



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, December 20, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

- [1.](#) Motion to approve minutes from November 8, 2023

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
6. Attorney Report, Sosnowski Szeto

NEW BUSINESS

7. Motion to discuss/approve to approve check disbursement for payments scheduled to be paid prior to December 31, 2023, in the amount of \$315,846.35 in AP checks, \$18,501.30 in insurance expense checks, and \$4,253.14 EFTS for a total of \$338,603.79.
- [8.](#) Motion to discuss/approve Settlement Agreement with MidFirst Bank.

- [9.](#) Motion to discuss/approve **Ordinance 2023-25** An Ordinance of the Village of Poplar Grove, Illinois regarding the Illinois Paid Leave for all Workers Act.
- [10.](#) Motion to discuss/approve **Resolution 2023-32** A Resolution of the Village of Poplar Grove, Illinois authorizing Kristi Richardson as Chairperson of the Finance and Public Works Committee to perform necessary Village banking functions.
11. Motion to discuss/approve an RFP for repair and resurfacing of the tennis courts at Village Hall.
- [12.](#) Motion to discuss/approve appointment of Bruce Moore as Trustee to fill the vacancy and unexpired term of Eric Miller to Poplar Grove Village Board.
- [13.](#) Motion to discuss **Resolution 2023-22** A Resolution of the Village of Poplar Grove, Illinois appointing an individual to fill a vacancy in the Planning and Zoning Commission.

GOOD OF THE VILLAGE

14. Planning & Zoning Meeting December 27th, 2023 – 6:00 pm
Communications Meeting December 28th, 2023 – 6:30 pm
Village Hall will be closed on the following for the Holiday Season December 25-26, 2023 & January 1-2, 2024
Board of Trustee Meeting January 10, 2023 - 7:00 pm
Board of Trustee Meeting January 17, 2023 - 7:00 pm

ADJOURNMENT (Voice Vote)

KJ 12/18/2023



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, November 08, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

President Sattler

Finance Chairman Eric Miller

Admin Chairman Owen Costanza

Trustee Jeff Goings

Trustee Dan Cheek

Trustee Betsy Straw

Attorney Dave Kurlinkus

Treasurer Carina Boyd

Public Works Director David Howe

ABSENT

Trustee Kristi Richardson

APPROVAL OF AGENDA (Voice Vote)

Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza. Motion passed by voice vote

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Miller to move unfinished business to after new business. Motion passed by voice vote.

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

none

DEPARTMENT REPORTS

1. Announcement for the upcoming Tree Lighting event
Treasurer Carina Boyd gave a brief update on the Tree Lighting

UNFINISHED BUSINESS

2. Motion to reconsider **Resolution 2023-22** A Resolution of the Village of Poplar Grove appointing an individual to fill a vacancy in the Planning and Zoning Commission.
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw
Motion made by Trustee Goings, Seconded by Trustee Straw to postpone until December 13, 2023
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw
Trustee Goings and Straw would like to call Austin Davis and speak with him before voting.

NEW BUSINESS

3. Motion to discuss zoning regulations for shipping containers used for storage/office/fencing within the Village.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
The board discussed allowing shipping containers within the village. Staff was instructed to come up with an ordinance and send it to Planning and Zoning for further review.
4. Motion to discuss **Ordinance 2023-18** An Ordinance authorizing the levy and collection of taxes for the general corporate, liability insurance, social security, and audit purposes for the fiscal year commencing on May 1, 2023 and ending on April 30, 2024 for the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.
Treasurer Carina Boyd went over the Levy.

EXECUTIVE SESSION

5. Motion to go into executive session pursuant to 5 ILCS 120/2(c)(11) Pending Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent
Motion made by Finance Chairman Miller, Seconded by Trustee Goings to go into closed session.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw
Village Board went into closed session at 7:23pm

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Miller to come out of closed session.

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

came out of closed session at 7:41pm

ADJOURNMENT (Voice Vote)

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

meeting adjourned at 7:42pm



To: The Village President and Board of Trustees

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

Re: Engineering Report – November 2023 Activity

Date: December 18, 2023

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

- **Public Works Building** Insulated Metal Panels (IMP) were installed on both the walls and roof. Building trim has been installed, and the canopy was constructed as well. NICOR installed the gas service, and exterior electrical panels have been hung. Nearly all of the site concrete has been placed. We were hoping to pave the site yet this fall, and the Contractor began the process of shaping the base aggregate but we experienced a week of very cold temperatures which shut down the asphalt plants, so paving will occur in the spring.
- **2023 Pavement Maintenance Program:** Second pay applications were completed for both projects. Punch lists were also completed and turned over to the contractors. We are awaiting material certifications from IDOT for the State Street Project which are needed before we can close the project out. The Contractor for the Orth Road project completed the punch list items last week so we will proceed with closeout paperwork.



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

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

Public Works Report, November 2023

- Comcast is wrapping up the work in the Village, some areas should be offering services now and others will follow shortly.
- The new Public Works shop has continued as well. At this point, the exterior of the building is about 85% finished. Overhead doors are installed, windows are in, and trim is done. The front entryway pillars need to be brick-wrapped, and the concrete pad there needs to be poured. Man doors also need to be installed. Outside of that, the parking lot and Park St need to be paved, but with plants closing down, it will be done in the spring.
- I reached out to Lions Club to get dates together for a meeting, but haven't heard back yet. With the way December goes for people, I always assumed this would take place after the new year.
- Brad Grorund has received all our equipment for live streaming and has set up elements and tested them at this office. We were hoping to have this installed by the second December meeting, but he had some family obligations that prevented him from being able to install the setup. It will be done by the first January meeting.
- Monitored repair of sewer lateral by Comcast Contractor.
- Staff had its first salt event.
- Beyond a couple of snowy and cold days, the weather has allowed us to work on some other projects we normally wouldn't this time of year.
- Staff washed all winter equipment, and then used a sealant product on everything to inhibit rust throughout the winter.
- Cold patching and sweeping were on and off throughout the month.
- Fixed gravel drive at SWWTP and added a drive to the east side of NWWTP.
- Trimmed ROW trees on Woodstock Road.
- Staff replaced worn cutting edges on plows.
- Fixed light and tailgate latches on 20 International.
- Set up for the Village Christmas Party – building and tree lights, State St decorations. Assisted office staff with interior décor.
- Cleaned up the brush in Westergren ROWs.
- Burned all Village owned brush piles.
- 2022 Ram had strobe lights, and a plow package installed.
- Cleaned up the spoils pile at SWWTP.

- We were having lighting issues at Village Hall, and determined it was in the program box for the lights. After replacing a few relays, all exterior lighting functions properly again. We also changed out the old can lights under the canopy to LED upgrades as well.

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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NOVEMBER 2023 TREASURER'S REPORT

Monthly Reports:

Attached you will find November's financial reports.

Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in November.
- Invoices scheduled to be paid in the month of December: \$315,846.35 in AP checks, \$18,501.30 in Insurance Expense checks, and \$4,253.14 in EFTS. Grand Total: \$338,603.79.
- Attached please find the Village of Poplar Grove's balance sheet as of 11/30/2023.

Ongoing Activities

- The Tax Levy will be on the December Board Agenda for possible approval.

Carina

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND	FUND 31 WATER & SEWER FUN	FUND 32 DEBT SERVICE FUND	FUND 90 GOV FUNDS CAPITAL	TOTAL
ASSETS							
00-1010	PETTY CASH	192					192
00-1020	CASH IN BANK	(1,325,671)					199,555
00-1021	CASH IN BANK MONEY MARKET	2,405,875					2,405,875
00-1022	CASH IN BANK - BYRON BANK						108,419
00-1030	MONEY MARKET						59,638
00-1040	MFT MONEY MARKET	31,611					119,810
00-1070	CASH WITH PAYING AGENT						582,199
00-1075	ILLINOIS FUNDS INVESTMENT ACCT.						3,327,103
00-1100	PROPERTY TAXES RECEIVABLE	3,327,103					317,096
00-1325	GASB 87 LEASE RECEIVABLE	17,635					17,635
00-1400	ACCOUNTS RECEIVABLE - OTHER	52,444					3,238
00-1401	ACCOUNTS RECEIVABLE						164,679
00-1405	ACCOUNTS RECEIVABLE - LITIGATION						193,600
00-1410	ALLOWANCE FOR DOUBTFUL ACCOUNTS						(193,600)
00-1600	CONSTRUCTION IN PROGRESS						136,245
00-1605	VEHICLES						42,017
00-1610	VILLAGE WATER SYSTEM						13,308,326
00-1620	WATER/SEWER UTILITY SYSTEM						8,148,871
00-1630	STREETS						66,551
00-1705	ACCUMULATED DEPRECIATION - VEHICL						(31,018)
00-1710	ACCUM DEP-VILLAGE NORTH WATER SY						(1,519,111)
00-1711	ACCUM DEP-VILLAGE SOUTH WATER SY						(4,131,277)
00-1720	ACCUMULATED DEPRECIATION - WATER/						(6,387,573)
00-1730	ACCUM DEP-STREET						(29,116)
00-1850	DEFERRED OUTFLOW						333,322
00-1900	UNAMORTIZED LOSS ON REFUNDING						33,227
TOTAL ASSETS		4,826,285	476,993	12,026,679	32,408	(34,018)	17,328,347
LIABILITIES							
00-2100	UNAVAILABLE PROPERTY TAXES	317,096					317,096
00-2200	ACCOUNTS PAYABLE	34,440					126,208
00-2201	COMPENSATED ABSENCES - CURRENT PO						9,088
00-2203	BONDS PAYABLE 2012A - CURRENT POR						30,000
00-2204	BONDS PAYABLE 2012B - CURRENT POR						145,000
00-2205	BONDS PAYABLE 2015 - CURRENT PORT						360,000
00-2230	DUE TO AIRPORT - BEL AIR						23,500
00-2240	ACCURED INTEREST PAYABLE						47,199
00-2304	BONDS PAYABLE 2012B - LONG-TERM P						615,000
00-2305	BONDS PAYABLE 2015 - LONG-TERM PO						1,625,000
00-2340	HEALTH INSURANCE DEDUCTIONS PAYAB						(6,959)
00-2360	UNION DUES/MCPRS PAYABLE						320
00-2370	SUI PAYABLE						304
00-2400	OTHER DEFERRED REVENUE						694,976
00-2410	CUSTOMER DEPOSITS HELD						14,302
00-2650	NET PENSION LIABILITY						17,727
00-2660	DEFERRED INFLOWS						19,899
00-2665	GASB 87 DEFERRED INFLOW						17,306
00-2690	UNAMORTIZED BOND PREMIUM						58,051
00-2695	GASB83 ASSET RETIREMENT OBLIGATIO						325,000
TOTAL LIABILITIES		1,071,785		3,323,294			4,439,017
FUND BALANCES							
00-3000	FUND BALANCE	2,130,889	779,910	8,197,308	30,150	1,332,975	4,273,924
00-3001	NET POSITION						8,197,308

Item 4.

Comparative Balance Sheet
 Period Ending 11/30/2023

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND	FUND 31 WATER & SEWER FUN	FUND 32 DEBT SERVICE FUND	FUND 90 GOV FUNDS CAPITAL	TOTAL
FUND BALANCES							
TOTAL FUND EQUITY							
	Beginning Fund Balance	2,130,889	779,910	8,197,308	30,150	1,332,975	12,471,232
	Net of Revenues Vs Expenditures	1,623,611	(302,918)	506,073	2,256	(1,410,931)	
	Ending Fund Balance	3,754,500	476,992	8,703,381	32,406	(77,956)	
	Total Liabilities And Fund Balance	4,826,285	476,992	12,026,675	32,406	(34,018)	

12/05/2023

CHECK REGISTER
CHECK DATE FROM 11/01/2023 - 11/30/2023

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
11/03/2023	OPER	Various	PR Payroll	PAYROLL	14,170.85
11/03/2023	OPER	EFT599(E)	PR IRS	INTERNAL REVENUE SERVICE	4,360.39
11/03/2023	OPER	EFT600(E)	PR STATE OF IL	STATE OF ILLINOIS	848.39
11/03/2023	OPER	28410	PR NCPERS	NCPERS	112.00
11/06/2023	OPER	EFT601(E)	PR BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	17,342.60
11/06/2023	OPER	EFT602(E)	PR DENTAL/VISION	HUMANA INSURANCE COMPANY	1,046.70
11/07/2023	OPER	28411	AP 0371	ABBY PEST ELIMINATION LLC	270.00
11/07/2023	OPER	28412	AP 0006	ADT COMMERCIAL LLC	201.88
11/07/2023	OPER	28413	AP 0338	AMAZON.COM	136.05
11/07/2023	OPER	28414	AP 0356	B&F CONSTRUCTION CODE SERVICE, INC.	4,820.00
11/07/2023	OPER	28415	AP 0051	BOBCAT OF ROCKFORD	51.60
11/07/2023	OPER	28416	AP 0078	CARD SERVICE CENTER	8.98
11/07/2023	OPER	28417	AP 0098	CINTAS CORPORATION #2	101.40
11/07/2023	OPER	28418	AP 0098	CINTAS CORPORATION #355	102.90
11/07/2023	OPER	28419	AP 0278	COMED	25,392.01
11/07/2023	OPER	28420	AP 0073	CONSERV FS INC	949.85
11/07/2023	OPER	28421	AP 0347	CORE & MAIN LP	1,246.94
11/07/2023	OPER	28422	AP 0097	FOX VALLEY INTERNET, INC.	54.90
11/07/2023	OPER	28423	AP 0096	FRONTIER	1,008.26
11/07/2023	OPER	28424	AP 0424	GO TO COMMUNICATIONS INC	310.29
11/07/2023	OPER	28425	AP 0626	GRORUD SERVICES LLC	225.00
11/07/2023	OPER	28426	AP 0109	HAWKINS, INC.	2,285.78
11/07/2023	OPER	28427	AP 0110	HEARTLAND BANK & TRUST COMPANY	206,281.25
11/07/2023	OPER	28428	AP 0384	HIRE TRACI II LLC	675.00
11/07/2023	OPER	28429	AP 0364	HOME DEPOT CREDIT SERVICES	927.92
11/07/2023	OPER	28430	AP 0601	IAN CARLSON	17.99
11/07/2023	OPER	28431	AP 0330	ILLINOIS MUNICIPAL LEAGUE	675.00
11/07/2023	OPER	28432	AP 0303	JASTER, KATIE	393.46
11/07/2023	OPER	28433	AP 0351	JOHNSON TRACTOR	15.90
11/07/2023	OPER	28434	AP MISC	KRISTAL & LETICIA MONTANO	99.42
11/07/2023	OPER	28435	AP 0159	MCMAHON ASSOCIATES, INC.	21,237.50
11/07/2023	OPER	28436	AP 0163	MEDIACOM	269.89
11/07/2023	OPER	28437	AP 0165	MENARDS	984.54
11/07/2023	OPER	28438	AP 0545	MI FLUID POWER SOLUTIONS	397.76
11/07/2023	OPER	28439	AP 0411	MID-WEST TRUCKERS ASSOCIATION, INC.	425.00
11/07/2023	OPER	28440	AP 0329	MR. GOODWATER	92.36
11/07/2023	OPER	28441	AP 0177	MUNICIPAL CLERKS OF ILLINOIS	55.00
11/07/2023	OPER	28442	AP MISC	NICHOLAS KRYPCIAK	69.75
11/07/2023	OPER	28443	AP 0186	NICOR GAS	852.41
11/07/2023	OPER	28444	AP 0318	O'REILLY AUTO PARTS	55.19
11/07/2023	OPER	28445	AP 0489	P.C. TECH 2 U	300.00
11/07/2023	OPER	28446	AP 0212	PHYSICIANS IMMEDIATE CARE	604.00
11/07/2023	OPER	16(S)	AP 0211	PITNEY BOWES INC.	0.00
11/07/2023	OPER	28447	AP 0627	POINT READY MIX	1,351.50
11/07/2023	OPER	28448	AP 0225	R.J. DANIELS FUEL & TIRE	5,006.55
11/07/2023	OPER	28449	AP 0451	RED WING BUSINESS ADVANTAGE ACCT.	239.19
11/07/2023	OPER	28450	AP 0220	ROCKFORD BUSINESS SYSTEMS, INC	120.90
11/07/2023	OPER	28451	AP 0408	SABEL MECHANICAL LLC.	1,551.25
11/07/2023	OPER	28452	AP 0325	SCHUMACHER LANDSCAPING, INC.	102.00
11/07/2023	OPER	28453	AP 0461	SKYLINE WINDOW CLEANING	138.00
11/07/2023	OPER	28454	AP 0217	SOLUTIONS BANK	13,870.00
11/07/2023	OPER	28455	AP 0319	SOSNOWSKI SZETO, LLP	14,439.37

12/05/2023

CHECK REGISTER
CHECK DATE FROM 11/01/2023 - 11/30/2023

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
11/07/2023	OPER	28456	AP 0248	STEINER ELECTRIC COMPANY	656.12
11/07/2023	OPER	28457	AP 0628	SUNBELT RENTALS	344.10
11/07/2023	OPER	28458	AP 0355	TEST INC.	18,848.51
11/07/2023	OPER	28459	AP 0259	TWIN TOWERS INC.	39.00
11/07/2023	OPER	28460	AP 0261	U.S. CELLULAR	217.10
11/07/2023	OPER	28461	AP 0629	UNITED LABORATORIES	1,385.57
11/07/2023	OPER	28462	AP 0262	USA BLUE BOOK	905.54
11/07/2023	OPER	28463	AP 0597	VERIZON	192.63
11/07/2023	OPER	28464	AP 0429	WEX BANK - MARATHON FLEET CARD	1,690.18
11/15/2023	OPER	28473	AP 0527	GEOCON PROFESSIONAL SERVICES, LLC.	4,722.00
11/16/2023	OPER	28465	AP 0467	ILLINOIS COUNTIES RISK MGMT TRUST	45,860.00
11/16/2023	OPER	28466	AP 0526	CURRAN CONTRACTING	12,850.17
11/16/2023	OPER	28467	AP 0625	LARSON & LARSON BUILDERS INC	253,062.64
11/16/2023	OPER	28468	AP 0159	MCMAHON ASSOCIATES, INC.	9,608.35
11/16/2023	OPER	28469	AP 0435	ROCK ROAD COMPANIES	51,045.46
11/16/2023	OPER	28470	AP 0615	DPI CONSTRUCTION INC	1,685.00
11/16/2023	OPER	28471	AP 0259	TWIN TOWERS INC.	255.00
11/17/2023	OPER	Various	PR Payroll	PAYROLL	14,114.59
11/17/2023	OPER	EFT603(E)	PR IRS	INTERNAL REVENUE SERVICE	4,252.84
11/17/2023	OPER	EFT604(E)	PR STATE OF IL	STATE OF ILLINOIS	849.17
11/17/2023	OPER	EFT605(E)	PR IMRF	IMRF	4,289.10
11/17/2023	OPER	EFT606(E)	PR UNION DUES	I.U.O.E. LOCAL 150	437.70
11/18/2023	OPER	28472	AP 0513	ELLINGSON, DENNIS	750.00
11/20/2023	OPER	145(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11
11/20/2023	OPER	146(E)	AP 0217	SOLUTIONS BANK	2,001.03
Total of 97 Checks:					778,608.78
Less 0 Void Checks:					0.00
Total of 97 Disbursements:					778,608.78



2323 Fourth Street, PO Box 483 Peru, IL 61354
 Phone: 815-224-1650 Toll Free: 800-659-4659
 www.testinc.com

December 7, 2023

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 October 2023 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:

- Cleaned all lift station floats and transducers.
- Ran and tested portable generators under load.
- Check all dialers to ensure they are working.
- The chemical we ordered from United seems to be helping.
- Made sure all panel heaters are working.
- We're still waiting for a call back from Collins for them to come out and do our yearly cleaning of the lift stations. They came out one but had issues so they said they would be back.

North WWTP:

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Scada issues have been fixed. Turns out it was a bad pump that was back feeding a small amount of power to trip the breaker through the relay.
- We worked with Win911 and our IT guy and got the Win911 working again. We were relying on the back up dialer and it was working, but now the system is back up and running like it should.
- We are working with David and Chris to put together a plan to replace and upgrade the Win911, but we can't just update that system alone. We need to update the operating system on the computer, but the Scada system won't run on anything newer than Windows 7. So, it's a domino effect to get everything updated.
- Did a deep clean at the north plant.



2323 Fourth Street, PO Box 483 Peru, IL 61354
Phone: 815-224-1650 Toll Free: 800-659-4659
www.testinc.com

- Decanted digesters.
- Tested all emergency wash stations.
- Everything is ready for winter operation.
- We have 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.
- Tested all emergency wash stations.
- The issues that we had with the lift station was a burnt up connection in the pump. We were able to cut the wires back and repair.
- All furnaces are working as they should.

Water System:

- Cleaned well houses.
- Cleaned and inspected injectors for all chemicals.
- We've pulled apart, then inspected and cleaned all the injectors at all the well for all the chemicals.
- All required EPA testing has been done.
- We had an issue where we lost power and the PLC lost its programming. We have Object Controls scheduled to come down and reset the program. With this issue, we exercised the interconnect in the event it needs to function, and it works as it should.
- We haven't gotten on the schedule for Midco to come out and inspect the towers again next spring.

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.

Ion Stear
Certified Operator/Manager

DMR Copy of Record

Permit #: IL0023451
Major: No
Permitted Feature: 001 External Outfall
Facility: POPLAR GROVE - NORTH WWTP, VILLAGE OF
 205 EDSON RD
 POPLAR GROVE, IL 61065
Discharge: 001-0 STP OUTFALL
Facility Location: POPLAR GROVE, VILLAGE OF
 200 NORTH HILL STREET
 POPLAR GROVE, IL 61065
DMR Due Date: 11/25/23
Status: NetDMR Validated

Principal Executive Officer: Ion Stear
Telephone: 815-224-1650
Monitoring Period: From 10/01/23 to 10/31/23
Considerations for Form Completion:

BOW ID: W0070150007; DMF LOAD LIMITS DISPLAYED MONITORING LOCATION "1" IS FOR MONTHLY AVERAGE AND DAILY MAXIMUM MONITORING LOCATION "0" IS FOR WEEKLY AVERAGE.

Code	Parameter Name	Monitoring Location	Segment #	Param. NODI	Sample Permit Req. Value NODI	Qualifier	Value 1	Qualifier	Value 2	Units	Qualifier	Value 3	Qualifier	Value 4	Units	Qualifier	Value 5	Qualifier	Frequency of Analysis	Similarity Type		
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	8.153	>=	6.0	MO	AV	MIN	>=	7.965	AV	4.5	MIN	WK	>=	7.17	AV	19 - mg/L	02DA - 2 Days Every Week	GR - GRAB
00400	pH	1 - Effluent Gross	0	-	7.21	>=	6.0	MINIMUM				8.16		9.0	MAXIMUM					12 - SU	02DA - 2 Days Every Week	GR - GRAB
00530	Solids, total suspended	1 - Effluent Gross	0	-	14.245	<=	125.0	MO	AVG	<=	32.051	26 - lb/d		26 - lb/d						19 - mg/L	02DA - 2 Days Every Week	CP - COMPOS
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	0.534	<=	16.0	MO	AVG	<=	0.897	26 - lb/d		26 - lb/d						19 - mg/L	02DA - 2 Days Every Week	CP - COMPOS
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	0.427	<=	Req Mon MO	AVG	Req Mon DAILY MX	03 - MGD	0.677	Req Mon DAILY MX	03 - MGD	0.677	Req Mon DAILY MX	03 - MGD				19 - mg/L	02DA - 2 Days Every Week	CP - COMPOS
50060	Chlorine, total residual	1 - Effluent Gross	0	-	0.534	<=	16.0	MO	AVG	<=	31.0	DAILY	MX	3.0	DAILY	MX				19 - mg/L	02DA - 2 Days Every Week	CP - COMPOS
74050	Coliform, fecal general	1 - Effluent Gross	0	-	770.0	<=	Req Mon DAILY MX					770.0		Req Mon DAILY MX						13 - #/100mL	0130 - Monthly	GR - GRAB
80062	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	-	5.342	<=	104.0	MO	AVG	<=	7.122	26 - lb/d		206.0	DAILY	MX	26 - lb/d			19 - mg/L	02DA - 2 Days Every Week	CP - COMPOS

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:

Name:

E-Mail:

Date/Time:

Report Last Signed By

User:

Name:

E-Mail:

Date/Time:

ebungamer

Elaine Bungamer

ebungamer@tesinc.com

2023-11-22 13:01 (Time Zone: -06:00)

IONSTEAR

Ion Stear

istear@tesinc.com

2023-11-27 09:28 (Time Zone: -06:00)

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

Permitted Feature: INF Influent Structure
 Discharge: INF-1 INFLUENT MONITORING

Report Dates & Status: From 10/01/23 to 10/31/23
 DMR Due Date: 11/25/23
 Status: NetDMR Validated

Monitoring Period: Considerations for Form Completion
 BOW ID: W0070150007

Principal Executive Officer:
 First Name: Ion
 Last Name: Stear
 Title: Certified Operator
 Telephone: 815-224-1650

No Data Indicator (NODI)
 Form NODI: --

Code	Parameter Name	Measuring Location	Address #	Param. NODI	Sample Permit Req. Value NODI	Qualifier 1 Value 1	Qualifier 1 Units	Qualifier 2 Value 2	Qualifier 2 Units	Qualifier 3 Value 3	Qualifier 3 Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample Permit Req. Value NODI	89.3	19 - mg/L	Req Mon MO AVG	19 - mg/L	0	0	0	02DA - 2 Days Every Week	CP - COMPOS
00550	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample Permit Req. Value NODI	121.6	19 - mg/L	Req Mon MO AVG	19 - mg/L	0	0	0	02DA - 2 Days Every Week	CP - COMPOS
50550	Flow, In conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample Permit Req. Value NODI	0.251	03 - MGD	Req Mon DAILY MX 03 - MGD	0.438	Req Mon MO AVG	0	0	99998 - Continuous	99999 - 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
 POPLAR GROVE, VILLAGE OF

User: ebumgamer
 Name: Elaine Bungamer
 E-Mail: ebumgamer@lestinc.com
 Date/Time: 2023-11-22 13:01 (Time Zone: -06:00)

Report Last Signed By
 User: IONSTEAR
 Name: Ion Stear
 E-Mail: istear@lestinc.com
 Date/Time: 2023-11-27 09:28 (Time Zone: -06:00)

DMR Copy of Record

Permit
 Permit #: IL0071447
 Major: Yes
 Permitted Features: 001 External Outfall
 Report Dates & Status: From 10/01/23 to 10/31/23
 Monitoring Period: 11/25/23
 Considerations for Form Completion: **NeIDMR Validated**
 BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.
 Principal Executive Officer: Ion Stear
 First Name: Ion
 Last Name: Stear
 No Data Indicator (NDD):
 Form NDD: -

Facility: POPLAR GROVE SOUTH STP, VILLAGE OF
 12211 STATE ROUTE 76
 POPLAR GROVE, IL 61065
Facility Location: POPLAR GROVE, VILLAGE OF
 200 S HILL ST
 POPLAR GROVE, IL 61065
Discharge: 001-0 STP OUTFALL
DMR Due Date: 11/25/23
Title: Certified Operator
Telephone: 815-224-1850

Code	Parameter Name	Maintaining Location	Percent	Sample Permit Req. Value NDD	Sample Permit Req. Value NDD	Quality or Loading	Quality or Concentration	Units	Qualifier	Value 1	Qualifier	Value 2	Qualifier	Value 3	Frequency of Analysis	Sample Type
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	-	8.872 = 6.0 MO AV MN	8.15 = 4.5 MN WK AV	=	>=	8.872	=	8.15	=	7.45	03DW - 3 Days Every Week	GR - GRAB
00400	pH	1 - Effluent Gross	0	-	-	7.1 = 6.0 MINIMUM	8.14 = 9.0 MAXIMUM	=	<=	7.1	=	8.14	=	9.0	03DW - 3 Days Every Week	GR - GRAB
00530	Solids, total suspended	1 - Effluent Gross	0	-	-	10.455 = 2500.0 MO AV	27.022 = 500.0 DAILY MX	26 - lb/d	<=	10.455	<=	4.643	=	12.0	03DW - 3 Days Every Week	GR - GRAB
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	-	-	0.263 = 31.0 MO AV	0.869 = 96.0 DAILY MX	26 - lb/d	<=	0.263	<=	0.117	=	0.385	03DW - 3 Days Every Week	CP - COMPOS
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	-	0.457 = 79.0 WKLY AV	0.429 = Req Mon DAILY MX	26 - lb/d	<=	0.457	<=	0.429	=	3.8	03DW - 3 Days Every Week	CP - COMPOS
00655	Phosphorus, total [as P]	1 - Effluent Gross	0	-	-	0.488 = 21.0 MO AV	0.217 = 1.0 MO AV	26 - lb/d	<=	0.488	<=	0.217	=	4.7	03DW - 3 Days Every Week	CP - COMPOS
50050	Flow, In conduit or thru treatment plant	1 - Effluent Gross	0	-	-	0.27 = Req Mon MO AV	0.429 = Req Mon DAILY MX	03 - MGD	<=	0.27	=	0.429	=	0	9899 - Continuous	GR - GRAB
50060	Chlorine, total residual	1 - Effluent Gross	0	-	-	<=	0.05 DAILY MX	19 - mg/L	<=	<=	0.05	=	9 - Conditional Monitoring - Not Required This Period	0	CLUC - Chlorination/Occurrences	GR - GRAB

Sample	Permit	Reg	Value	Unit	Frequency	Sample Type
74055 Coliform, fecal general	0	-			190.0	CP - COMPOS
80082 BOD, carbonaceous [5 day, 20 C]	0	-			400.0 DAILY MX	CP - COMPOS

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

POPULAR GROVE, VILLAGE OF

User: ebumgamer

Name: Elaine Bumgarner

E-Mail: ebumgamer@estinc.com

Date/Time: 2023-11-22 13:20 (Time Zone: -06:00)

Report Last Signed By

User: IONSTEAR

Name: Ion Stear

E-Mail: istear@estinc.com

Date/Time: 2023-11-27 09:28 (Time Zone: -06:00)

DMR Copy of Record

Permit	IL0071447	Permittee:	POPLAR GROVE, VILLAGE OF	Facility:	POPLAR GROVE SOUTH STP, VILLAGE OF
Major:	Yes	Permittee Address:	200 S HILL ST POPLAR GROVE, IL 61065	Facility Location:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065
Permitted Feature:	INF Influent Structure	Discharge:	INF-L INFLUENT MONITORING	Status:	NotDMR Validated
Report Dates & Status	From 10/01/23 to 10/31/23	DMR Due Date:	11/25/23	Telephone:	815-224-1650
Monitoring Period:	From 10/01/23 to 10/31/23	DMR Due Date:	11/25/23	Certified Operator:	
Considerations for Form Completion		DMR Due Date:	11/25/23		
BOW ID: W0070150006		Title:			
Principal/Executive Officer	Ion Stear				
Last Name:	Ion Stear				
No Data Indicator (NOD)					
Form NOD:					

Code	Parameter Name	Monitoring Location	Excess or Excess NOD	Sample Permit Req Value NOD	Sample Permit Req Value NOD	Qualifier 1	Value 1	Qualifier 2	Value 2	Quantity or Loading	Qualifier 3	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	--	<	75.5			Quality or Concentration			19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
							Req Mon MO AVG						19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	--	=	91.286			Req Mon MO AVG			19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
							Req Mon MO AVG						19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
00655	Phosphorus, total [as P]	1 - Effluent Gross	0	--	--	=	5.579			Req Mon MO AVG		13.3	19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
							Req Mon MO AVG						19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
50550	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	--	=	0.126			Req Mon MO AVG		0.214	03 - MGD	0	98999 - Continuous	
							Req Mon MO AVG						03 - MGD	0	98999 - 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
No attachments.

Report Last Saved By
POPLAR GROVE, VILLAGE OF

User:
Name: eburgamer
E-Mail: eburgamer@lestinc.com
Date/Time: 2023-11-22 13:06 (Time Zone -06:00)

Report Last Signed By
User: IONSTEAR
Name: Ion Stear
E-Mail: istear@lestinc.com
Date/Time: 2023-11-27 09:28 (Time Zone -06:00)

**IL0070150
MONTHLY OPERATING REPORT
FOR THE MONTH OF OCT 2023
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	Scale	lbs Used	Scale	lbs Used	
30-Sep		402352	134	10064.2	0	31264.80	6.90	33.50	3.0	14/100	4.00	26.90	0.4	mjh
1-Oct		402486	179	10064.2	0	31271.70	9.10	30.50	3.5	96	8.00	26.50	1.3	mjh
2-Oct		402565	151	10064.2	0	31280.80	7.70	27.00	3.0	88	6.00	25.25	0.3	dh
3-Oct		402816	136	10064.2	0	31288.50	7.00	24.00	3.0	82	6.00	25.00	0.3	dh
4-Oct		402952	149	10064.2	0	31295.50	7.60	21.00	3.0	76	8.00	24.75	0.3	dh
5-Oct		403101	118	10064.2	0	31303.10	6.20	18.00	1.5	2.02	5.00	24.50	0.6	dh
6-Oct		403219	126	10064.2	0	31309.30	6.40	16.50	3.5	1.33	6.00	23.90	0.9	mjh
7-Oct		403345	130	10064.2	0	31315.70	6.80	13.00	2.5	1.34	7.00	23.00	0.1	mjh
8-Oct		403475	141	10064.2	0	31322.50	7.20	10.50	3.0	1.45	6.00	22.90	0.7	mjh
9-Oct		403616	162	10064.2	0	31329.70	8.30	7.50	0.5	1.54	8.00	22.20	0.7	mjh
10-Oct		403778	137	10064.2	0	31338.00	6.90	7.0/160	1.0	0.00	4.00	22/50.50	0.5	dh
11-Oct		403915	126	10064.2	0	31344.90	6.50	159.00	2.0	1.11	6.00	50.00	0.3	dh
12-Oct		404041	129	10064.2	0	31351.40	6.70	157.00	3.0	1.24	4.00	49.75	0.5	dh
13-Oct		404170	129	10064.2	0	31358.10	6.60	154.00	1.0	2.05	3.00	49.25	0.8	dh
14-Oct		404299	125	10064.2	0	31364.70	6.50	153.00	2.6	2.18	7.00	48.50	0.6	mjh
15-Oct		404424	155	10064.2	0	31371.20	7.90	150.40	0.4	2.04	6.00	47.90	0.9	mjh
16-Oct		404579	158	10064.2	0	31379.10	8.10	150.00	2.0	1.13	8.00	47.00	0.5	dh
17-Oct		404737	133	10064.2	0	31387.20	6.80	148.00	1.5	1.11	4.00	46.50	0.5	dh
18-Oct		404870	127	10064.2	0	31394.00	6.50	146.50	1.5	1.28	6.00	46.00	0.8	dh
19-Oct		404997	129	10064.2	0	31400.50	6.70	145.00	2.0	0.91	8.00	45.25	0.5	dh
20-Oct		405126	118	10064.2	0	31407.20	6.00	143.00	0.5	1.21	4.00	44.75	0.3	dh
21-Oct		405244	142	10064.2	0	31413.20	7.30	142.50	1.5	1.34	6.00	44.50	0.5	dh
22-Oct		405386	167	10064.2	0	31420.50	8.50	141.00	1.5	1.20	48	44.00	0.8	dh
23-Oct		405553	112	10064.2	0	31429.00	5.40	139.50	1.5	1.11	6.00	43.25	0.4	dh
24-Oct		405665	149	10064.2	0	31434.40	8.10	138.00	1.5	1.16	36	42.90	0.8	mjh
25-Oct		405814	130	10064.2	0	31442.50	6.60	136.50	1.5	1.20	29	42.10	0.6	mjh
26-Oct		405944	99	10064.2	0	31449.10	5.10	135.00	1.5	1.08	22	41.50	0.5	dh
27-Oct		406043	133	10064.2	0	31454.20	6.90	133.50	1.6	1.12	15/100	41.00	0.5	mjh
28-Oct		406176	148	10064.2	0	31461.10	7.60	131.90	1.7	1.22	96	40.50	0.6	mjh
29-Oct		406324	157	10064.2	0	31468.70	8.10	130.20	2.7	1.69	89	39.90	0.8	mjh
30-Oct		406481	114	10064.2	0	31476.80	5.70	127.50	0.7	1.42	81	39.10	0.2	mjh
31-Oct		406595	163	10064.2	0	31482.50	7.50	126.80	3.0	1.57	76	38.90	0.9	mjh
1-Nov		406758	-406758	10064.2	-10064.2	31490.0	#####	123.8	123.8	1.1	70	38	38.0	mjh
TOT		4243					218			43.18				
AVE		137					7			1.35				
MAX		179					9			2.18				
MIN		99					5			0.00				

SIGNATURE: _____
PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - WEST IL0070350
 FOR THE MONTH OF OCT. 2023 MONTHLY OPERATING REPORT
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

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		Scale	lbs Used
30-Sep		379808	0	8505.35	0	115.80	2.3	2.80	69	3.00	1.55	389.60	1.00	mjh
1-Oct		379875	77	8506.9	1.97	113.50	1.5	2.03	66	2.00	1.23	388.60	2.10	mjh
2-Oct		379952	60	8508.87	1.31	112.00	3.0	1.94	64	2.00	1.01	386.50	0.70	dh
3-Oct		380012	56	8510.18	1.33	109.00	1.0	2.00	62	2.00	1.93	385.80	0.60	dh
4-Oct		380068	57	8511.51	1.35	108.00	3.0	2.00	60	4.00	0.96	385.20	0.80	dh
5-Oct		380125	58	8512.86	1.35	105.00	2.0	2.00	56	1.00	1.86	384.40	0.10	dh
6-Oct		380183	58	8514.21	1.39	103.00	1.1	2.00	55	2.00	1.70	384.30	1.00	mjh
7-Oct		380241	90	8515.6	2.11	101.90	2.4	2.89	53	4.00	1.09	383.30	1.20	mjh
8-Oct		380331	57	8517.71	1.37	99.50	0.0	1.37	49	2.00	1.03	382.10	0.60	mjh
9-Oct		380388	57	8519.08	1.35	98.00	1.0	1.14	47	3.00	1.08	381.50	0.50	mjh
10-Oct		380445	57	8520.43	1.35	97.0/160	1.0	2.00	44	2.00	1.32	381.0/434	1.20	dh
11-Oct		380502	58	8521.78	1.36	158.00	2.0	2.00	42	2.00	2.18	432.80	1.40	dh
12-Oct		380560	56	8523.14	1.04	156.00	3.0	0.94	40	4.00	1.85	431.40	0.90	dh
13-Oct		380616	58	8524.18	1.66	153.00	0.5	2.00	36	1.00	1.10	430.50	0.90	dh
14-Oct		380674	58	8525.84	1.38	152.50	0.7	2.67	35	2.00	1.01	429.60	0.80	mjh
15-Oct		380732	90	8527.22	2.14	151.80	1.8	2.03	33	3.00	0.92	428.80	1.40	mjh
16-Oct		380822	58	8529.36	1.39	150.00	1.0	0.97	30	4.00	0.99	427.40	0.80	dh
17-Oct		380880	57	8530.75	1.4	149.00	1.0	2.17	26	2.00	1.66	426.60	0.90	dh
18-Oct		380937	61	8532.15	1.38	148.00	1.0	1.68	24	2.00	1.54	425.70	1.10	dh
19-Oct		380998	59	8533.53	1.41	147.00	1.0	1.03	22	2.00	2.00	424.60	0.90	dh
20-Oct		381057	29	8534.94	0.7	146.00	0.5	1.02	18/100	2.00	1.31	423.70	0.20	dh
21-Oct		381086	91	8535.64	2.14	145.50	1.5	2.00	98	4.00	1.34	423.50	1.30	dh
22-Oct		381177	57	8537.78	1.37	144.00	1.0	1.08	94	2.00	1.24	422.20	401.00	dh
23-Oct		381234	58	8539.15	1.38	143.00	1.0	1.97	92	2.00	1.39	21.20	-399.10	dh
24-Oct		381292	59	8540.53	1.4	142.00	1.1	2.01	90	2.00	1.41	420.30	1.10	mjh
25-Oct		381351	58	8541.93	1.37	140.90	1.4	1.83	88	4.00	2.10	419.20	1.00	mjh
26-Oct		381409	56	8543.3	1.35	139.50	0.5	2.01	84	5.00	0.94	418.20	1.20	dh
27-Oct		381465	58	8544.65	1.38	139.00	0.2	1.37	79	0.00	1.80	417.00	-0.10	mjh
28-Oct		381523	60	8546.03	1.42	138.80	1.3	1.97	79	3.00	1.59	417.10	0.80	mjh
29-Oct		381583	90	8547.45	2.09	137.50	1.4	1.05	76	4.00	1.04	416.30	1.20	mjh
30-Oct		381673	30	8549.54	0.77	136.10	0.2	1.20	72	2.00	2.01	415.10	0.30	mjh
31-Oct		381703	89	8550.31	2.11	135.90	1.9	1.74	70	3.00	1.22	414.80	1.50	mjh
1-Nov		381792	-381792	8552.42	-8552.42	134.00	134.0	1.56	67	67.00	1.42	413.3	413.30	mjh
TOT			1828					58.47						
AVE			59					1.77						
MAX			91					2.89						
MIN			0					0.94						

SIGNATURE:  Jon Stear
 PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - SOUTH
FOR THE MONTH OF OCT. 2023
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		Scale
30-Sep		600477	58	4355.2	1.1	4758.10	0	96.30	1.8	1.71	70	2.00	360.80	2.40	mjh
1-Oct		600535	105	4356.3	1.4	4758.10	0	94.50	2.5	1.49	68	6.00	358.40	1.20	mjh
2-Oct		600640	87	4357.7	1.3	4758.10	0	92.00	2.0	2.00	62	4.00	357.20	1.80	dh
3-Oct		600727	61	4359	1	4758.10	0	90.00	1.0	1.60	58	4.00	355.40	1.20	dh
4-Oct		600788	59	4360	0.9	4758.10	0	89.00	2.0	2.00	54	4.00	354.20	1.00	dh
5-Oct		600847	61	4360.9	0.9	4758.10	0	87.00	1.1	2.00	50	2.00	353.20	1.00	dh
6-Oct		600905	58	4361.8	0.9	4758.10	0	85.90	1.4	2.00	48	3.00	352.20	0.80	mjh
7-Oct		600963	90	4362.7	1.4	4758.10	0	84.50	1.7	2.56	45	5.00	351.40	1.80	mjh
8-Oct		601053	60	4364.1	0.9	4758.10	0	82.80	1.3	1.26	40	3.00	349.60	1.20	mjh
9-Oct		601113	89	4365	1.4	4758.10	0	81.50	0.5	2.80	37	5.00	348.40	2.00	mjh
10-Oct		601202	88	4366.4	1.4	4758.10	0	81.00/160	1.0	2.00	32	4.00	47.8/451.	0.40	dh
11-Oct		601290	61	4367.8	0.9	4758.10	0	159.00	2.0	0.86	28	4.00	450.20	0.40	dh
12-Oct		601351	61	4368.7	1	4758.10	0	157.00	2.0	1.64	24	4.00	403.20	47.00	dh
13-Oct		601412	60	4369.7	0.9	4758.10	0	155.00	1.0	2.17	22/102	3.00	403.20	0.20	dh
14-Oct		601472	59	4370.6	0.9	4758.10	0	154.00	0.5	1.72	99	4.00	403.20	0.20	mjh
15-Oct		601531	91	4371.5	1.5	4758.10	0	153.50	1.5	1.44	95	5.00	403.00	0.40	mjh
16-Oct		601622	88	4373	1.1	4758.10	0	152.00	2.0	2.00	90	4.00	402.60	0.40	dh
17-Oct		601710	59	4374.1	1.1	4758.10	0	150.00	1.0	1.43	86	2.00	402.20	0.40	dh
18-Oct		601769	61	4375.2	1	4758.10	0	149.00	1.0	2.04	84	4.00	401.80	0.60	dh
19-Oct		601830	61	4376.2	0.9	4758.10	0	148.00	1.0	1.55	80	4.00	401.20	0.40	dh
20-Oct		601891	59	4377.1	0.9	4758.10	0	147.00	1.0	2.16	76	2.00	400.80	0.40	dh
21-Oct		601950	60	4378	1	4758.10	0	146.00	1.0	1.41	74	2.00	400.40	0.40	dh
22-Oct		602010	93	4379	1.4	4758.10	0	145.00	2.5	2.00	72	6.00	400.00	0.40	dh
23-Oct		602103	60	4380.4	1	4758.10	0	142.50	1.6	2.00	66	2.00	399.60	0.60	dh
24-Oct		602163	58	4381.4	0.9	4758.10	0	140.90	1.0	2.30	64	3.00	399.00	0.60	mjh
25-Oct		602221	58	4382.3	0.9	4758.10	0	139.90	0.9	2.00	61	3.00	398.40	0.40	mjh
26-Oct		602279	58	4383.2	0.9	4758.10	0	139.00	1.0	1.11	58	3.00	398.00	0.20	dh
27-Oct		602337	1	4384.1	0	4758.10	0	138.00	0.0	1.55	55	0.00	397.80	0.00	mjh
28-Oct		602338	45	4384.1	0.6	4758.10	0	138.00	0.5	1.31	55	2.00	397.80	0.20	mjh
29-Oct		602383	148	4384.7	2.4	4758.10	0	137.50	2.7	1.08	53	7.00	397.60	0.80	mjh
30-Oct		602531	62	4387.1	1	4758.10	0	134.80	1.0	1.56	46	4.00	396.80	0.20	mjh
31-Oct		602593	91	4388.1	1.3	4758.10	0	133.80	1.3	2.00	42	4.00	396.60	0.60	mjh
1-Nov		602684	-602684	4389.4	-4389.4	4758.10	-4758.1	132.50	132.5	1.45	38	38.00	396.00	396.00	mjh
TOT			2119				0			58.20					
AVE			68				0			1.76					
MAX			148				0			2.80					
MIN			1				0			0.86					

SIGNATURE:  Ion Stear
 PHONE: 815-224-1650

DAILY DISTRIBUTION MONITORING REPORT

**VILLAGE OF POPLAR GROVE
FOR THE MONTH OF OCT. 2023
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 ₂	Total Cl ₂	PO ₄	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Operator Initials	Slope Standard	Well #2	Well #3	Well #4	Well #5-6
1																		
2	tower	1.88		1.8	tower	1.21		1.47	tower	1.78		1.36	dh		1.30	0.51	2.30	
3	village	0.86		1.65	garage	1.71		0.78	tower	1.33		1.66	dh		1.20	0.76	3.70	
4	school	2.06		1.48	gas	1.01		0.82	gc	0.37		1.26	dh		1.10	0.81	1.50	
5	F.H	0.91		2.12	tower	1.27		0.97	tower	1.89		1.18			1.00	0.89	2.20	
6	school	2.19		1.89	oaklawn	0.98		1.02	gc	1.74		0.61	mjh		1.30	0.95	2.90	
7															1.00	0.91	2.40	
8															1.40	0.57	2.00	
9	F.H	1.07		1.36	gas	0.96		0.73	gc	0.67		1.68	mjh		1.30	0.71	2.20	
10	school	0.67		1.75	tower	1.48		1.32	tower	0.87		1.32	dh		0.99	0.60	3.00	
11	village	0.74		1.72	garage	1.16		1.43	gc	0.58		1.22	dh		1.10	1.10	0.32	
12	tower	1.18		1.07	tower	1.23		0.74	tower	1.18		1.89	dh		0.77	1.20	0.68	
13	school	1.88		0.59	gas	0.8		1.14	tower	1.14		1.46	dh		1.00	0.98	0.58	
14															0.87	2.20	0.52	
15															0.87	2.20	0.79	
16	village	0.83		1.64	garage	1.28		1.41	gc	0.68		0.95	dh		1.10	0.61	1.40	
17	F.H	0.67		2	tower	0.91		1.58	tower	0.97		1.16	dh		1.00	0.82	0.49	
18	school	0.94		0.82	gas	0.76		0.84	gc	0.74		1.03	dh		1.10	0.80	1.10	
19	tower	0.95		1.14	tower	1.01		1.9	tower	0.89		1.84	dh		0.93	0.61	1.20	
20	village	1.07		1.35	garage	0.89		1.39	gc	0.74		1.3	dh		1.00	0.61	0.68	
21															1.10	1.10	0.29	
22															0.86	0.62	1.10	
23	tower	1.07		1.51	tower	0.87		1.34	tower	0.76		1.28	dh		1.40	1.10	1.10	
24	school	1.8		1.89	gas	1.01		1.41	gc	0.9		1.37	mjh		1.30	0.97	0.98	
25	tower	1.2		1.65	garage	1.11		1.56	tower	1.01		1.42	mjh		0.97	0.95	0.96	
26	village	0.95		2.28	oak lawn	0.78		1.58	tower	1.27		1.46	dh		0.94	0.78	0.94	
27	shool	1.45		1.78	gas	1.2		1.37	gc	1.11		1.62	mjh		0.91	0.70	0.69	
28															1.00	0.88	0.20	
29															0.86	0.91	0.19	
30	village	1.02		1.45	tower	1.42		1.97	gc	1.27		1.65	mjh		0.98	0.95	0.55	
31	school	1.47		1.02	gas	1.01		1.82	tower	0.99		1.56	mjh		0.63	1.40	0.98	
1	school	1.01		1.32	oaklawn	0.91		1.32	gc	0.81		1.08	mjh					

Signature:  Jon Stear
PHONE: 815-224-1650

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT (“Settlement Agreement”) is made and entered into this 15 day of December, 2023, by and between the VILLAGE OF POPLAR GROVE, an Illinois Municipal Corporation (the “Village”) and MIDFIRST BANK, a Federally Chartered Savings Association (“Defendant”).

WITNESSETH

WHEREAS, the Village commenced an action in Administrative Hearing, pursuant to Village Ordinance establishing a Code Enforcement Division before a Code Enforcement Hearing Officer in which the Village alleged that Defendant violated Village Ordinances relating to the property located at 201 S. State Street in Poplar Grove, Illinois which is owned by the Defendant. Specifically, the Hearing Officer found that the Defendant violated I.P.M.C.304.2, 304.6, 304.7, and 304.15 and continued to violate said ordinances up through the date of hearing. The Village further alleged that Defendant was liable for fines as a result of said code violations and sought enforcement and the Hearing Officer entered a Findings, Decision and Order at the close of the hearing in the amount of \$108,600.00; and

WHEREAS, Defendant denied the Village’s allegations; and

WHEREAS, Defendant appealed said Findings, Decision and Order in the 17th Judicial Circuit Court in Case No. 2023 MR 11; and

WHEREAS, the Court held that the decision of the Hearing Officer was affirmed in its entirety, including a judgment for fines and costs in the amount of \$108,600.00.

WHEREAS, the Defendant is willing to remediate the code violations by demolishing the structure located at 201 S. State Street, Poplar Grove, Illinois; and

WHEREAS, the parties desire and intend to resolve their differences between them by this Settlement Agreement.

NOW THEREFORE, in exchange for the mutual promises and covenants provided for in this agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by and between the parties, the Village and Defendant, agree to the following:

1. The recital paragraphs above are incorporated herein and made a part of this Agreement.
2. Within ten (10) business days of execution by both parties of this Settlement Agreement, Defendant agrees to pay the Village \$25,000.00 to satisfy any and all outstanding claims by the Village (the “Settlement Payment”).

3. Defendant agrees to apply for all required permits for demolition of all structures located at 201 S. State Street from the Village within 20 days of the Village's execution of this Settlement Agreement and will proceed with demolishing all structures located at 201 S. State Street within 120 days of receiving all required permits from the Village, at the Defendant's expense, in accordance with Village Ordinances.
4. Defendant will present a demolition plan at the time of permitting for review and approval by the Village staff, which plan shall include steps for asbestos remediation, if required.
5. Defendant agrees to maintain 201 S. State Street in compliance with Village Ordinances, including, but not limited to tall grass and weeds regulations.
6. Upon receipt of the Settlement Payment and satisfactory completion of demolition of the structure(s) located at 201 S. State Street the Village will release any lien(s), judgment(s), lawsuit(s), and or claim(s) that it has related to 201 S. State Street or Defendant in Poplar Grove, Illinois The Village will record a release of judgment and releases of all other Village liens.
7. The parties agree and represent that no promises or agreements not herein expressed have been made between the parties, and that this Settlement Agreement contains the entire agreement between the parties hereto, and that the terms of this Settlement Agreement are contractual in nature, and not a mere recital.
8. The dismissal of the pending action shall in no way be construed as having any collateral estoppel, res judicata, or law of the case effect which would prevent in any way the Village from enforcing the terms of the Settlement Agreement. In addition, the Village shall in no way be prohibited from bringing suit alleging new violations of the Village Code of Ordinances or property standards violations.
9. This Settlement Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Illinois. In the event of litigation between the parties arising out of or related to the performance or non-performance of any obligation of any party to this Settlement Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs incurred. This document can be signed in counterparts and facsimile or copies of the signatures shall be treated as original signatures.

The remainder of this page is intentionally blank, all signatures for the Settlement Agreement appear on the next page

I HAVE READ THIS SETTLEMENT AGREEMENT AND FULLY UNDERSTAND IT.

Signed and sealed by me on December 15, 2023.

Village of Poplar Grove, Illinois,

By: _____
Its Authorized Representative

MidFirst Bank

By: **J.C. King**  Digitally signed by J.C. King
Date: 2023.12.15 10:42:47 -06'00'
_____ Its Authorized Representative

ORDINANCE NO. 2023-25**AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS REGARDING
THE ILLINOIS PAID LEAVE FOR ALL WORKERS ACT**

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

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

WHEREAS, the Village of Poplar Grove is a non-home rule Illinois municipality; and

WHEREAS, the Illinois General Assembly passed and the Governor of Illinois signed into law the Paid Leave for All Workers Act, 820 ILCS 192/1 *et seq.* (the “Act”); and

WHEREAS, effective January 1, 2024, the Act will apply to all Illinois employers, including municipalities, unless the employer is subject to an existing municipal or county ordinance that requires the municipality, as an employer, to provide any form of paid leave to their employees or unless a specific exemption applies; and

WHEREAS, the State of Illinois did not make the necessary appropriations or include statutory language exempting the Act from the Illinois State Mandates Act (30 ILCS 805/1 *et seq.*); and

WHEREAS, the Village finds it is in the public interest to clearly define the minimum requirements regarding paid leave which apply to the Village; and

WHEREAS, the Village desires to continue to adhere to their existing paid leave policies for its employees as outlined by a collective bargaining agreements or outlined in the Village’s Employee Handbook or otherwise; and

WHEREAS, the Village Board finds that adopting the existing paid leave policies by ordinance is in the best interest of the Village and its citizens.

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

1. The foregoing recitals are incorporated herein and made a part hereof as findings of fact as if said recitals were fully set forth herein.
2. Pursuant to Section 15(p) of the Act, the Village of Poplar Grove adopts its current paid leave policy for all Village employees as set forth in the Village’s Code of

Ordinances, Employee Handbook, and any collective bargaining agreements to which the Village is a party and all other binding legislative actions governing paid leave adopted by the Village Board of the Village of Poplar Grove as the same may be amended from time to time. However, in no event shall the Village as an employer provide any employee less than one (1) hour of paid leave for every forty (40) hours actually worked.

- 3. If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.
- 4. All other ordinances, resolutions, and policies, or parts thereof, of the Village shall remain in effect as previously enacted except that those ordinances, resolutions and policies or parts thereof, in conflict are hereby repealed to the extent of such conflict.
- 5. The Village Clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

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

VILLAGE PRESIDENT

RESOLUTION NUMBER: 2023-32

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
AUTHORIZING KRISTI RICHARDSON AS CHAIRPERSON OF THE FINANCE AND
PUBLIC WORKS COMMITTEE TO PERFORM NECESSARY VILLAGE BANKING
FUNCTIONS**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) maintains a banking account at Solutions Bank (“Solutions Account”); and

WHEREAS, Kristi Richardson has recently been elected as Village Trustee and currently serves as Chairperson of the Finance and Public Works Committee; and

WHEREAS, as a part of performing the duties and functions of Village Trustee and Chairperson of the Finance and Public Works Committee, Kristi Richardson should be an authorized signatory for the Solutions Account and authorized to perform banking transactions on behalf of the Village for the Solutions Account; and

WHEREAS, the Village currently maintains a banking account with Byron Bank (“Byron Account”); and

WHEREAS, as a part of performing the duties and functions of Village Trustee and Chairperson of the Finance and Public Works Committee, Kristi Richardson be authorized as an authorized signatory for the Bryon Account, be authorized to execute such documents necessary to effectuate transfers between the Byron Account and the Solutions Account, and be authorized to perform banking transactions on behalf of the Village for the Bryon Account; and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to authorize Kristi Richardson as Chairperson of the Finance and Public Works Committee to perform necessary Village banking functions.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby authorizes Kristi Richardson as Chairperson of the Finance and Public Works Committee to perform the necessary banking functions as outlined in the recitals.
3. The Village President and Village Clerk are authorized to sign and attest any and necessary documents to effectuate the foregoing.

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

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

Bruce A. Moore

Poplar Grove, IL



Professional Experience: Operations Manager, Johnson Controls/Adient, Sycamore, IL, 1983-2019 Tuscaloosa, AL, Shreveport, LA, Toluca, Mexico, Toledo, OH

- Lean Manufacturing
- Just-in-Time (JIT) Production
- Team Building/Training
- Regulatory Compliance- Policy/Procedure Implementation

Sycamore – Assisted in negotiations with the UAW for four different contracts. Oversaw floor operations and managed four direct reports and 135 non-exempt employees for seating manufacturer Reviewed production schedule, defined daily manning requirements. Maintained compliance with critical safety and quality standards. Implemented program to reduce scrap by 40%.

Shreveport - Responsible for organizing and control of manufacturing functions and processes of the plant to ensure the manufacture of quality parts in the most cost efficient manner possible; thus ensuring continued profitability. Also to Manage the GM/UAW work force in a Johnson Controls environment including 2 Shifts, 2 Superintendents, 10 Supervisors and 190 employees. Hired and trained over 200 employees in a six month period. To provide tools and resources to all of the production staff to comply with the Local and National UAW agreement and still have Johnson Controls Vision in mind.

Personal

Married 33 years, Father of 7, Grandfather to 17
Umpire Youth Baseball – Bossier City, LA and Belvidere/Poplar Grove, IL,
Trained Umpires – Umpired the Dixie Ball and Little League, Umpired State Championship, LA
Volunteer Coach Little League Baseball, Soccer, Football

I believe that the community deserves honesty and integrity in their civic leaders. .

RESOLUTION NO: 2023-22

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE APPOINTING AN INDIVIDUAL TO FILL A VACANCY IN THE PLANNING AND ZONING COMMISSION

WHEREAS, the Village of Poplar Grove (“Village”) has established a Planning and Zoning Commission to assume jurisdiction of all matters assigned to the Zoning Board of Appeals, the Planning Commission, or the Zoning Committee; and

WHEREAS, the Village has the authority to appoint members to the Planning and Zoning Commission; and

WHEREAS, the Planning and Zoning Commission is to consist of seven (7) members to serve respectively for the following terms: one member for one (1) year, one member for two (2) years, one member for three (3) years, one member for four (4) years, one member for five (5) years, one member for six (6) years, and one member for seven (7) years, the successor to each member so appointed to serve for a term of five (5) years; and

WHEREAS, pursuant to Section 8-3-3, entitled “Terms of Office; Vacancies; Removal,” vacancies on the Planning and Zoning Commission shall be filled for the unexpired term of the member whose place has become vacant; and

WHEREAS, the members of the Planning and Zoning Commission are to be appointed by the Village President, subject to the advice and consent of the Village Board of Trustees; and

WHEREAS, Jason Vodnansky was appointed to serve as a member of the Planning and Zoning Commission for the remainder of a five (5) year term, set to expire on April 30, 2022; and

WHEREAS, since April 30, 2022, Mr. Vodnansky has been serving in a hold over capacity pending re-appointment or appointment of a new member to the Commission; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Austin Scott Davies to serve the remainder of the term as a member on the Planning and Zoning Commission which shall expire on April 30, 2027 in lieu of reappointing Jason Vodnansky; and

WHEREAS, the Village Board of Trustees finds it to be in the best interest of the Village to make such appointments to best serve the public.

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

Section 1. Recitals. The recitals set forth above are incorporated herein as part of this Resolution.

Section 2. Appointment of Commissioners.

- a. Austin Scott Davies is hereby appointed to serve as a member of the Planning and Zoning Commission of the Village of Poplar Grove for a term set to expire on April 30, 2027, to replace the expired term of Jason Vodnansky.

Section 3. Effective Date. This Resolution shall be in full force and effective immediately upon its passage and approval.

Section 4. Severability. In the event that any section, clause, provision, or part of this Resolution shall be found and determined to be invalid by a court of competent jurisdiction, all valid parts that are severable from the invalid parts shall remain in full force and effect.

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

 VILLAGE PRESIDENT

ATTEST:

 VILLAGE CLERK