



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, April 12, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee minutes from March 08, 2023 meeting

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

NEW BUSINESS

- 2. Motion to discuss/approve **Ordinance 2023-05** an ordinance adopting a capital asset policy for the Village of Poplar Grove, Illinois and amending Title I Administration, Chapter 6 Village Officers and Employees Article B Village Treasurer
- 3. Motion to discuss/approve Ordinance 2023-06 an ordinance transferring appropriated fund balance to established corporate objects and purposes (capital improvement fund) for the Village of Poplar Grove, Illinois for the Fiscal Year beginning May 1, 2022 and ending April 30, 2023 (FY 2023)
- 4. Motion to discuss/approve **Ordinance 2023-07** a supplemental appropriation ordinance of the Village of Poplar Grove, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023

GOOD OF THE VILLAGE

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

Planning and Zoning Meeting April 26, 2023- 6:00 pm

Board of Trustees Meeting May 10, 2023 - 7:00 pm

Board of Trustees Meeting May 17, 2023 - 7:00 pm

Village Hall Closed May 29, 2023 Memorial Day

EXECUTIVE SESSION

5. Motion to go into executive session Possible Litigation 5 ILCS 120/2(c) (11) 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.

ADJOURNMENT (Voice Vote)

KJA 04/10/2023



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, March 08, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting called to order by President Donald Sattler at 7:00 P.M.

ROLL CALL

PRESENT

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

ABSENT

Trustee Ed Wethington

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

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

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Goings, Seconded by Trustee Cheek.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw

APPROVAL OF MINUTES (Voice Vote)

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

Motion made by Trustee Goings, Seconded by Trustee Cheek.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw

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.*

Owen Costanza -

I wanted to speak tonight in the thousands of dollars Betsy Straw, and Bruce Moore wasted on FAILED election objections. When Mr. Sattler ran, he campaigned on Honesty and integrity. Since his election, he has been dishonest and lacked integrity. His latest stunt wasted thousands of dollars to try and hurt his political opponents and take power away from voters. You thought you wouldn't get caught, but people found out about your collusion with Moore and Straw we know you forwarded petitions to people. Just because something is a public record doesn't excuse the actions of Straw, Sattler, and Moore.

Taxpayers deserve better! These funds could help build a park on Saratoga lane that would give kids a place to play. More importantly, building a park would increase property values and make Poplar Grove a desirable place to live. Studies show Homeowners can see an increased value anywhere between 8% to 20% for their homes with a nearby park. But NO, the village president found it better to use the money to attack political opponents with LOSING objections rather than use this money to better the village. Mr. President, your administration has been a failure to the people of Poplar Grove, and you should be ashamed.

DEPARTMENT REPORTS

2. Attorney Report

Attorney Szeto went over the cost of election objections. Attorney Szeto stated that the his office spent a total of 138 hours and it cost \$21,600.00. Board discussed

NEW BUSINESS

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

Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee

Cheek, Trustee Straw

4. Motion to discuss/approve **Resolution 2023-07** a resolution of the Village of Poplar Grove, Illinois approving purchase of a Bushhog RMB1600 Boom Mower and Rotary Mower Head
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
5. Motion to discuss/approve **Ordinance 2023-03** an ordinance of the Village of Poplar Grove, Illinois authorizing the disposal of certain personal property owned by Village of Poplar Grove
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
6. Motion to discuss/approve **Resolution 2023-08** a resolution of the Village of Poplar Grove, Illinois approving purchase of Kubota KX057 Excavator
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw

GOOD OF THE VILLAGE

April 7, 2023 VILLAGE HALL CLOSED (GOOD FRIDAY)

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

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

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

Trustee Miller ask to have a Public hearing and special board meeting on March 22, 2023 at 6:45 for the budget. Trustees all can attended

ADJOURNMENT (Voice Vote)

KJA MM/DD/YYYY

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

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw

Meeting adjourned at 7:38pm

ORDINANCE NO. 2023-05

AN ORDINANCE ADOPTING A CAPITAL ASSET POLICY FOR THE VILLAGE OF POPLAR GROVE, ILLINOIS AND AMENDING TITLE I ADMINISTRATION, CHAPTER 6 VILLAGE OFFICERS AND EMPLOYEES, ARTICLE B VILLAGE TREASURER

WHEREAS, the Village of Poplar Grove (“Village”) wishes to adopt a Capital Asset Policy (“Policy”) governing treatment of capital assets owned by the Village; and,

WHEREAS, the Village Treasurer has proposed a Policy for the Village attached to this Ordinance as Exhibit A, and incorporated herein; and,

WHEREAS, the Village wishes to adopt the Policy proposed by the Village Treasurer; and,

WHEREAS, the Village has enacted Code of Ordinances (“Code”); and,

WHEREAS, Title I, Chapter 6, Article B of the Code sets forth the duties of the Village Treasurer; and,

WHEREAS, the Village wishes to amend Title I, Chapter 6, Article B of the Code to reflect the adoption of the Policy.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Capital Asset Policy attached to this Ordinance is hereby approved.
3. Title I, Administration, Chapter 6, Village Officers and Employees, Article B, Village Treasurer, of the Code of Ordinances for the Village of Poplar Grove, shall and hereby is amended to add a new Section 1-6B-7 entitled “Capital Asset Policy” and which new section shall read as follows:

Sec. 1-6B-7- Capital Asset Policy

The Village shall have in place a Capital Asset Policy setting forth rules governing the treatment of capital assets owned by the Village. The Capital Asset Policy shall be amended from time to time as is necessary. The Capital Asset Policy shall be available in the office of the Village Treasurer.

4. All other provisions of Article B of the Village Code of ordinances shall remain in effect unchanged and unamended by this Ordinance.

5. This Ordinance shall be in full force and effect ten (10) days after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2023

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2023

ATTEST:

CLERK

PRESIDENT

Exhibit A—Capital Asset Policy

VILLAGE OF POPLAR GROVE**ORDINANCE NO. 2023-06****AN ORDINANCE TRANSFERRING APPROPRIATED FUND BALANCE TO ESTABLISHED CORPORATE OBJECTS AND PURPOSES (CAPITAL IMPROVEMENT FUND) FOR THE VILLAGE OF POPLAR GROVE, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023 (FY 2023)**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) is an Illinois municipal corporation;

WHEREAS, in anticipation that there could be reduced revenues to the Village in fiscal year 2022, the Village appropriated revenues conservatively for 2022; and

WHEREAS, revenues for fiscal year 2022 did not come in as low as anticipated which has resulted in an unappropriated fund balance of approximately \$600,000.00 in the Village’s General Fund; and

WHEREAS, Village desires to transfer up to \$500,000.00 of unappropriated fund balance from the General Fund to its Capital Improvement Fund for future use on capital improvement projects; and

WHEREAS, the Village has determined that such transfer is in the best interest of the Village and its citizens.

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

Section 1: That the fiscal year for the Village of Poplar Grove for the purpose of this ordinance transferring fund balance amounts to established objects and purposes shall begin on the 1st day of May, 2021 and end on the 30th day of April, 2022 (FY 2022).

Section 2: That the transfer specified in EXHIBIT A, attached hereto and made a part hereof, from unappropriated fund balance in the General Fund to an established object or purpose is hereby made for the year defined in Section 1. Such amounts transferred shall remain unappropriated amounts until such time as appropriated by the Village.

Section 3. In addition to the transfers made in Section 2, the Village Treasurer is hereby authorized and directed to make the transfers deemed necessary to accommodate the recording of expenditures on the modified accrual basis of accounting as required by generally accepted accounting principles. Any transfers made based upon the authority granted in this section are to be submitted to the Village Board for approval before the audited financial statements of the Village of Poplar Grove are issued for the year defined in Section 1.

Section 4. That in the event any general or specific item, or portion thereof, of this Budget Transfer Ordinance is, for any reason, held invalid, such invalidity shall not affect the validity of the remaining portion or portions of this Ordinance.

Section 5. That this Ordinance shall be effective immediately upon its due publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

ATTEST:

CLERK

PRESIDENT

EXHIBIT A**TRANSFER OF UNAPPROPRIATED FUND BALANCE IN THE GENERAL FUND TO THE
CAPITAL IMPROVEMENT FUND**

Account Title	Account Number	Debit	Credit
General Fund	01-99-6050	\$500,000.00	
Capital Improvement Fund	90-00-5010		\$500,000.00

VILLAGE OF POPLAR GROVE
ORDINANCE NO. 2023-07

**A SUPPLEMENTAL APPROPRIATION ORDINANCE OF THE VILLAGE OF
POPLAR GROVE, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2022
AND ENDING APRIL 30, 2023**

WHEREAS, the Village Board of the Village of Poplar Grove, Illinois (“Village Board”), caused to be adopted an Annual Appropriation Ordinance for fiscal year beginning May 1, 2022 and ending on April 30, 2023; and

WHEREAS, Illinois statutes (65 ILCS 5/8-2-9) provides that the Village Board may adopt a supplemental appropriation when additional revenues were received or where sufficient fund balances are available that were not originally appropriated; and

WHEREAS, the Village has received additional monies which it did not anticipate receiving in this fiscal year beginning May 1, 2022 and ending April 30, 2023 and now desires to appropriate these additional monies as a part of this fiscal year beginning May 1, 2022 and ending April 30, 2023; and

WHEREAS, the additional monies to be appropriated as a part of this fiscal year beginning May 1, 2022 and ending April 30, 2023 are set forth in Exhibit A, attached hereto and incorporated herein.

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

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

Section 2: That the additional amounts set forth in Exhibit A hereto, or so much thereof as may be authorized by law and as may be needed, are hereby appropriated for the corporate purposes of the Village of Poplar Grove, Illinois to defray all necessary expenses of said Village, for the fiscal year beginning May 1, 2022 and ending April 30, 2023. Additional expenses to be budgeted for the fiscal year beginning May 1, 2022 and ending April 30, 2023 are also denoted on Exhibit A.

Section 3: That by a vote of two-thirds of the President and Village Board, this Supplemental Appropriation Ordinance may be revised by deleting, adding to, changing, or creating new objects or purposes for which appropriations have been or may be made. No revision of this ordinance shall be made by adding to the total amount appropriated unless additional funds have been made available during the fiscal year in the amount of the total appropriation so increased.

Section 4: This Ordinance and the associated powers designated herein shall become effective immediately upon passage by the Corporate Authorities of the Village of Poplar Grove.

Section 5: If any provision of this Ordinance or the application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Declaration and Ordinance that can be given effect without the invalid application or provision and each invalid provision or invalid application of this Declaration is severable.

Section 6: Except as amended in this Ordinance, all other provisions and terms of 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.

Section 7: This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2023

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2023

ATTEST:

CLERK

PRESIDENT

EXHIBIT A**SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR ENDING APRIL 30, 2023****Supplemental Appropriation**

Account Title	Account Number	Description	Amount Appropriated
Capital Improvement Fund	90-00-5010	Unappropriated Capital Improvement Fund Balance	\$600,000.00
General Fund	01-00-3900	Increase Interest Income	\$45,000.00

Additional Expenses to be Budgeted

Account Title	Account Number	Description	Amount Appropriated
General Fund	01-50-4752	Building Note and Interest	\$40,000.00
Capital Improvement Fund	90-53-4461	Boom Mower	\$30,000.00
Capital Improvement Fund	90-53-4461	Excavator	\$75,000.00
Capital Improvement Fund	90-53-4462	Miscellaneous Sidewalk Repairs	\$50,000.00

