



# VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

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## VILLAGE BOARD OF TRUSTEES

**Wednesday, March 20, 2024 - 7:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### 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 Village Board of Trustee Meeting minutes from January 17, 2024.

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

#### DEPARTMENT REPORTS

- [2.](#) Engineer Report, McMahon
- [3.](#) Public Works Report, David Howe
- [4.](#) Treasurer Report, Carina Boyd
- [5.](#) Wastewater Report, TEST

#### NEW BUSINESS

6. Motion to discuss/approve to approve check disbursement for payments scheduled to be paid prior to March 31, 2024, in the amount of \$635,819.90 in AP checks, \$17,487.41 in insurance expense checks, and \$23,744.53 EFTS for a total of \$677,051.84.

7. Motion to discuss/approve staff lockers for the new Public Working Building for \$3,789.43.
8. Motion to discuss/approve **Resolution 2024-06** A Resolution of the Village of Poplar Grove resolving to enter into a memorandum of understanding (MOU) with Boone County for improvements to Beaver Road.
9. Motion to discuss/approve Joint Participation Agreement with Central Management Services for the purchase of Rock Salt for CY2024-CY2025.
10. Motion to discuss/approve a Professional Service Agreement between the Village of Poplar Grove and Bel Air Estates, LTD.

#### **GOOD OF THE VILLAGE**

11. Special Board of Trustee Meeting April 4th, 2024 - 7:00 pm  
Board of Trustee Meeting April 10th, 2024 - 7:00 pm  
Board of Trustee Meeting April 17th, 2024 - 7:00 pm  
Planning & Zoning Meeting April 24th, 2024 - 6:00 pm

#### **EXECUTIVE SESSION**

12. Motion to go into executive session 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)**

KJ 03/18/2024



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## VILLAGE BOARD OF TRUSTEES

**Wednesday, January 17, 2024 - 7:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### MINUTES

#### CALL TO ORDER

Meeting called to order at 7:00 pm by President Sattler

#### ROLL CALL

PRESENT

Admin Chairman Owen Costanza

Trustee Jeff Goings

Trustee Dan Cheek

Trustee Betsy Straw via Phone

Trustee Kristin Richardson

Attorney Roxanne Sosnowski

Clerk Karri Anderberg

Treasurer Carina Boyd

Engineer Chris Dopkins

Public Works Director David Howe

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF PHONE PARTICIPATION (Roll Call)

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson

#### APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Richardson.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson

**APPROVAL OF MINUTES (Voice Vote)**

- 1. Motion to approve minutes from November 15, 2023 and December 15, 2023.  
 Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
 Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.

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

No Public Comment

**DEPARTMENT REPORTS**

- 2. Attorney Report, Sosnowski Szeto  
 Attorney Sosnowski gave an update on 201 S State Demo case and the Public Access Council unbinding ruling on President Sattler Facebook Live Videos.
- 3. Engineer Report, McMahon  
 no questions for Engineer Dopkins
- 4. Public Works, David Howe  
 PW Director Hoiwe gave an update on snow plowing and how the Village is handling Cul Da Sacs this winter.
- 5. Treasurer Report, Carina Boyd  
 no questions for Treasurer Boyd
- 6. Wastewater, TEST  
 No questions for test

**UNFINISHED BUSINESS**

- 7. Motion to discuss/approve **Resolution 2024-01** A Resolution of the Village of Poplar Grove, Illinois, approving amended building permit fee schedule.  
 Motion made by Admin Chairman Costanza, Seconded by Trustee Goings.  
 Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.  
 Motion made by Trustee Goings, Seconded by Trustee Cheek to combine coop/hen into one fee.  
 Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw
- 8. Motion to discuss/approve Bruce Moore as Trustee to fill vacancy of Eric Miller to Poplar Grove Village Board.  
 Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.

Motion made by Admin Chairman Costanza, Seconded by Trustee Goings to postpone until February 21, 2024.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.

## NEW BUSINESS

9. Motion to discuss/approve to approve check disbursement for payments scheduled to be paid prior to January 31, 2024, in the amount of \$303,242.32 in AP checks, \$18,629.30 in insurance expense checks, and \$4,253.14 EFTS for a total of \$326,124.76.  
Motion made by Trustee Richardson, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson
10. Motion to discuss 2024 Pavement Maintenance Program  
Motion made by Trustee Richardson, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson  
Engineer Dopkins went over the planned 2024 projects
11. Motion to discuss **Ordinance 2023-20** An Ordinance of the Village of Poplar Grove, Illinois amending the Village's Code of Ordinances to allow hens in residential areas.
12. Motion to discuss and possible approve a water and sewer credit to property 303 S. State Street.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
Homeowners Jordan Egan and June Adamson explained that they had discolored water and left the water running for an extended period of time to try and flush the pipes. They asked for sewer credit because of this.  
No action was taken on the item.
13. Motion to discuss/approve a Class E liquor license to Poplar Grove Wings and Wheels museum for their event on February 10, 2024.  
Motion made by Trustee Richardson, Seconded by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.
14. Motion to discuss/approve The Village of Poplar Grove to authorize the Village President to sign the Schwab Charitable Grant document for the tennis court maintenance.  
Motion made by Trustee Richardson, Seconded by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.
15. Motion to discuss/approve **Ordinance 2024-01** An Ordinance of the Village of Poplar Grove, Illinois authorizing the Village to execute a promissory note evidencing a general

obligation of the Village in an amount not to exceed \$500,000.00 for the purposes of financing the construction of a new Public Works building and appurtenances thereto. Motion made by Trustee Cheek Seconded by Trustee Richardson.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.

- 16. Motion to discuss/approve **Ordinance 2024-02** An Ordinance of the Village of Poplar Grove, Illinois amending Title II - Business and License Regulations, adding a new chapter 14 entitled Regulations for Unscheduled Bus Stops in the Village of Poplar Grove.

- 17. Motion to discuss/approve increase to annual salary of Village Treasurer. Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.

Village Board discussed the Treasurer's Salary

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.

- 18. Motion to discuss **Ordinance 2024-03** An Ordinance of the Village of Poplar Grove, Illinois amending Title 1 – Administration, Chapter 6 – Village Officers and Employees, Article A. Village Clerk, Section 1-6A-2.1, of the Village’s Code of Ordinances.

Motion made by Admin Chairman Costanza, Seconded by Trustee Goings.

Trustee Costanza feels the clerk's office should be maid full-time May 1, 2025 and would like the Village Board to start to discuss it.

Discuss only

**GOOD OF THE VILLAGE**

- 19. Planning & Zoning Meeting January 24th, 2024 – 6:00 pm  
Board of Trustee Meeting February 14th, 2024 - 7:00 pm  
Board of Trustee Meeting February 21st, 2024 - 7:00 pm

**EXECUTIVE SESSION**

- 20. Motion to go into executive session for the purposes of 5 IL CS 2 (C) (21) review executive session minutes.

The Village Board of Trustees did not go into executive session.

**ADJOURNMENT (Voice Vote)**

KJ 01/15/2024

Motion made by Trustee Goings, Seconded by Trustee Cheek.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson.

The meeting adjourned at 8:33 pm



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

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

**Re: Engineering Report – February 2024 Activity**

**Date: March 14, 2024**

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

- **Public Works Building:** The Contractor continues to make good progress. There have been no further delays reported with the electrical panel and it is expected to ship around April 1<sup>st</sup>. We experienced one other small hiccup with the flooring material for the front office area which was delayed for about seven days. At the time of this memorandum the remaining work in the building is to install the flooring and casework in the front office area, complete the canopy soffit. There are odds and ends in the building to complete (startup of systems, minor amount of painting, interior stair railing, etc.), but overall the interior is 97% complete. Exterior work (paving/landscaping/lighting) is obviously weather dependent but all are expected to be complete well ahead of the May 19<sup>th</sup> final completion date.
- **2023 Pavement Maintenance Program:** We are STILL awaiting material certifications from IDOT for the State Street Project which are needed before we can process final payment and close the project out. At the time of this memorandum, IDOT advises that the certifications could come sometime in the next month. We have sent the closeout paperwork for the Orth Road Section to IDOT, but have not yet seen a response from the Department.
- **2024 Pavement Maintenance Program:** As reported at the February Board meeting, the Township decided to maintain Beaver Road instead of Beaverton Road and staff is supportive of the change. The County will be the lead agency in charge of completing the work on behalf of the Township and on tonight's agenda for consideration is a Memorandum of Understanding between the Village and the County for the Village's portion of the work. We have completed the field survey work for the remainder of the program. Trustee Cheek had brought up the sanitary services along Bullard, and we do think there are a number that should be addressed before resurfacing. DPW Howe and I are in the process of coordinating the sanitary repairs and we feel that Public Works Staff should be able to make the repairs in-house which is a cost savings to the Village.
- **Tennis Courts:** We have been able to get in contact with a few more vendors and are awaiting proposals. We will have a staff recommendation ready in April.
- **South Wastewater Treatment Plant:** The NPDES permit for the South Plant is set to expire this year. The renewal application is currently in progress and will be submitted to IEPA prior to the 3/31 deadline.



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Phone: (815) 765-3201 – Fax: (815)765-3571

<https://www.poplargoil.gov/>

## Public Works Report, February 2024

- The new Public Works building is starting to finish up. There are some odds and ends items that have been delayed (see Chris's report) but the majority of the shop is finished, with the office area on track to be finished in the next couple of weeks. Once the office area is complete, we will be able to start setting up the offices. The parking lot and Park St will be completed in the spring.
- We will start the move-in process the last week of March, the first week of April.
- Much of February was spent servicing and repairing equipment. With the lack of snow this year, we were able to go in-depth on our services. Every piece of equipment we have has been gone over in detail this past month.
- All plows, trucks, and other snow equipment were washed with a salt neutralizer and prepped for summer storage. Wings and plows have been removed from trucks, but salting mechanisms were left on two trucks just in case.
- Staff used the boom mower to cut back tree lines and brush areas throughout the Village.
- Cold patched Village wide.
- Chris and I have finalized the road projects for next year.
- Carina and I finalized budget items for the next fiscal year.
- Our new plow truck is now on schedule for July delivery. As stated before, there were manufacturer delays on the plow itself. Once that arrives at the end of June, or the beginning of July, Lindco needs 2 days for installation before delivery. Although there have been hiccups, we are still looking at a quicker delivery of this truck than we would have had from most other suppliers.
- The village has received a donation of a bike repair station for Memorial Park, which will be installed upon delivery at the end of March. This will be a nice addition to the park, as it sees a lot of bike traffic being next to Long Prairie Trail
- Long Prairie trail itself is scheduled to undergo some repairs this spring, so residents and trustees may notice some construction traffic in areas that go through the Village.

As always, don't hesitate to contact me with any additional questions or concerns. I am always open to going into more detail on past, current, or future projects and work my department is doing.



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## FEBRUARY 2024 TREASURER'S REPORT

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### Monthly Reports:

Attached you will find February's financial reports.

### Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in February.
- Invoices scheduled to be paid in the month of March: \$635,819.90 in AP checks, \$17,487.41 in Insurance Expense checks, and \$23,744.53 in EFTS. Grand Total: \$677,051.84.
- Attached please find the Village of Poplar Grove's balance sheet as of 2/29/2024.

### Ongoing Activities

- The budget process is still in progress.

Carina

03/13/2024

## CHECK REGISTER

CHECK DATE FROM 02/01/2024 - 02/29/2024

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
02/01/2024	OPER	28584	PR NCPERS	NCPERS GROUP LIFE INS	144.00
02/02/2024	OPER	EFT626(E)	PR BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	14,352.50
02/02/2024	OPER	EFT627(E)	PR DENTAL/VISION	HUMANA INSURANCE COMPANY	914.98
02/08/2024	OPER	28585	AP 0632	A1 CLEANING SERVICES	635.00
02/08/2024	OPER	28586	AP 0371	ABBY PEST ELIMINATION LLC	276.00
02/08/2024	OPER	28587	AP 0006	ADT COMMERCIAL LLC	201.88
02/08/2024	OPER	28588	AP 0338	AMAZON.COM	1,221.80
02/08/2024	OPER	28589	AP 0356	B&F CONSTRUCTION CODE SERVICE, INC.	1,215.57
02/08/2024	OPER	28590	AP 0586	BALSLEY PRINTING	631.90
02/08/2024	OPER	28591	AP 0361	BLAIN'S FARM & FLEET	1,387.74
02/08/2024	OPER	28592	AP 0457	BOYD, CARINA	73.11
02/08/2024	OPER	28593	AP 0098	CINTAS CORPORATION	214.72
02/08/2024	OPER	28594	AP 0278	COMED	30,889.10
02/08/2024	OPER	28595	AP 0073	CONSERV FS INC	177.83
02/08/2024	OPER	28596	AP 0347	CORE & MAIN LP	5,385.24
02/08/2024	OPER	28597	AP 0097	FOX VALLEY INTERNET, INC.	54.90
02/08/2024	OPER	28598	AP 0096	FRONTIER	1,055.94
02/08/2024	OPER	28599	AP 0424	GO TO COMMUNICATIONS INC	310.31
02/08/2024	OPER	28600	AP 0109	HAWKINS, INC.	3,088.50
02/08/2024	OPER	28601	AP 0364	HOME DEPOT CREDIT SERVICES	749.00
02/08/2024	OPER	28602	AP 0636	HYDRAULIC SUPPLY COMPANY	480.27
02/08/2024	OPER	28603	AP 0120	IGFOA	225.00
02/08/2024	OPER	28604	AP 0304	JULIE, INC.	919.50
02/08/2024	OPER	28605	AP 0625	LARSON & LARSON BUILDERS INC	473,783.85
02/08/2024	OPER	28606	AP 0159	MCPMAHON ASSOCIATES, INC.	5,679.70
02/08/2024	OPER	28607	AP 0163	MEDIACOM	269.89
02/08/2024	OPER	28608	AP 0165	MENARDS	135.40
02/08/2024	OPER	28609	AP 0411	MID-WEST TRUCKERS ASSOCIATION, INC.	90.00
02/08/2024	OPER	28610	AP 0329	MR. GOODWATER	43.84
02/08/2024	OPER	28611	AP 0053	NAPA AUTO PARTS	888.18
02/08/2024	OPER	28612	AP 0186	NICOR GAS	2,824.38
02/08/2024	OPER	28613	AP 0489	P.C. TECH 2 U	90.00
02/08/2024	OPER	28614	AP 0634	PRIMETIME AUDIO VIDEO	760.83
02/08/2024	OPER	28615	AP 0426	PYROTECNICO FIREWORKS INC	7,500.00
02/08/2024	OPER	28616	AP 0226	R.N.O.W., INC.	1,371.01
02/08/2024	OPER	28617	AP 0451	RED WING BUSINESS ADVANTAGE ACCT.	229.99
02/08/2024	OPER	28618	AP 0220	ROCKFORD BUSINESS SYSTEMS, INC	240.52
02/08/2024	OPER	28619	AP 0408	SABEL MECHANICAL LLC.	10,769.52
02/08/2024	OPER	28620	AP 0245	SCOTT'S RV, TRUCK & AUTO REPAIR	10,397.50
02/08/2024	OPER	28621	AP 0248	STEINER ELECTRIC COMPANY	509.43
02/08/2024	OPER	28622	AP 0635	STUDIO GWA	3,741.12
02/08/2024	OPER	28623	AP 0628	SUNBELT RENTALS	1,149.21
02/08/2024	OPER	28624	AP 0355	TEST INC.	18,726.51
02/08/2024	OPER	28625	AP 0261	U.S. CELLULAR	236.63
02/08/2024	OPER	28626	AP 0262	USA BLUE BOOK	361.34
02/08/2024	OPER	28627	AP 0597	VERIZON	192.65
02/08/2024	OPER	28628	AP 0429	WEX BANK - MARATHON FLEET CARD	2,206.36
02/09/2024	OPER	Various	PR Payroll	PAYROLL	15,626.53

03/13/2024

CHECK REGISTER  
 CHECK DATE FROM 02/01/2024 - 02/29/2024

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
02/09/2024	OPER	EFT628(E)	PR IRS	INTERNAL REVENUE SERVICE	4,775.25
02/09/2024	OPER	EFT629(E)	PR STATE OF IL	STATE OF ILLINOIS	933.43
02/14/2024	OPER	28629	AP 0356	B&F CONSTRUCTION CODE SERVICE, INC.	1,000.00
02/14/2024	OPER	28630	AP 0517	BELVIDERE AREA CHAMBER OF COMMERCE	250.00
02/14/2024	OPER	28631	AP 0361	BLAIN'S FARM & FLEET	158.91
02/14/2024	OPER	28632	AP 0329	MR. GOODWATER	40.00
02/14/2024	OPER	28633	AP 0319	SOSNOWSKI SZETO, LLP	13,926.50
02/14/2024	OPER	28634	AP 0635	STUDIO GWA	7,816.00
02/15/2024	OPER	151(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11
02/15/2024	OPER	152(E)	AP 0217	SOLUTIONS BANK	21,492.42
02/23/2024	OPER	Various	PR Payroll	PAYROLL	14,116.35
02/23/2024	OPER	EFT630(E)	PR IRS	INTERNAL REVENUE SERVICE	4,428.56
02/23/2024	OPER	EFT631(E)	PR STATE OF IL	STATE OF ILLINOIS	868.14
02/29/2024	OPER	EFT632(E)	PR UNION DUES	I.U.O.E. LOCAL 150	437.70
Total of 83 Checks:					694,924.55
Less 0 Void Checks:					0.00
Total of 83 Disbursements:					694,924.55

Period Ending 02/29/2024

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND WATER & SEWER FUN	FUND 31 DEBT SERVICE	FUND 32 GOV FUNDS	FUND 90 CAPITAL	Total
<b>ASSETS</b>							
00-1010	PETTY CASH	192					192
00-1020	CASH IN BANK	(632,969)					984,094
00-1021	CASH IN BANK MONEY MARKET	2,022,092	403,161	1,413,886		(204,401)	2,022,092
00-1032	CASH IN BANK - BYRON BANK			117,997			117,997
00-1030	MONEY MARKET	31,702					59,810
00-1040	MFT MONEY MARKET		120,156				120,156
00-1070	CASH WITH PAYING AGENT			582,199			582,199
00-1075	ILLINOIS FUNDS INVESTMENT ACCT.	3,357,850					3,357,850
00-1100	PROPERTY TAXES RECEIVABLE	317,096					317,096
00-1325	GASB 87 LEASE RECEIVABLE	17,635					17,635
00-1400	ACCOUNTS RECEIVABLE - OTHER	5,326					8,564
00-1401	ACCOUNTS RECEIVABLE			3,238			3,238
00-1405	ACCOUNTS RECEIVABLE - LITIGATION	193,600		152,033			152,033
00-1410	ALLOWANCE FOR DOUBTFUL ACCOUNTS	(193,600)					193,600
00-1600	CONSTRUCTION IN PROGRESS			136,245			136,245
00-1605	VEHICLES			42,017			42,017
00-1610	VILLAGE WATER SYSTEM			13,308,326			13,308,326
00-1620	WATER/SEWER UTILITY SYSTEM			8,148,871			8,148,871
00-1630	STREETS			66,551			66,551
00-1705	ACCUMULATED DEPRECIATION - VEHICL			(31,018)			(31,018)
00-1710	ACCUM DEP-VILLAGE NORTH WATER SY			(1,519,111)			(1,519,111)
00-1711	ACCUM DEP-VILLAGE SOUTH WATER SY			(4,131,277)			(4,131,277)
00-1720	ACCUMULATED DEPRECIATION - WATER/			(6,387,573)			(6,387,573)
00-1730	ACCUM DEP-STREET			(29,116)			(29,116)
00-1850	DEFERRED OUTFLOW			333,322			333,322
00-1890	UNAMORTIZED LOSS ON REFUNDING			33,227			33,227
<b>TOTAL ASSETS</b>		5,118,924	523,317	12,239,817	32,525	(204,401)	17,710,182
<b>LIABILITIES</b>							
00-2100	UNAVAILABLE PROPERTY TAXES						317,096
00-2200	ACCOUNTS PAYABLE	317,096					128,497
00-2201	COMPENSATED ABSENCES - CURRENT PO	64,748	175	46,912		16,662	9,088
00-2203	BONDS PAYABLE 2012A - CURRENT POR			30,000			30,000
00-2204	BONDS PAYABLE 2012B - CURRENT POR			145,000			145,000
00-2205	BONDS PAYABLE 2015 - CURRENT PORT			360,000			360,000
00-2230	DUE TO AIRPORT - BEL AIR			23,500			23,500
00-2240	ACCURED INTEREST PAYABLE			47,199			47,199
00-2304	BONDS PAYABLE 2012B - LONG-TERM P			615,000			615,000
00-2305	BONDS PAYABLE 2015 - LONG-TERM PO						1,625,000
00-2340	HEALTH INSURANCE DEDUCTIONS PAYAB	(1,698)					(1,698)
00-2350	IMRF EMPLOYEE WITHOLDINGS PAYABL	3,515					3,515
00-2360	UNION DUES/NCPRS PAYABLE	256					256
00-2370	SUI PAYABLE	1,015					1,015
00-2400	OTHER DEFERRED REVENUE	694,976					694,976
00-2410	CUSTOMER DEPOSITS HELD	14,452					14,452
00-2650	NET PENSION LIABILITY			17,727			17,727
00-2660	DEFERRED INFLOWS			19,899			19,899
00-2665	GASB 87 DEFERRED INFLOW						17,306
00-2690	UNAMORTIZED BOND PREMIUM	17,306					58,051
00-2695	GASB83 ASSET RETIREMENT OBLIGATIO			325,000			325,000
<b>TOTAL LIABILITIES</b>		1,111,666	175	3,322,376	16,662		4,450,879
<b>FUND BALANCES</b>		2,130,889	779,910	30,150	1,332,975		4,273
3000	FUND BALANCE						

Item 4.

Period Ending 02/29/2024

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND WATER & SEWER	FUND 31 FUN DEBT SERVICE	FUND 32 FUND GOV FUNDS CAPITAL	FUND 90 FUND 90	Total
<b>FUND BALANCES</b>							
00-3001	NET POSITION	2,130,889	779,910	8,197,308	30,150	1,332,975	8,197,308
	<b>TOTAL FUND EQUITY</b>						12,471,232
	Beginning Fund Balance	2,130,889	779,910	8,197,308	30,150	1,332,975	
	Net of Revenues Vs Expenditures	1,876,370	(256,768)	720,133	2,373	(1,554,038)	
	Ending Fund Balance	4,007,259	523,142	8,917,441	32,523	(221,063)	
	Total Liabilities And Fund Balance	5,118,925	523,317	12,239,817	32,523	(204,401)	



2323 Fourth Street, PO Box 483 Peru, IL 61354

Phone: 815-224-1650 Toll Free: 800-659-4659

www.testinc.com

March 8, 2024

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

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

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

Outlined below are the processes and actions taken during January 2024 in Poplar Grove to improve the facilities equipment beyond required and routine maintenance, testing, inspection and reporting. At times we will also list upcoming needed improvements that may need attention by the Village.

**Lift Stations:**

- Check all dialers to ensure they are working.
- Made sure all panel heaters, dialers and all heaters are working to prevent freezing.
- We've received two quotes for the spare pump for Collection point lift station off of Waco Road. We are waiting to receive a third.

**North WWTP:**

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- We're still waiting to hear back about the pump for the EQ tank.
- We're still waiting to hear back from the Xylem about the sand filter pumps.
- We had a wasting pump fail in SBR1. We pulled it and it was just filled with rags.
- We had another wasting pump go bad in SBR. We haven't pulled it yet because there is no chain on it. We have to take the SBR off line to pull it without risking dropping it. We can't do that because we haven't received approval for the repair in SBR3 decant valve. SBR3 is offline because of that valve and we can't have more than 1 SBR offline at a time.
- Decanted digesters.
- Tested all emergency wash stations.
- We've been working with Gasvoda to try and get the disk filter fixed. NOVA, the company that made the filter, is out of business, so we can't just order the parts we need. **This is still ongoing, without much luck.**

**South WWTP:**

- All standard monthly checks/maintenance/cleaning and procedures were completed.



2323 Fourth Street, PO Box 483 Peru, IL 61354

Phone: 815-224-1650 Toll Free: 800-659-4659

[www.testinc.com](http://www.testinc.com)

- All blower maintenance was completed. Belts have been adjusted and oil changed.
- Tested all emergency wash stations.
- Sludge was moved from the drying beds.
- We've reached out to waste management about hauling sludge to the dump, but haven't heard back.
- All furnaces are working as they should.
- We have received quotes for the UV bulbs, I just haven't sent them to David yet.

**Water System:**

- Cleaned well houses.
- Changed flow switch at Well 4.
- All required EPA testing has been done.

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

Submitted by,  
Total Environmental Service Technologies, Inc.

A handwritten signature in black ink, appearing to read "Ion Stear".

Ion Stear  
Certified Operator/Manager

DMR Copy of Record

**Permit**  
 Permit #: **IL0023451**  
 Major: **No**  
 Facility: **POPLAR GROVE - NORTH WWTP, VILLAGE OF**  
 Facility Location: **205 EDSON RD**  
**POPLAR GROVE, IL 61065**  
 Discharge: **001-0**  
**STP OUTFALL**  
 Permittee Address: **POPLAR GROVE, VILLAGE OF**  
**200 NORTH HILL STREET**  
**POPLAR GROVE, IL 61065**  
 Discharge: **001-0**  
**STP OUTFALL**  
 DMR Date: **02/25/24**  
 Status: **NetDMR Validated**

**Report Dates & Status**  
 Monitoring Period: **From 01/01/24 to 01/31/24**  
 Considerations for Form Completion: **DMR Due Date: 02/25/24**  
**BOW ID: W0070150007; DMF LOAD LIMITS DISPLAYED MONITORING LOCATION \*\* IS FOR MONTHLY AVERAGE AND DAILY MAXIMUM MONITORING LOCATION \* IS FOR WEEKLY AVERAGE.**

Principal Executive Officer: **Stear**  
 Title: **Certified Operator**  
 Telephone: **815-224-1650**

Parameter Name	Monitoring Location	Season	Permit NDD	Sample Permit Req.	Value 1	Qualifier	Value 2	Units	Quality or Concentration	Value 3	Units	Frequency of Analysis	Sample Type
00300 Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	Sample Permit Req.	9.457	=	8.3	mg/L	8.29	=	19	02DA - 2 Days Every Week	GR - GRAB
				Value NDD	>=		4.5 MN WK AV		4.0 DAILY MN		19	02DA - 2 Days Every Week	GR - GRAB
00400 pH	1 - Effluent Gross	0	-	Sample Permit Req.	7.04	=	7.04		8.31	=	12 - SU	02DA - 2 Days Every Week	GR - GRAB
				Value NDD	>=		6.0 MINIMUM		9.0 MAXIMUM		12 - SU	02DA - 2 Days Every Week	GR - GRAB
00530 Solids, total suspended	1 - Effluent Gross	0	-	Sample Permit Req.	13.886	=	27.772	26 - lbd	26 - lbd	=	15.0	02DA - 2 Days Every Week	CP - COMPOS
				Value NDD	<=		250.0 DAILY MX		24.0 DAILY MX		19	02DA - 2 Days Every Week	CP - COMPOS
00610 Nitrogen, ammonia total [as N]	1 - Effluent Gross	1	-	Sample Permit Req.	1.99	=	4.518	26 - lbd	2.44	=	19	02DA - 2 Days Every Week	CP - COMPOS
				Value NDD	<=		34.0 MO AVG		3.3 MO AVG		19	02DA - 2 Days Every Week	CP - COMPOS
50050 Flow in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample Permit Req.	0.222	=	0.378	03 - MGD	Req Men DAILY MX		0	9989 - Continuous	
				Value NDD	<=		Req Men DAILY MX				0	9989 - Continuous	
50060 Chlorine, total residual	1 - Effluent Gross	0	-	Sample Permit Req.	3.148	=	7.406	26 - lbd	0.05 DAILY MX		19	0190 - Monthly	GR - GRAB
				Value NDD	<=		205.0 DAILY MX		9 - Conditional Monitoring - Not Required This Period		19	02DA - 2 Days Every Week	CP - COMPOS
80082 BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	-	Sample Permit Req.	104.0	<=	10.0	MO AVG	20.0 DAILY MX		19	02DA - 2 Days Every Week	CP - COMPOS
				Value NDD	<=		10.0 MO AVG		20.0 DAILY MX		19	02DA - 2 Days Every Week	CP - COMPOS

**Submission Note**  
 If a parameter row does not contain any values for the Sample nor Effluent Tracing, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.  
**Edit Check Errors**  
**No errors.**  
**Comments**  
**Attachments**  
**No attachments**



Report Last Saved By  
POPLAR GROVE, VILLAGE OF

User: ebumgamer  
Name: Elaine Bumgamer  
E-Mail: ebumgamer@testinc.com  
Date/Time: 2024-02-21 08:22 (Time Zone: -06:00)

Report Last Signed By

User: IONSTEAR  
Name: Ion Stear  
E-Mail: istear@testinc.com  
Date/Time: 2024-02-26 10:05 (Time Zone: -06:00)

### DMR Copy of Record

<b>Permit #:</b> IL0023451	<b>Permittee:</b> POPLAR GROVE, VILLAGE OF	<b>Facility:</b> POPLAR GROVE - NORTH WWTP, VILLAGE OF
<b>Major:</b> No	<b>Permittee Address:</b> 200 NORTH HILL STREET POPLAR GROVE, IL 61065	<b>Facility Location:</b> 205 EDSON RD POPLAR GROVE, IL 61065
<b>Permitted Feature:</b> INF Influent Structure	<b>Discharge:</b> INF-L INFLUENT MONITORING	
<b>Report Dates &amp; Status:</b> From 01/01/24 to 01/31/24	<b>DMR Due Date:</b> 02/25/24	<b>Status:</b> NetDMR Validated
<b>Monitoring Period:</b> Considerations for Form Completion		
<b>BOW ID:</b> W0070150007	<b>Certified Operator:</b> Telephone: 815-224-1650	
<b>Principal Executive Officer:</b> Jon Stear	<b>Title:</b>	
<b>Last Name:</b> Stear		
<b>No Data Indicator (NODI)</b>		
<b>Form NODI:</b>	<b>Monitoring Location:</b> Search	<b>Search</b>

Code	Parameter Name	Monitoring Location	Search	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	-							19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
00550	Solids, total suspended	G - Raw Sewage Influent	0	-							19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	-							19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS

<b>Sample Period Res:</b> Value NODI	<b>Sample Period Res:</b> Value NODI	<b>Sample Period Res:</b> Value NODI	<b>Sample Period Res:</b> Value NODI
0.281	0.778	0.778	0.778
<b>Req Mon MGD AVG</b>	<b>Req Mon MGD AVG</b>	<b>Req Mon MGD AVG</b>	<b>Req Mon MGD AVG</b>
03 - MGD	03 - MGD	03 - MGD	03 - MGD
<b>Req Mon DAILY MAX</b>	<b>Req Mon DAILY MAX</b>	<b>Req Mon DAILY MAX</b>	<b>Req Mon DAILY MAX</b>
03 - MGD	03 - MGD	03 - MGD	03 - MGD
<b>89899 - Continuous</b>	<b>89899 - Continuous</b>	<b>89899 - Continuous</b>	<b>89899 - Continuous</b>
<b>99899 - Continuous</b>	<b>99899 - Continuous</b>	<b>99899 - Continuous</b>	<b>99899 - Continuous</b>

*Submission Note*

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

**Edit Check Errors**

**No errors.**

**Comments**

**Attachments**

**No attachments.**

*Report Last Saved By*  
POPLAR GROVE, VILLAGE OF

**User:** ebumgamer  
**Name:** Elaine Bumgamer  
**E-Mail:** ebumgamer@tesinc.com  
**Date/Time:** 2024-02-21 08:24 (Time Zone: -06:00)

*Report Last Signed By*

**User:** IONSTEAR  
**Name:** Ion Stear  
**E-Mail:** isteear@tesinc.com  
**Date/Time:** 2024-02-26 10:05 (Time Zone: -06:00)

### DMR Copy of Record

**Permit**  
 Permit #: IL0071447  
 Major: Yes  
 Permittee: POPLAR GROVE, VILLAGE OF  
 200 S HILL ST  
 POPLAR GROVE, IL 61065  
 Discharge: 001-0  
 External Outfall  
 From 01/01/24 to 01/31/24  
 DMR Due Date: 02/25/24  
 Status: NetDMR Validated  
 Telephone: 815-224-1650

**Report Dates & Status**  
 Monitoring Period: From 01/01/24 to 01/31/24  
 Considerations for Form Completion: No Data Indicator (NODI) DISPLAYED.  
 Principal Executive Officer: Ion Stear  
 Last Name: Ion Stear  
 Title: Certified Operator

**Form NODI:** No Data Indicator (NODI)

Crite#	Parameter Name	Monitoring Location	Stream #	Param. NODI	Quantity as Loading					Quantity as Concentration			Frequency of Analysis	Sample Type					
					Outfaller Value 1	Outfaller Value 2	Outfaller Value 3	Quality 1	Quality 2	Quality 3	Value 1	Value 2			Value 3	Units	# of Ex.		
00500	Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value		
						9.754	25.821	26-lb/d	<	4.533	<	12.0						GR - GRAB	
																		GR - GRAB	
00500	Solids, total suspended	1 - Effluent Gross	0	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	
00500	Nitrogen, total [as N]	1 - Effluent Gross	0	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	
00510	Nitrogen, ammonia total [as N]	1 - Effluent Gross	2	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	
00565	Phosphorus, total [as P]	1 - Effluent Gross	0	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	
50050	Flow in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	
50060	Chlorine, total residual	1 - Effluent Gross	0	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	-	Sample	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	Permit Reg. Value	
						9.754	25.821	26-lb/d	<	4.533	<	12.0							GR - GRAB
																		GR - GRAB	

Submission Note

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

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPULAR GROVE, VILLAGE OF

User:

ebungamer

Name:

Elaine Bungamer

E-Mail:

ebungamer@lestinc.com

Date/Time:

2024-02-21 08:32 (Time Zone: -06:00)

Report Last Signed By

IONSTEAR

User:

Ion Stear

Name:

Istear@lestinc.com

E-Mail:

2024-02-26 10:05 (Time Zone: -06:00)

Date/Time:

**DMR Copy of Record**

**Permit**  
 Permit #: IL0071417  
 Major: Yes  
 Facility: POPLAR GROVE SOUTH STP, VILLAGE OF  
 12211 STATE ROUTE 78  
 POPLAR GROVE, IL 61065  
 Facility Location:  
 Permitted Feature: INF Influent Structure  
 Discharge: INF-L INFLUENT MONITORING  
 Report Dates & Status: NetDMR Validated  
 Monitoring Period: From 01/01/24 to 01/31/24  
 DMR Due Date: 02/25/24  
 Status: NetDMR Validated  
 Considerations for Form Completion: Certified Operator  
 Telephone: 815-224-1650  
 BOW ID: W0070150006  
 Principal Executive Officer: Ion Stear  
 Title:  
 First Name: Ion  
 Last Name: Stear  
 No Data Indicator (NODI):  
 Form NODI:

Sample	Parameter Name	Monitoring Location	Success #	Permit NODI	Sample Period (Bic)	Value 1	Qualifier 1	Value 2	Qualifier 2	Value 3	Qualifier 3	Units	Quality or Concentration	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample Period (Bic)		<	102.0				Req Mon MO AVG	19 - mg/L	03DW - 3 Days	Every Week	CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample Period (Bic)		=	280.533				Req Mon MO AVG	19 - mg/L	03DW - 3 Days	Every Week	CP - COMPOS
00655	Phosphorus, total (as P)	1 - Effluent Gross	0	--	Sample Period (Bic)		=	3.866		9.61		Req Mon MO AVG	19 - mg/L	03DW - 3 Days	Every Week	CP - COMPOS
50060	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample Period (Bic)		=	0.149				Req Mon MO AVG	03 - MGD	9999 - Continuous		
					Sample Period (Bic)			0.33				Req Mon DAILY MX 03 - MGD		9999 - Continuous		

**Submission Note**  
 If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.  
**Edit Check Errors**  
 No errors.  
**Comments**  
 Attachments  
 Report Last Saved By: ebumgamer  
 POPLAR GROVE, VILLAGE OF  
 Name: Elaine Bumgamer  
 E-Mail: ebumgamer@lestinc.com  
 Date/Time: 2024-02-21 08:33 (Time Zone: -06:00)  
 Report Last Signed By: IONSTEAR  
 Name: Ion Stear  
 E-Mail: listear@lestinc.com  
 Date/Time: 2024-02-26 10:05 (Time Zone: -06:00)

**DMR Copy of Record**

<b>Permit #:</b> IL0071447	<b>Permittee:</b> POPLAR GROVE, VILLAGE OF	<b>Facility:</b> POPLAR GROVE SOUTH STP, VILLAGE OF
<b>Major:</b> Yes	<b>Permittee Address:</b> 200 S HILL ST POPLAR GROVE, IL 61065	<b>Facility Location:</b> 12211 STATE ROUTE 76 POPLAR GROVE, IL 61065
<b>Permitted Feature:</b> 001 External Outfall	<b>Discharge:</b> 001-S SEMI ANNUAL SAMPLING @ 001	
<b>Report Dates &amp; Status</b>	<b>DMR Due Date:</b> 02/25/24	<b>Status:</b> NetDMR Validated
<b>Monitoring Period:</b> From 08/01/23 to 01/31/24		
<b>Considerations for Form Completion</b>		
<b>BOW ID:</b> W0070150006		
<b>Principal Executive Officer</b>	<b>Title:</b> Certified Operator	
<b>First Name:</b> Ion		
<b>Last Name:</b> Stear		
<b>No Data Indicator (NODI)</b>		
<b>Form NODI:</b>		

C-Code	Parameter Name	Monitoring Location	Season & Param. NODI	Quantity or Loading		Quality or Concentration		# of Tests	Frequency of Analysis	Sample Type
				Qualifier 1	Qualifier 2	Qualifier 3	Qualifier 4			
00556	Oil & Grease	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.005	28 - ug/L	Req Mon DAILY	GR - GRAB
00720	Cyanide, total [as CN]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.005	28 - ug/L	Req Mon DAILY	GR - GRAB
00722	Cyanide, free [amenable to chlorination]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.005	28 - ug/L	Req Mon DAILY	GR - GRAB
00951	Fluoride, total [as F]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	=	0.143	19 - mg/L	Req Mon DAILY	24 - COMP24
01002	Arsenic, total [as As]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.005	19 - mg/L	Req Mon DAILY	24 - COMP24
01007	Barium, total [as Ba]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	=	0.0338	19 - mg/L	Req Mon DAILY	24 - COMP24
01027	Cadmium, total [as Cd]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.001	19 - mg/L	Req Mon DAILY	24 - COMP24
01032	Chromium, hexavalent [as Cr]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.005	19 - mg/L	Req Mon DAILY	GR - GRAB
01034	Chromium, total [as Cr]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.01	19 - mg/L	Req Mon DAILY	24 - COMP24
01042	Copper, total [as Cu]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.005	19 - mg/L	Req Mon DAILY	24 - COMP24
01045	Iron, total [as Fe]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.1	19 - mg/L	Req Mon DAILY	24 - COMP24
01046	Iron, dissolved [as Fe]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	=	0.1	19 - mg/L	Req Mon DAILY	24 - COMP24
01051	Lead, total [as Pb]	1 - Effluent Gross	0	Sample Permit Req. Value NODI	0	<	0.01	19 - mg/L	Req Mon DAILY	24 - COMP24

Sample Permit No.	Sample Period	Sample Value	Req Mon	Units	Frequency	Analysis	Sample Type
01065	1 - Effluent Gross	0	0.0207	19 - mg/L	0999 - See Permit 0999 - See Permit	24 - COMP24 24 - COMP24	
01067	1 - Effluent Gross	0	0.005	19 - mg/L	0999 - See Permit 0999 - See Permit	24 - COMP24 24 - COMP24	
01077	1 - Effluent Gross	0	0.001	19 - mg/L	0999 - See Permit 0999 - See Permit	24 - COMP24 24 - COMP24	
01082	1 - Effluent Gross	0	0.0196	19 - mg/L	0999 - See Permit 0999 - See Permit	24 - COMP24 24 - COMP24	
01147	1 - Effluent Gross	0	0.005	19 - mg/L	0999 - See Permit 0999 - See Permit	24 - COMP24 24 - COMP24	
32730	1 - Effluent Gross	0	0.005	19 - mg/L	0999 - See Permit 0999 - See Permit	GR - GRAB GR - GRAB	
71900	1 - Effluent Gross	0	0.557	3M - ng/L	0999 - See Permit 0999 - See Permit	GR - GRAB GR - GRAB	

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

Edit Check Errors  
 No errors.  
 Comments  
 Attachments  
 No attachments  
 Report Last Saved By  
 POPLAR GROVE, VILLAGE OF  
 User:  
 ebumgamer  
 Elaine Bumgamer  
 ebumgamer@lesinc.com  
 Date/Time:  
 2024-02-13 09:46 (Time Zone -06:00)  
 Report Last Signed By  
 IONSTEAR  
 Ion Stear  
 isteair@lesinc.com  
 Date/Time:  
 2024-02-26 10:05 (Time Zone -06:00)

VILLAGE OF POPLAR GROVE - NORTH  
 FOR THE MONTH OF JAN. 2024  
 MONTHLY OPERATING REPORT  
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
 DIVISION OF PUBLIC WATER SUPPLIES

Date	Time	Flow Meter		Hour Meter Well 2		Hour Meter Well 3		Chlorine Feed		Phosphate Feed		Flouride Feed		Operator Initials	
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L		Scale
31-Dec	08:00	414833		10064.4		31907.70		133.00		0.87	94		42.50		BH
1-Jan	08:00	414970	139	10064.4	0	31914.7	1.50	132.0	2.0	1.1	88	8.00	42	0.5	BH
2-Jan	08:00	415109	129	10064.4	0	31916.20	2.40	130.00	0.5	0.94	80	4.00	41.50	0.3	BH
3-Jan	08:00	415238	126	10064.4	0	31918.60	16.40	129.50	0.5	0.82	76	4.00	41.25	0.3	BH
4-Jan	08:00	415364	152	10064.4	0	31935.00	7.90	129.00	1.0	1.19	72	8.00	41.00	0.8	BH
5-Jan	08:00	415516	104	10064.4	0	31942.90	5.40	128.00	1.0	0.47	64	5.00	40.25	0.3	DH
6-Jan	08:00	415620	154	10064.4	0	31948.30	7.90	127.00	0.2	0.83	59	7.00	40.00	0.5	mjh
7-Jan	08:00	415774	135	10064.4	0	31956.20	6.90	126.80	1.8	0.72	52	6.00	39.50	0.5	mjh
8-Jan	08:00	415909	121	10064.4	0	31963.10	6.30	125.00	0.1	0.86	46	6.00	39.00	0.1	BH
9-Jan	08:00	416030	145	10064.4	0.1	31969.40	7.50	124.90	1.4	0.69	40	6.00	38.90	0.9	BH
10-Jan	08:00	416175	129	10064.5	0	31976.90	6.60	123.50	1.0	1.00	34/100	6.00	38.00	0.0	BH
11-Jan	08:00	416304	125	10064.5	0	31983.50	6.50	122.50	0.5	0.43	94	6.00	38.00	0.8	DH
12-Jan	08:00	416429	132	10064.5	0	31990.00	6.80	122.00	1.0	0.39	88	4.00	37.25	0.3	dh
13-Jan	08:00	416561	129	10064.5	0	31996.80	6.50	121.00	1.0	0.99	84	5.00	37.00	0.5	JH
14-Jan	08:00	416690	170	10064.5	0	32003.30	9.00	120.00	2.0	0.89	79	9.00	36.50	0.5	mjh
15-Jan	08:00	416860	284	10064.5	0	32012.30	14.70	118.00	3.0	1.19	70	14.00	36.00	36.0	dh
16-Jan	08:00	417144	195	10064.5	0	32027.00	10.20	115.00	2.0	0.60	56	8.00	35.00	0.3	dh
17-Jan	08:00	417339	141	10064.5	0	32037.20	7.30	113.00	1.0	0.37	48	6.00	34.75	0.8	dh
18-Jan	08:00	417480	160	10064.5	0	32044.50	8.30	112.00	1.0	0.71	42	8.00	34.00	0.5	dh
19-Jan	08:00	417640	127	10064.5	0	32052.80	6.70	111.00	1.0	0.64	34	4.00	33.50	0.5	DH
20-Jan	08:00	417767	151	10064.5	0	32059.50	7.80	110.00	1.0	0.70	30	8.00	33.00	0.0	mjh
21-Jan	08:00	417918	169	10064.5	0	32067.30	8.70	109.00	0.0	0.61	22/100	6.00	32.90	0.6	mjh
22-Jan	08:00	418087	132	10064.5	0	32076.00	6.80	109.00	1.0	0.18	94	6.00	32.25	0.5	dh
23-Jan	08:00	418219	144	10064.5	0	32082.80	7.90	108.00	1.0	1.06	88	8.00	31.75	0.8	dh
24-Jan	08:00	418363	132	10064.5	0	32090.70	6.40	107.00	1.5	1.39	80	5.00	31.00	0.0	DH
25-Jan	08:00	418495	146	10064.5	0	32097.10	7.50	105.50	2.5	1.43	75	7.00	31.00	0.8	dh
26-Jan	08:00	418641	119	10064.5	0	32104.60	6.20	103.00	1.0	1.15	68	5.00	30.25	0.3	dh
27-Jan	08:00	418760	155	10064.5	0	32110.80	8.00	102.00	1.0	1.17	63	7.00	30.00	0.8	dh
28-Jan	08:00	418915	185	10064.5	0	32118.80	9.50	101.00	3.0	1.20	56	10.00	29.25	0.8	dh
29-Jan	08:00	419100	120	10064.5	0	32128.30	6.20	98.00	2.0	1.39	46	6.00	28.50	0.5	dh
30-Jan	08:00	419220	180	10064.5	0	32134.50	9	96.00	2.0	1.34	40	7.0	28.00	0.8	dh
31-Jan	08:00	419400	115	10064.5	0	32143.50	6.1	94.00	2	1.15	33	5	27.25	0.25	IS
1-Feb	08:00	419515		10064.5		32149.60		92.00		1.46	28		27.00		dh
TOT			4430				229								
AVE			148				8			29.94					
MAX			284				16			0.91					
MIN			104				2			1.46					
										0.18					

SIGNATURE: \_\_\_\_\_  
 PHONE: 815-224-1650  
 Jon Stear



VILLAGE OF POPLAR GROVE - WEST  
 FOR THE MONTH OF JAN. 2024  
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
 DIVISION OF PUBLIC WATER SUPPLIES

IL0070350

MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 4		Chlorine Feed		Phosphate Feed		Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	
31-Dec	08:30	385636		8644.12		136.00	1.0	1.08	72	4.00	408.00	BH
1-Jan	08:30	385697	59	8645.63	1.39	135.00	1.0	0.93	66	4.00	406.6	BH
2-Jan	08:30	385756	59	8647.02	1.4	134.00	1.0	1.14	62	6.00	405.20	BH
3-Jan	08:30	385815	59	8648.42	1.4	133.00	1.0	1.21	56	4.00	403.70	BH
4-Jan	08:30	385874	135	8649.82	1.83	132.00	1.0	1.72	52	6.00	402.30	BH
5-Jan	08:30	386009	40	8651.65	1.37	131.00	1.1	0.97	46	5.00	400.40	DH
6-Jan	08:30	386049	31	8653.02	1.86	129.90	1.0	0.87	41	4.00	398.90	mjh
7-Jan	08:30	386080	65	8654.88	1.36	128.90	1.9	0.95	37	5.00	397.30	mjh
8-Jan	08:30	386145	58	8656.24	1.37	127.00	0.0	1.10	32	6.00	395.70	BH
9-Jan	08:30	386203	59	8657.61	1.46	126.00	1.0	1.22	26	4.00	394.20	BH
10-Jan	08:30	386262	59	8659.07	1.35	125.00	0.5	1.12	22/100	4.00	392.90	BH
11-Jan	08:30	386321	58	8660.42	1.35	124.50	1.0	1.09	96	6.00	391.50	dh
12-Jan	08:30	386379	59	8661.77	1.37	123.50	0.5	0.64	90	4.00	390.00	dh
13-Jan	08:30	386438	58	8663.14	1.37	123.00	1.1	0.77	86	5.00	388.80	JH
14-Jan	08:30	386496	103	8664.51	2.36	121.90	1.9	1.38	81	7.00	387.60	mjh
15-Jan	08:30	386599	45	8666.87	1.1	120.00	1.0	1.25	74	4.00	385.50	JH
16-Jan	08:30	386644	68	8667.97	1.61	119.00	0.5	0.68	70	6.00	384.40	dh
17-Jan	08:30	386712	59	8669.58	1.38	118.50	1.0	0.59	64	6.00	382.90	dh
18-Jan	08:30	386771	77	8670.96	1.23	117.50	1.5	0.98	58	4.00	381.50	dh
19-Jan	08:30	386848	60	8672.19	2.51	116.00	0.5	0.63	54	5.00	379.80	dh
20-Jan	08:30	386908	78	8674.7	1.34	115.50	1.5	1.15	49	7.00	378.50	mjh
21-Jan	08:30	386986	80	8676.04	1.9	114.00	1.5	0.88	42	6.00	377.00	mjh
22-Jan	08:30	387066	101	8677.94	2.38	112.50	1.5	0.94	36	8.00	374.90	dh
23-Jan	08:30	387167	81	8680.32	1.92	111.00	2.0	0.86	28/100	6.00	372.30	dh
24-Jan	08:30	387248	59	8682.24	1.39	109.00	1.0	1.14	94	4.00	370.40	DH
25-Jan	08:30	387307	59	8683.63	1.41	108.00	1.0	1.00	90	6.00	369.00	dh
26-Jan	08:30	387366	57	8685.04	1.35	107.00	1.0	1.10	84	4.00	367.50	dh
27-Jan	08:30	387423	79	8686.39	1.84	106.00	1.0	1.07	80	6.00	366.10	dh
28-Jan	08:30	387502	80	8688.23	1.9	105.00	1.5	0.78	74	8.00	364.20	dh
29-Jan	08:30	387582	58	8690.13	1.37	103.50	0.5	0.75	66	3.00	362.50	dh
30-Jan	08:30	387640	62	8691.5	1.2	103.00	1.0	0.65	63	3.00	361.00	dh
31-Jan	08:30	387702	57	8692.7	1.61	102.00	1	0.89	60	6	359.50	IS
1-Feb	08:30	387759		8694.31		101.00		1.45	54		358.30	dh
TOT			2005					32.98				
AVE			67					1.00				
MAX			135					1.72				
MIN			31					0.59				

SIGNATURE:  Tom Stear  
 PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - SOUTH  
 FOR THE MONTH OF JAN. 2024  
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
 DIVISION OF PUBLIC WATER SUPPLIES

IL0070300

MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 5		Hour Meter Well 6		Chlorine Feed		Phosphate Feed		Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	
31-Dec	08:00	606641		4451.1		4758.10		136.00		1.42	60	358.20	1.02	BH
1-Jan	09:00	606702	91	4452	1.4	4758.10	0	135.00	2.0	1.44	56	357.40	0.91	BH
2-Jan	08:00	606793	61	4453.4	1	4758.10	0	133.00	1.0	1.25	50	357.00	1.05	BH
3-Jan	09:00	606854	60	4454.4	0.9	4758.10	0	132.00	1.5	1.14	48	355.00	0.94	BH
4-Jan	09:00	606914	89	4455.3	1.4	4758.10	0	130.50	1.0	1.92	46	354.40	1.03	BH
5-Jan	09:00	607003	30	4456.7	0.5	4758.10	0	129.50	0.5	0.72	40	353.00	0.99	DH
6-Jan	09:00	607033	91	4457.2	1.4	4758.10	0	129.00	1.5	0.81	37	352.40	1.02	mjh
7-Jan	09:00	607124	59	4458.6	0.9	4758.10	0	127.50	1.5	0.90	34	351.40	1.34	mjh
8-Jan	09:00	607183	59	4459.5	1	4758.10	0	126.00	1.5	1.94	30	350.40	1.55	BH
9-Jan	09:00	607242	59	4460.5	0.9	4758.10	0	124.50	1.5	2.00	28	349.60	1.80	BH
10-Jan	09:00	607301	90	4461.4	1.4	4758.10	0	123.00	1.0	1.76	26/100	348.80	1.59	BH
11-Jan	09:00	607391	32	4462.8	0.5	4758.10	0	122.00	1.0	1.22	96	347.40	0.83	dh
12-Jan	09:00	607423	89	4463.3	1.4	4758.10	0	121.00	1.0	1.14	94	347.00	1.36	dh
13-Jan	09:00	607512	60	4464.7	0.9	4758.10	0	120.00	1.2	1.19	90	345.60	1.28	dh
14-Jan	09:00	607572	89	4465.6	0.9	4758.10	0	118.80	1.8	0.76	85	345.00	1.36	mjh
15-Jan	09:00	607661	57	4466.5	1.4	4758.10	0	117.00	1.0	1.72	82	344.40	0.90	JH
16-Jan	09:00	607718	58	4467.9	0.9	4758.10	0	116.00	1.0	1.09	78	343.00	1.10	dh
17-Jan	09:00	607776	59	4468.8	0.9	4758.10	0	115.00	1.0	0.99	74	342.00	1.05	dh
18-Jan	09:00	607835	60	4469.7	1	4758.10	0	114.00	1.0	0.94	72	341.80	1.23	dh
19-Jan	09:00	607895	49	4470.7	0.8	4758.10	0	113.00	1.1	0.61	70	340.40	2.55	dh
20-Jan	09:00	607944	66	4471.5	1	4758.10	0	111.90	1.7	1.23	67	339.80	0.66	mjh
21-Jan	09:00	608010	89	4472.5	1.3	4758.10	0	110.20	1.2	1.30	62	338.60	0.83	mjh
22-Jan	09:00	608099	60	4473.8	1	4758.10	0	109.00	1.0	1.04	58	337.20	1.46	dh
23-Jan	09:00	608159	61	4474.8	0.9	4758.10	0	108.00	1.0	1.17	54	336.20	1.00	dh
24-Jan	09:00	608220	61	4475.7	1	4758.10	0	107.00	1.0	1.30	50	335.20	1.24	DH
25-Jan	09:00	608281	61	4476.7	0.9	4758.10	0	106.00	1.0	0.90	48	334.40	0.73	dh
26-Jan	09:00	608342	60	4477.6	1	4758.10	0	105.00	1.5	1.30	44	333.60	0.90	dh
27-Jan	09:00	608402	65	4478.6	0.9	4758.10	0	103.50	1.5	1.10	42	332.80	0.85	dh
28-Jan	09:00	608467	84	4479.5	1.4	4758.10	0	102.00	2.0	1.05	40	332.00	0.83	dh
29-Jan	09:00	608551	60	4480.9	0.9	4758.10	0	100.00	1.0	0.85	34	331.80	1.38	dh
30-Jan	09:00	608611	64	4481.8	1	4758.10	0	99.00	1.0	0.69	32/100	331.00	1.02	dh
31-Jan	09:00	608675	57	4482.8	0.9	4758.10	0	98.00	1	0.88	98	330.00	1.07	IS
1-Feb	09:00	608732		4483.7		4758.10		97.00		1.31	94	328.20	1.10	dh
TOT			1973				0			39.08			37.69	
AVE			66				0			1.18			1.14	
MAX			91				0			2.00			2.55	
MIN			30				0			0.61			0.66	

Ion Sheer

SIGNATURE:  
 PHONE: 815-224-1650

**DAILY DISTRIBUTION MONITORING REPORT**

**VILLAGE OF POPLAR GROVE**  
**FOR THE MONTH OF JAN. 2024**  
**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY**  
**DIVISION OF PUBLIC WATER SUPPLIES**

Date	North System (Wells 2 & 3)			West System (Well 4)			South System (Wells 5 & 6)			Flouride Analysis								
	Site #	Free Cl <sub>2</sub>	Total Cl <sub>2</sub>	PO <sub>4</sub>	Site #	Free Cl <sub>2</sub>	Total Cl <sub>2</sub>	PO <sub>4</sub>	Site #	Free Cl <sub>2</sub>	Total Cl <sub>2</sub>	PO <sub>4</sub>	Operator Initials	Slope Standard	Well #2	Well #3	Well #4	Well #5-6
1																		
2																		
3	Village	0.87		1.7	Gas	1.05		1.08	Tower	0.94		1.09	BH					
4	Village	0.84		1.62	Garage	1.15		1.45	Tower	1.08		1.31	BH					
5	F.H	0.25		1.73	TOWER	0.95		1.08	Tower	0.92		0.94	DH					
6																		
7																		
8	School	0.68		1.66	Gas	0.93		1.28	Tower	1.05		1.34	BH					
9	Village	0.93		1.56	Garage	0.86		1.16	Tower	1.21		1.2	BH					
10	School	0.99		1.28	Oak lawn	0.93		1.07	Tower	0.99		1.26	BH					
11	tower	0.45		0.91	tower	0.89		0.94	Tower	0.54		0.75	dh					
12																		
13																		
14																		
15																		
16	Village	0.67		1.63	garage	0.59		1.03	tower	0.75		0.59	dh					
17	tower	0.45		1.11	tower	0.59		0.91	tower	0.78		1.01	dh					
18	school	0.88		2.02	gas	0.57		1.08	tower	1.04		1.38	dh					
19	Village	0.65		0.94	Oak Lawn	0.44		1.08	tower	0.94		0.48	dh					
20																		
21																		
22	tower	0.39		1.35	tower	0.9		1.01	tower	0.4		1.15	dh					
23	Village	0.49		1.1	garage	1.11		0.98	tower	0.82		0.84	dh					
24	FH	0.54		1.28	OAK	0.78		1.33	tower	1.09		1.39	DH					
25	School	0.98		1.04	gas	0.77		0.69	tower	1		0.83	dh					
26	tower	1.21		0.92	tower	0.95		1.18	tower	0.97		1.67	dh					
27																		
28																		
29	Village	0.68		1.66	garage	0.94		1.99	tower	1.09		0.76	dh					
30	School	1.26		1.56	gas	0.56		2	tower	0.69		1.24	dh					
31																		
1																		

Signature:  Jon Stear  
 PHONE: 815-224-1650

### Shopping Cart (6)



**Penco® Vanguard 1-Tier 1 Door Executive Locker w/ Legs, 24"Wx24"Dx78"H, Burgundy, Unassembled**

Model #: WB242332BY

6 ▼

**\$3,277.44**  
(\$546.24/unit)

⚠ Please Note: This item cannot be cancelled or returned

Expected delivery on or before Mon, May 20

[Save for later](#)

[Remove](#)

#### Your Cart Summary

Item Total	\$3,414.00
Contractual	-\$136.56
<b>Subtotal</b>	<b>\$3,277.44</b>

**Est. Shipping \$511.99**

Zipcode

**61065**

Shipping Method

**Ground**

**Total \$3,789.43**

Taxes are calculated during checkout.

Enter promo code

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### Shopping Cart

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Add Product by Model #

Model #	Description	Qty	Price	Total	Remove
H-8323R	Gear Locker with Door - 1 Wide, Unassembled, 24" Wide, 24" Deep, Red	6	\$670.00/EA	\$4,020.00	

**SUBTOTAL = \$4,020.00**

[Update](#) | [Checkout](#)

[Shipping](#) | [Sale Code:](#)

[Add](#) | [Questions?](#)

\$300+ orders are eligible for a free item.



# Cart

## Order Summary

Subtotal	<b>\$2,904.18</b>	Estimated Tax	N/A	Estimated Shipping	FREE
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Estimated Total \$2,904.18



TENNSCO  
 Wardrobe Locker: 24 in x 24 in x 72 in, Louvered, 1 Tiers, 1 Units Wide, Padlock Hasp, Steel  
 Item # 39FM45

Qty  
6

Your Price  
**\$484.03** / each  
 Total **\$2,904.18**



Availability  
 Expected to arrive **Thu. Feb 29.**  
 This item requires special shipping, additional charges may apply.

## Products You Have Recently Viewed



TENNSCO  
 Wardrobe Locker: 24 in x 24 in x 72 in, Louvered, 1 Tier...  
 Item # 39FM45

Your Price ⓘ  
**\$484.03** / each

Qty  
1

Add to Cart



ROTHENBERGER  
 Repair Clamp: For 3/4 in Pipe, 3 in Overall Lg, Plasti...  
 Item # 53RF30

Your Price ⓘ  
**\$32.22** / each

Qty  
1

Add to Cart



APPROVED VENDOR  
 Repair Clamp: For 3/4 in Pipe, 6 in Overall Lg, 304...  
 Item # 24T955

Your Price ⓘ  
**\$10.91** / each

Qty  
1

Add to Cart



HONDA  
 Engine Driven Utility P 3 1/2 hp, 2 in NPT, 118...  
 Item # 6DLY8

Your Price ⓘ  
**\$597.92** / each

Qty  
1

Add to Cart



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

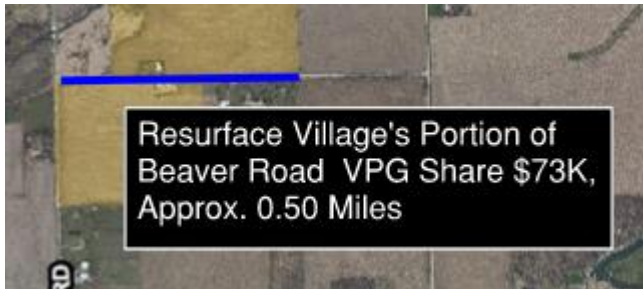
**From: Chris Dopkins, P.E., Village Engineer**

**Re: 2024 Pavement Maintenance Program  
Memorandum of Understanding (MOU) for Beaver Road  
Improvements**

**Date: March 14, 2024**

---

As you are aware, approximately a half mile of Beaver Road is under the jurisdiction of the Village of Poplar Grove. The remainder of Beaver Road is under the jurisdiction of the Poplar Grove Township. The Township has advised that it plans to maintain its portion of Beaver Road and the Village has determined that



it will partner with the Township to maintain the Village's section of Beaver Road. The Boone County Highway Department acts as the lead agency for the Township's improvements and will therefore act as the lead agency for the Village's portion of Beaver Road.

We have prepared a Memorandum of Understanding (MOU) between the Village and County for the improvements. Under the MOU, the Village is responsible for any patching needed ahead of paving and there are two areas where patching is needed. The Village will either hire the work done or partner with the Township separately from the County's work to complete the patching under the Village's purchasing policy. The roadway will then be resurfaced by the contractor retained by the County. After resurfacing is complete, the County will place the pavement markings and shouldering which will be invoiced separately.

Once the paving is complete, the Village and County will meet to agree on quantities, and the County will then prepare a pay application and the Village will pay the contractor directly. After shouldering and pavement markings are complete, the County will invoice the Village for the work. All work will be eligible for use of MFT funds. However, in an effort minimize the paperwork and reporting, the pavement marking and shouldering will be paid out of the Village's road and bridge funds. Doing so will eliminate reporting that our office would otherwise need to complete, which will save time and effort. All of the work is expected to be within budget of the excerpt above.

**Recommendation:**

At this time, staff recommends approval of the MOU with the County. I look forward to discussing this item with the Board and in the meantime please do not hesitate to contact me at 636-9590 with any questions. Thank you.

**RESOLUTION 2024-06**

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE RESOLVING TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH BOONE COUNTY FOR IMPROVEMENTS TO BEAVER ROAD**

**WHEREAS**, the Village of Poplar Grove is dedicated to rebuilding and maintaining streets through its Pavement Maintenance Program; and

**WHEREAS**, Poplar Grove Township (Township) has identified the need to improve the Township’s section of Beaver Road; and

**WHEREAS**, the Village has identified the need to provide pavement maintenance to the Village’s section of Beaver Road; and

**WHEREAS**, the Boone County Highway Department (County) is the lead agency for the Township’s project; and

**WHEREAS**, it is in the interest of the Village, County and Township to cooperate in the construction of the improvements to minimize costs and inconvenience to the traveling public; and

**WHEREAS**, the Village has determined that it is in the best interest of its citizens to complete the work as herein described above.

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

1. The above recitals are incorporated herein and made part hereof.
2. The Village hereby approves the MOU for Beaver Road Improvements.
3. Said MOU is attached to and made part of this resolution.
4. The Village Clerk of Poplar Grove shall attest the same after the signature of the Village President.

Adopted this 20<sup>th</sup> day of March, 2024.

PASSED UPON MOTION BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_



BY ROLL CALL VOTE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

AS FOLLOWS:

VOTING "AYE": \_\_\_\_\_  
\_\_\_\_\_

VOTING "NAY": \_\_\_\_\_  
\_\_\_\_\_

ABSENT, ABSTAIN, OTHER \_\_\_\_\_  
\_\_\_\_\_

APPROVED \_\_\_\_\_, 2024

\_\_\_\_\_  
VILLAGE PRESIDENT

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

**Memorandum of Understanding**  
**Between the Village of Poplar Grove and Boone County**  
**For Beaver Road Improvements**

**Parties to Understanding:**

Village of Poplar Grove, IL, a municipal corporation, and Boone County, a unit of local government

**Background:**

The Village of Poplar Grove (Village) and Poplar Grove Township (Township) both intend to maintain their respective portions of Beaver Road between Poplar Grove Road and the Village of Poplar Grove's eastern corporate boundary, a distance of 2,420 feet. Maintenance of Beaver Road will generally consist of:

- Patching.
- Resurfacing to include cutting butt joints at driveways and at project termini as needed, and placing 1.5" of HMA pavement over the existing surface.
- Placement of new pavement markings.
- New aggregate shouldering, nominally 2.0' wide.
- Traffic control shall be provided through construction.

Construction of the improvements is scheduled for Summer of 2024. It is in the interest of Village and Township to cooperate in the construction of the maintenance improvements to minimize the cost of the improvements to each participant and minimize impact and inconvenience to the public.

Boone County (County) will be the lead agency for the Township's project and will let and award the project. This agreement is therefore written between the County and Village.

**Statement of Understanding:**

In an effort to expedite the above project the following mutual understandings are hereby made:

1. The County will provide design and construction engineering for the project. Engineering shall be completed in accordance with generally accepted engineering practices and principles, and contracted work shall be in accordance with Motor Fuel Tax (MFT) guidelines and procedures.
2. The County will place pavement markings (painted) after resurfacing is complete, and will invoice the Village for the cost of the pavement markings. The Village understands that the cost of pavement markings is not MFT eligible.
3. The County will place aggregate shouldering after the resurfacing is complete and will invoice the Village for the cost of the shoulders. The Village understands that cost of shouldering is not MFT eligible.
4. The County will obtain IDOT approval for bidding and construction of the project.
5. The Village will be responsible for completing pavement patching ahead of the County's resurfacing. The County will provide a construction schedule to the Village so that the Village may plan its patching accordingly.

- 6. The County will act as the lead agency and will bid and award the contract in accordance with MFT guidelines purchasing policies.
- 7. The County and Village shall cooperate with each other through the bidding and construction process.
- 8. The Project costs will be shared as follows:
  - a. The Village will pay the agreed quantities for Butt Joints, Tack Coat, & HMA Surface Course at the Contract Unit Prices.
  - b. Traffic Control and Quality Assurance Testing costs will be split on a pro-rata basis. The pro-rata formula shall be determined by dividing the length of the Village's portion of Beaver Road by the total length of the improvement in the County's contract documents.
  - c. The Village shall be responsible for one hundred percent of the costs of pavement markings and shouldering on the Village's portion of Beaver Road.
  - d. Final costs shall be based on actual construction costs.
- 9. Upon completion of construction, the Village and County will meet and approve construction quantities and costs for each party.
- 10. Once final quantities/costs are agreed to, the County shall (1) prepare pay estimates and project closeout documents in accordance with MFT procedures; and (2) forward a copy of the pay estimate to the Village. The Village shall pay the contractor directly in accordance with the agreed quantities. The Village shall pay the County for its portion of the QA Testing.
- 11. Once pavement markings and shouldering have been placed, the County shall prepare and forward an invoice for the same to the Village. The Village shall pay the County within 30 days of receipt of the invoice from the County.

Approved:

Approved:

\_\_\_\_\_  
 Village of Poplar Grove  
 Don Sattler, Village President

\_\_\_\_\_  
 Boone County  
 (Authorized Signature)

Witness:\_\_\_\_\_

Witness:\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Certificate of Authority by Vote**

I, \_\_\_\_\_, **hereby certify** that I am duly elected Clerk/Secretary of  
*(Name)*  
Village of Poplar Grove \_\_\_\_\_ (“Governmental Unit”). I hereby certify the following is a true  
*(Name of Governmental Unit)*

copy of a vote taken at a meeting of the Board of Directors (or equivalent governing body), duly called and held on \_\_\_\_\_, 20\_\_\_\_, at which a quorum of the Members were present and voting.

**Voted:** That \_\_\_\_\_ (may list more than one person) is  
*(Name and Title)*

duly authorized to enter into contracts, to include joint participation agreements, on behalf of Village of Poplar Grove with the State of Illinois and any of  
*(Name of Governmental Unit)*

its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to affect the purpose of this vote.

**I hereby certify** that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract or joint participation agreement to which this certificate is attached. I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the Governmental Unit. To the extent that there are any limits on the authority of any listed individual to bind the Governmental Unit in contracts with the State of Illinois, all such limitations are expressly stated herein.

**Dated:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
*(Name & Title)*

**Certificate of Authority by Bylaws**

I, \_\_\_\_\_, **hereby certify** that I am duly elected Clerk/Secretary of  
*(Name)*  
Village of Poplar Grove. I hereby certify the following is a true copy of the  
*(Name of Governmental Unit)*

current Bylaws (or equivalent law or ordinance) and that the Bylaws authorize the  
following person or position to bind the Governmental Unit for contractual obligations, to  
include joint participation agreements: \_\_\_\_\_

*(List title or position)*

I further certify that the following individuals currently hold the office or positions  
authorized: \_\_\_\_\_.  
*(List individuals holding positions authorized)*

I further certify that it is understood that the State of Illinois will rely on this  
certificate as evidence that the person listed above currently occupies the position  
indicated and that they have full authority to bind the Governmental Unit for contractual  
obligations, to include joint participation agreements with the State of Illinois.

**Dated:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
*(Name & Title)*



# VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

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

## PROFESSIONAL SERVICES FEE AGREEMENT

Date: 3/11/2024

PRIMARY CONTACT (for Escrow): Name of Contact: STEVE THOMAS

Address: 11619 IL. RT. 76

Telephone Number: [REDACTED] Facsimile Number: 815-544-8900

E-mail: STEVE@POPLARGROVEAIRMOTIVE.COM

OWNER: Name of Property Owner: BEL AIR ESTATES, LTD. Owner's

Address: SAME Telephone

Number: \_\_\_\_\_ Facsimile Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

PETITIONER: Name of Petitioner: SAME

Petitioner's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Facsimile Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

LOCATION OF PROPERTY (General Location, attach more pages if necessary):

POPLAR GROVE AIRPORT - SEE APPLICATION

Total Acreage: \_\_\_\_\_ PIN(S): \_\_\_\_\_

LEGAL DESCRIPTION: (attach as an Exhibit)

DESCRIPTION OF PROJECT OR APPROVAL SOUGHT (attach more pages if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned(s) do hereby agree to pay for all professional services fees and costs incurred by the Village in connection with the above-described project or approval sought. The undersigned(s) agree that such payment shall be made in accordance with the provisions of Title 11 of the Village of Poplar Grove Code of Ordinances, a copy of which is attached hereto and incorporated herein, and that the undersigned(s) agree to comply with all applicable provisions of said Title 11.

WITHDRAWALS OR DENIALS OF PETITION OR APPLICATION: In the event the undersigned(s) withdraws their petition or application, the undersigned(s) may apply in writing to the Village for a refund of the escrow account balance. The Village Administrator may, in his/her sole discretion, approve the refund less any actual fees and expenses which the Village has already incurred associated with the project or request. In the event the petition or application is denied by the Village, the undersigned(s) shall remain liable for all Professional Services Fee and costs which the Village has incurred, and no refund of the escrow account balance shall occur until all such Professional Services Fee and costs have been paid. Should the escrow account fund balance be insufficient to cover all of the Professional Services Fee and costs, the undersigned(s) shall remain liable to pay for any remaining balance of Professional Services Fee and costs.

DEFAULT: Upon the failure of the undersigned(s) to pay for Professional Services Fee incurred by the Village associated with the project or request in accordance with Title 11 of the Village of Poplar Grove Code of Ordinances and the provisions of this Agreement, the undersigned(s) shall be deemed to be in Default of this Agreement and the Village shall have any and all remedies available to it in equity or at law to obtain payment of the unpaid Professional Services Fee and costs. Further, the Village shall have the right to refrain from taking any further action whatsoever with regards to the project or request and that the same shall remain in abeyance until the escrow is in good standing. The undersigned(s) further agree to extensions of any statutory timelines that may be necessary until such time as the escrow account has been replenished in accordance with said Title 11, and upon such happening, the Village agrees to proceed promptly and with due diligence thereafter. The undersigned(s) agree that the Village may withhold any other action, legislative or ministerial, which may include the issuance of permits, licenses, approval and/or execution of any development agreements, economic development agreements, economic incentive agreements, or recording of plats, approval of zoning actions, code amendments, contracts, or any other Village action for, on or upon the subject property, until the Default is cured. Upon any Default, interest in the amount of one percent (1%) per month shall accrue on all sums outstanding for thirty (30) days or more, plus any legal expenses and five percent (5%) of the outstanding amount due in order to cover administration expenses. The Village shall have the right, but not the obligation, in its sole discretion, to pursue any remedy it may have at law or in equity in the event of Default, including, but not limited to, pursuing collection via the State of Illinois Local Debt Recovery Program and/or electing to place a lien against any real property associated with the undersigned(s)'s project or request, for the amount of expenses, including administrative costs and reasonable attorney fees, that have been outstanding for thirty (30) days or more.

REMEDIES: The remedies available to the Village as set forth herein are non-exclusive and nothing herein shall be construed to limit or waive the Village's right to proceed against any or all parties in a court of law or equity in competent jurisdiction.

PLANNING, ZONING, DEVELOPMENT FEES (Petition or Application Fees): The undersigned(s) agrees that the payment of Professional Services Fee in accordance with this Agreement and Title 11 of the Village of Poplar Grove Code of Ordinance shall be in addition to any other customary Village fees which may be applicable to the project or request.

TERMINATION OF PETITION OR APPLICATION: In the event the undersigned(s) fails to replenish the escrow account within thirty (30) days of a request by the Village to do so, the undersigned(s) agree that the Village, shall the right, in its sole discretion, to terminate and render null and void the pending application/petition for the project or request, upon providing written notice of the same to the undersigned.

COOPERATION AND REPRESENTATION OF VILLAGE: The undersigned(s) agree that they shall fully cooperate with the Village, its officials, staff and Professional Consultants with respect to the proposed project or request. The undersigned(s) acknowledge that the Village's Professional Consultants solely represent the Village and the Village's interest and do not represent the undersigned in any manner. SEVERABILITY: If any provision of this Agreement or its application to any person, entity or property is held to be invalid, such provision shall be deemed to be excised here from and the invalidity thereof shall not affect the application or validity of any other terms or conditions and provisions of the Agreement and, to that end, any terms, conditions and provisions of this Agreement are declared to be severable. By signing this Agreement, the undersigned(s) acknowledge that they have read the foregoing paragraphs and fully understand and agree to comply with the terms set forth herein. Further, by signing below, each signatory warrants that he/she/it possesses full authority to so sign. The undersigned(s) agree that they shall be jointly and severally liable for payment of fees referred to in this Agreement and Title 11 of the Village of Poplar Grove Code of Ordinances.

BEL AIR ESTATES, LTD. 3/11/24  
Applicant/Petitioner Date

Village of Poplar Grove, Illinois  
\_\_\_\_\_  
Village Administrator Date

\_\_\_\_\_  
Print Name  
[Redacted] 3/11/24  
Owner (if different than above) Date

ATTEST:  
  
\_\_\_\_\_  
Village Clerk Date

STEPHEN R. THOMAS  
Print Name

Additional Page(s) for: Location of Property  
Legal Description  
Description of Project or Approval Sought