”) at a cost not to exceed Fifty Thousand and 00/100 Dollars (\$50,000.00); and

WHEREAS, Section 1-10-4 of the Village of Poplar Grove Code of Ordinances states: PURCHASES ABOVE STATE LIMIT. Purchases of materials, equipment, services or supplies above the state limit must be competitively bid through formal public bid procedures, and in accordance with state law and Village Ordinances.

WHEREAS, pursuant to Section 1-10-4 the purchasing procedure can be waived by a two-thirds (2/3) vote of the corporate authorities; and

WHEREAS, the waiver is necessary in order to purchase the 2026 Ram 1500 Express Truck which is an automobile not readily available from other sources in a timely manner from the Dealership at a cost not to exceed \$50,000.00; and

WHEREAS, the Village finds that it is in the best interest of the Village and its citizens to approve the purchase of a 2026 Ram 1500 Express Truck at a cost not to exceed \$50,000.00.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby agrees to waive the purchasing procedure and more specifically the requirement for competitive bidding outlined in Section 1-10-4 of the Village of Poplar Grove Code of Ordinances.
3. The Village hereby approves the expenditure to St. Charles Chrysler Dodge Jeep Dealership at a cost not to exceed \$50,000.00 for the purchase of a 2026 Ram 1500 Express Truck.

PASSED UPON MOTION BY: _____

SECONDED BY: _____

BY ROLL CALL VOTE THIS _____, _____, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER: _____

APPROVED: _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK



