



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, November 16, 2022 - 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 October 19, 2022 Board of Trustee Meeting

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

DEPARTMENT REPORTS

- [2.](#) Clerk, Karri Anderberg
- [3.](#) Public Works, David Howe
- [4.](#) Treasurer, Carina Boyd
- [5.](#) Waste Water, Test INC
- [6.](#) Engineer, McMahon
7. Code & Permit, B&F

NEW BUSINESS

8. Discuss/approve **Ordinance 2022-15** an ordinance of the Village of Poplar Grove, Illinois amending title 5- health and sanitation of the village's code of ordinances

- [9.](#) Discussion on **Ordinance 2022-19** 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, 2022, and ending on April 30, 2023, for the Village of Poplar Grove, Boone County, Illinois
10. Discussion on possible changes to the employee handbook
- [11.](#) Discuss/approve **Resolution 2022-40** a resolution of the Village of Poplar Grove authorize public bid letting for a new public works building
- [12.](#) Discuss/approve **Resolution 2022-41** a resolution of the Village of Poplar Grove, Illinois approving the risk management proposal from Illinois Counties Risk Management Trust
- [13.](#) Discuss/approve **Resolution 2022-42** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with MDC Environmental services for residential and commercial waste disposal
- [14.](#) Discuss/approve **Resolution 2022-43** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute sewer connection agreement with concept development partners
15. Motion to discuss/approve check disbursement for payments scheduled to be paid prior to November 30, 2022, in the amount of \$363,983.19 in AP checks, \$13,621.73 in insurance expense checks, and \$8,944.84 EFTS for a total of \$386,549.76
- [16.](#) Discussion on President Don Sattler's veto of **Resolution 2022-39**

GOOD OF THE VILLAGE

Tree Lighting - November 19, 2022 4pm - 6pm

Village Hall Closed November 24th-25th for Thanksgiving

Village Board of Trustee meeting December 14, 2022- 7:00 PM

Village Board of Trustee Meeting December 21, 2022 - 7:00pm

Village Hall Closed for Christmas December 23-26, 2022, 2022

Village Hall Closed for New Years December 30, 2022-January 02, 2023

EXECUTIVE SESSION

17. Motion to go into executive session
 - Collective Bargaining— 5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees and
 - Personnel— 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or

specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.

Executive Session Minutes Review – 5 ILCS 120/2(c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

18. Discuss/approve review of Executive Session Minutes dated April 20, 2022
19. Discuss/approve release of Executive Session minutes dated April 20, 2022 following a finding that a need for confidentiality no longer exists and to forward the recording of the executive session of April 20, 2022 to Village President Don Sattler and the Sheriff and States Attorney per the request of the Village President.

ADJOURNMENT (Voice Vote)

KJA 11/14/2022



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Wednesday, October 19, 2022 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

President Donald Sattler

Finance Chairman Eric Miller

Admin Chairman Ron Quimby via phone

Trustee Jeff Goings

Trustee Dan Cheek

Trustee Betsy Straw

Clerk Karri Anderberg

Treasurer Carina Boyd

Engineer Chris Dopkins

Attorney Clayton Zamuido

ABSENT

Trustee Ed Wethington

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

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

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

APPROVAL OF AGENDA (Voice Vote)

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

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Village Board minutes from September 21, 2022

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

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

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

President Sattler gave an update on 216 North State Street

DEPARTMENT REPORTS

2. Clerk, Karri Anderberg
no questions
3. Treasurer, Carina Boyd
no questions
4. Public Works, David Howe
no questions
5. Wastewater, Test
no questions
6. Code and Permit, B&F
no questions
7. Engineer, McMahon
no questions
8. Attorney, Sosnowski Szeto
Update on 216 North State Street code violation
no questions

NEW BUSINESS

9. Discussion on **Ordinance 2022-15** an ordinance of the Village of Poplar Grove, Illinois amending title 5- health and sanitation of the village's code of ordinances
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Clayton Zamudio and Village Board discussed the vacant properties and changing the ordinance to increase the fine for not mowing and changing the ordinance from 7 inches to 5 inches.

- Trustee Miller would like to see a step system for a fine plus the cost of staff time.
10. Discuss responses to Request for Proposals for Garbage/Recycling Services for Residential and Commercial Properties in the Village of Poplar Grove and Approve selection of contractor to begin contract negotiations
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Trustees asked questions and went over the RFP for Garbage. Some Trustees have more questions for the 2 companies. Trustees are to email Attorney Roxanne and she will take them to the 2 companies.
Motion made by Finance Chairman Miller, Seconded by Trustee Goings to table the item November 9th, 2022.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
 11. Motion to discuss/approve a renewal of the lease for Kelly Kolec for the village-owned real property commonly known as 100 South State Street
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
Trustee Miller explained the lease renewal and that the board needs to make a decision weather or not to renew the lease.
Some Trustee would like to see the rent raised. Trustees agreed to \$400.00 rent and \$75.00 in escrow for the taxes
 12. Motion to discuss/approve check disbursement for payments scheduled to be paid prior to October 31, 2022, in the amount of \$138,838.63 in AP checks, \$12,702.88 in insurance expense checks, and \$8,944.84 EFTS for a total of \$159,240.69
Motion made by Finance Chairman Miller, Seconded by Trustee Goings.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Cheek, Trustee Straw
 13. Discussion on President Sattler's veto of **Resolution 2022-38**
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
President Sattler presented his veto
David Allgood - would like to see the president represent the whole village not just 44 people.

GOOD OF THE VILLAGE

Planning and Zoning October 26, 2022 6:00pm

Trick or Treating October 31, 2022 4:00pm-7:00pm

Board Training November 1, 2022 6:00 pm

Board of Trustees November 9, 2022 7:00pm

Board of Trustees November 16, 2022 7:00pm

Tree Lighting November 19, 2022 4:00pm-6:00 pm

Village Hall Closed for Thanksgiving November 24-25

ADJOURNMENT (Voice Vote)

KJA 10/17/2022

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

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

Meeting Adjourned at 8:35pm



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October 2022

Clerk Monthly Report

General

In the month of October, the Clerk's office went down to the annual clerk's conference.

FOIA

We had 2 FOIA for the month of October

1. Robin- Connie Description of requested public records: Issued building permits for both commercial and residential with a value of 100,000.00 and up. This request would like all information pertaining to these such as contractor name and addresses, property number, owner of said property, subdivision name and lot number if residential, residential demo permits. I would prefer this report by email. I am disclosing that this request is for commercial purposes.
2. Tim Donohue – Job Application for President Donald Sattler's son for the public works position.

PERMITS

For the month of October, we had 30 residential permits. Please look at your schedules for a date when we can have a meeting on when is a permit not required. I would like to get something on the website by the first of year. Seth and I have finished a new version of "When is a permit not required". I find it easier to read and it was taken from a non-home rule community

CODE

For the month of October, we sent out 4 NOV. 2 have come into compliance and 2 will need to go to court in December.



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Public Works Report, October 2022

- Staff finished up fall hydrant flushing.
- Finished up mowing for the year, including a final cut along main roads and drainage areas.
- Serviced all equipment.
- Prepped all trucks and equipment for winter work, including installing wings, plows, augers, and spinners. Tested and fixed any malfunctioning equipment.
- Took our 2022 Plow truck to Monroe to swap out plow and wing for a full trip edge system. This was the original equipment we ordered with the truck, but had been on back order. This truck is now completed and the withheld balance to Lakeside can be paid.
- Zach obtained his CDL, Jake is continuing working towards his.
- Hired a 4th crew member, Ian Carlson – he has proven to be a seamless fit into the crew.
- Started the process of winterizing and storing all summer equipment.
- Shouldered sections of main roads – this will be an ongoing process as it has been neglected in previous years.
- Continued inspections for new home builds in the Olson Woods neighborhood.
- Fall cleanup of hall landscaping.
- Installed new hand dryers in the outside bathrooms. We were having problems with paper towel waste, so installing these will resolve that.
- Cleaned up and reorganized shop for winter.
- I have continued classes at UW – this month proved to be a busy one for them, as I completed the majority during the month. As it stands right now, I have four classes remaining with one left for this year. I am still awaiting the schedule for next year, but in talking with the program director, two of the classes I need to complete the program may not be available in 2023.
- Park St sanitary repairs were completed, and the pavement patches were done last week (11/9).
- Went through the entire village and trimmed up ROW tree canopies.
- Restored damaged ROW areas for Ironwood repairs and Park St repairs.
- Took our Kubota M5-111 to Johnson Tractor in Harvard for repairs. The tractor had a major fuel leak and ac leak. Unfortunately, after looking over the tractor, these repairs proved to be too extensive to do in house. We do not have the proper equipment to diagnosed and repair these types of leaks and, because of the location, we do not have the shop space or manpower to tear down the entire motor to do the repair. The final bill on these repairs will be around 7200, but

it will also address some future wear and tear items for the tractor. We are tentatively looking to have the tractor back the first week of December

- Rush Power sent over results of our generator PMs as well as quote for the maintenance. After reviewing the recommended maintenance, this is something we decided to keep in house and will be taking care of on and off the next few weeks.
- The playground equipment for the future Mansfield Park was officially ordered. There has been posts on Facebook circulating the specific equipment and color combination we purchased.

As always, if anyone has any questions or concerns, please reach out to me. In the coming weeks we will have quite a bit of focus on the weather and everything that comes with it. At this point in time, I feel pretty good about our prep work. That being said it will definitely be an adjustment this season with a new staff. It will take some getting used to, but I have confidence in our guys to make a smooth transition. We do have some outstanding ROW and drainage projects that will be worked on off and on the next month or two. We also will spend sometime prepping for the Village tree lighting.

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OCTOBER 2022 TREASURER'S REPORT

Monthly Reports:

Attached you will find October's financial reports.

Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in October.
- Invoices scheduled to be paid in the month of November: \$363,983.19 in AP checks, \$13,621.73 in Insurance Expense checks, and \$8,944.84 in EFTS. Grand Total: \$386,549.76.
- Financial statements for the month of October are attached.

Ongoing Activities

- The tax levy will be on the November board agenda.

Carina

11/14/2022

CHECK REGISTER

CHECK DATE FROM 10/01/2022 - 10/31/2022

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
10/03/2022	OPER	27630	PR BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	11,804.48
10/03/2022	OPER	27631	PR DENTAL/VISION	HUMANA INSURANCE COMPANY	786.40
10/03/2022	OPER	27632	PR NCPERS	NCPERS	112.00
10/07/2022	OPER	27633	AP 0371	ABBY PEST ELIMINATION LLC	270.00
10/07/2022	OPER	27634	AP 0006	ADT COMMERCIAL LLC	185.22
10/07/2022	OPER	27635	AP 0338	AMAZON.COM	816.05
10/07/2022	OPER	27636	AP 0334	ANDERBERG, KARRI	242.18
10/07/2022	OPER	27637	AP 0356	B&F CONSTRUCTION CODE SERVICE, INC.	2,600.00
10/07/2022	OPER	27638	AP 0361	BLAIN'S FARM & FLEET	1,166.87
10/07/2022	OPER	27639	AP 0051	BOBCAT OF ROCKFORD	225.00
10/07/2022	OPER	27640	AP 0078	CARD SERVICE CENTER	3,710.11
10/07/2022	OPER	27641	AP 0098	CINTAS CORPORATION #355	227.52
10/07/2022	OPER	27642	AP 0594	CIVICPLUS	4,650.00
10/07/2022	OPER	27643	AP 0278	COMED	15,543.42
10/07/2022	OPER	27644	AP 0347	CORE & MAIN LP	5,090.28
10/07/2022	OPER	27645	AP MISC	ED WETHINGTON	136.85
10/07/2022	OPER	27646	AP 0353	ERIC MILLER	248.95
10/07/2022	OPER	27647	AP 0097	FOX VALLEY INTERNET, INC.	54.90
10/07/2022	OPER	27648	AP 0096	FRONTIER	883.63
10/07/2022	OPER	27649	AP 0424	GO TO COMMUNICATIONS INC	309.04
10/07/2022	OPER	27650	AP 0109	HAWKINS, INC.	2,026.70
10/07/2022	OPER	27651	AP 0110	HEARTLAND BANK & TRUST COMPANY	47,198.75
10/07/2022	OPER	27652	AP 0364	HOME DEPOT CREDIT SERVICES	220.08
10/07/2022	OPER	27653	AP 0159	MCMAHON ASSOCIATES, INC.	11,289.25
10/07/2022	OPER	27654	AP 0163	MEDIACOM	269.89
10/07/2022	OPER	27655	AP 0165	MENARDS	279.52
10/07/2022	OPER	27656	AP 0329	MR. GOODWATER	99.00
10/07/2022	OPER	27657	AP 0186	NICOR GAS	794.47
10/07/2022	OPER	27658	AP 0318	O'REILLY AUTO PARTS	264.68
10/07/2022	OPER	27659	AP 0489	P.C. TECH 2 U	200.00
10/07/2022	OPER	27660	AP 0211	PITNEY BOWES INC.	1,400.73
10/07/2022	OPER	27661	AP 0225	R.J. DANIELS FUEL & TIRE	16.04
10/07/2022	OPER	27662	AP 0220	ROCKFORD BUSINESS SYSTEMS, INC	108.19
10/07/2022	OPER	27663	AP 0408	SABEL MECHANICAL LLC.	2,301.00
10/07/2022	OPER	27664	AP 0598	SOCIETY CARPET CLEANERS	890.35
10/07/2022	OPER	27665	AP 0217	SOLUTIONS BANK	57.61
10/07/2022	OPER	27666	AP 0319	SOSNOWSKI SZETO, LLP	10,663.00
10/07/2022	OPER	27667	AP 0355	TEST INC.	18,107.25
10/07/2022	OPER	27668	AP 0259	TWIN TOWERS INC.	398.75
10/07/2022	OPER	27669	AP 0261	U.S. CELLULAR	230.24
10/07/2022	OPER	27670	AP 0333	UNITED SANITATION SERVICES, INC.	300.00
10/07/2022	OPER	27671	AP 0597	VERIZON	185.52
10/07/2022	OPER	27672	AP 0270	WELCH BROS BELVIDERE, INC.	180.00
10/07/2022	OPER	27673	AP 0429	WEX BANK - MARATHON FLEET CARD	1,943.75
10/07/2022	OPER	27674	AP 0268	WILLIAM CHARLES CONSTRUCTION, LLC	1,808.18
10/07/2022	OPER	Various	PR PR	PAYROLL	28,414.29
10/07/2022	OPER	EFT509(E)	PR IRS	INTERNAL REVENUE SERVICE	7,186.84
10/07/2022	OPER	EFT510(E)	PR STATE OF IL	STATE OF ILLINOIS	1,260.60
10/14/2022	OPER	27675	AP 0599	FREEPOINT ENERGY SOLUTIONS	1,235.86
10/14/2022	OPER	27676	AP 0053	NAPA AUTO PARTS	1,008.47
10/14/2022	OPER	27677	AP 0318	O'REILLY AUTO PARTS	1.33

11/14/2022

CHECK REGISTER
CHECK DATE FROM 10/01/2022 - 10/31/2022

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
10/20/2022	OPER	27679	AP 0570	WHOLESALE-CARABINERS.COM	211.00
10/20/2022	OPER	112(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11
10/20/2022	OPER	113(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	4,691.70
10/20/2022	OPER	114(E)	AP 0217	SOLUTIONS BANK	2,001.03
10/21/2022	OPER	Various	PR PR	PAYROLL	12,671.30
10/21/2022	OPER	EFT511(E)	PR IRS	INTERNAL REVENUE SERVICE	3,807.02
10/21/2022	OPER	EFT512(E)	PR STATE OF IL	STATE OF ILLINOIS	750.39
10/21/2022	OPER	27678	PR UNION DUES	I.U.O.E. LOCAL 150	301.46
10/21/2022	OPER	EFT513(E)	PR IMRF	IMRF	3,883.68
10/21/2022	OPER	EFT514(E)	PR IL DIR EMPLOY	ILLINOIS DIRECTOR OF EMPLOYMENT SEC	1,848.41
Total of 87 Checks:					221,821.34
Less 0 Void Checks:					0.00
Total of 87 Disbursements:					221,821.34

Period Ending 10/31/2022

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	MOTOR FUEL	FUND 20 FUEL FUND WATER	FUND 31 SEWER FUN DEBT SERVICE	FUND 32 FUND GOV FUNDS	FUND 90 CAPITAL	Total
Net of Revenues Vs Expenditures		516,026		(55,147)	426,899	615	(24,992)	
Ending Fund Balance		2,645,474		593,615	8,368,073	29,841	857,774	
Total Liabilities And Fund Balance		3,350,350		594,106	12,211,186	233,092	897,627	

Calculations as of 10/31/2022

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND WATER & SEWER FU	FUND 31 MOTOR FUEL FUND DEBT SERVICE FUN	FUND 20 GOV FUNDS CAPITA	FUND 90	Total
REVENUES						
00-3010	PROPERTY TAXES - CORPORATE	236,052				236,052
00-3011	PROPERTY TAXES - ROAD & BRIDGE	81,727				81,727
00-3012	PROPERTY TAXES - AUDIT	14,679				14,679
00-3013	PROPERTY TAXES - LIABILITY INSURA	20,554				20,554
00-3014	PROPERTY TAXES - SOCIAL SECURITY	19,571				19,571
00-3100	STATE INCOME TAXES	453,689				453,689
00-3101	STATE USE TAXES	46,406				46,406
00-3102	STATE TELECOMMUNICATIONS TAX	10,351				10,351
00-3103	STATE SALES TAXES	117,902				117,902
00-3104	STATE VIDEO GAMING TAX	42,441				42,441
00-3105	REPLACEMENT TAX	5,802				5,802
00-3106	STATE LOCAL SHARE OF CANNABIS USE	2,647				2,647
00-3120	MOTOR FUEL TAX			86,050		86,050
00-3130	LOCAL RDS & STS REBUILD IL			55,173		55,173
00-3200	MUNICIPAL UTILITY TAX - ELECTRICI	62,444				62,444
00-3201	MUNICIPAL UTILITY TAX - NATURAL G	30,120				30,120
00-3205	MUNICIPAL TAX MEDIACOM/COMCAST	9,778				9,778
00-3300	CODE VIOLATION FEES	2,400				2,400
00-3301	FILING FEES	550				550
00-3400	BUILDING PERMIT FEES	62,397				62,397
00-3401	VIDEO GAMING LICENSES	1,500				1,500
00-3403	OTHER LICENSE FEES	250				250
00-3405	TRUCK PERMITS	2,000				2,000
00-3406	LIQUOR LICENSES	20,000				20,000
00-3408	TOBACCO LICENSE FEES	170				170
00-3500	RENTS RECEIVED	13,075				13,075
00-3600	WATER & SEWER SALES		834,549			834,549
00-3601	WATER / SEWER PENALTIES		12,066			12,066
00-3602	WATER & SEWER CONNECTION FEES		11,500			11,500
00-3603	BULK WATER SALES		476			476
00-3604	METER & MXU SALES		4,040			4,040
00-3605	TURN ON/OFF WATER FEES		6,625			6,625
00-3700	FEDERAL GRANT REVENUE	347,288				347,288
00-3800	MISCELLANEOUS INCOME	579	21,793			22,372
00-3801	DONATIONS/CONTRIBUTIONS	(100)				(100)
00-3900	INTEREST	14,898	3,497			18,395
00-5010	TRANSFERS IN - FROM GENERAL FUND			2,629	4,422	7,051
TOTAL REVENUES		1,619,170	894,546	143,852	244,422	3,119,108
EXPENDITURES						
00-4232	MFT ENGINEERING SERVICES			11,579		11,579
00-4240	PROFESSIONAL SERVICES			715		715
00-4409	ROAD CONSTRUCTION			186,705		186,705
50-4000	SALARIES	109,035				109,035
50-4100	SOCIAL SECURITY - EMPLOYER	6,458				6,458
50-4101	MEDICARE - EMPLOYER	1,510				1,510
50-4102	WORKERS COMPENSATION INSURANCE	8,634				8,634
50-4103	UNEMPLOYMENT COMPENSATION	894				894
50-4104	IMRF EMPLOYER	5,431				5,431
50-4105	LIFE INSURANCE - EMPLOYER	269				269
50-4106	HEALTH INSURANCE EXPENSE	22,220				22,220
50-4200	GENERAL INSURANCE	32,784				32,784
50-4202	TELEPHONE & INTERNET SERVICES	4,614				4,614
4203	WEB SITE MAINTENANCE	4,650				4,650
TOTAL EXPENDITURES				11,579		11,579
Item 4.				186,705		186,705

Calculations as of 10/31/2022

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND WATER & SEWER FU	FUND 31 MOTOR FUEL FUND DEBT SERVICE FUN	FUND 20 GOV FUNDS CAPITA	FUND 90	Total
EXPENDITURES						
50-4205	TRAVEL/MEALS/LODGING	2,226				2,226
50-4206	SECURITY SYSTEM	1,291				1,291
50-4207	TRAINING	1,280				1,280
50-4208	POSTAGE	800				800
50-4209	PUBLICATION COST	1,385				1,385
50-4211	AUDITING SERVICES	15,930				15,930
50-4212	ENGINEERING SERVICES	11,776				11,776
50-4213	LEGAL SERVICES	43,887				43,887
50-4214	OFFICE SYSTEM SUPPORT	12,734				12,734
50-4217	PROFESSIONAL DUES	170				170
50-4219	CUSTODIAL SERVICES	2,208				2,208
50-4223	IT SERVICES	3,309				3,309
50-4240	PROFESSIONAL SERVICES	3,089				3,089
50-4270	BOND AGENT FEE	500				500
50-4300	OFFICE SUPPLIES	2,175	293			2,468
50-4302	MAINTENANCE SUPPLIES	1,594				1,594
50-4302	OPERATING SUPPLIES	684				684
50-4412	CIP GENERAL ADMINISTRATION				4,986	4,986
50-4500	MISCELLANEOUS EXPENSE	10				10
50-4503	BAD DEBT EXPENSE		(423)			(423)
50-4752	INTEREST ON BONDS/NOTES	351				351
50-4801	DEBT PAYMENT - PRINCIPAL 2015B			190,000		190,000
50-4811	INTEREST EXPENSE 2015B			26,503		26,503
50-4813	INTEREST - SERIES 2012A		555			555
50-4814	INTEREST - SERIES 2012B		11,906			11,906
50-4815	INTEREST - SERIES 2015		34,738			34,738
52-4000	SALARIES	27,865				27,865
52-4010	SALARIES - OVERTIME	280				280
52-4100	SOCIAL SECURITY - EMPLOYER	1,620				1,620
52-4101	MEDICARE - EMPLOYER	379				379
52-4102	WORKERS COMPENSATION INSURANCE	166				166
52-4103	UNEMPLOYMENT COMPENSATION	738				738
52-4104	IMRF EMPLOYER	1,708				1,708
52-4105	LIFE INSURANCE - EMPLOYER	92				92
52-4106	HEALTH INSURANCE	9,198				9,198
52-4225	LANDSCAPING PARKS	3,071				3,071
52-4304	MAINTENANCE SUPPLIES	2,069				2,069
52-4440	PARKS EQUIPMENT	210				210
52-4441	CIP PARKS MAINTENANCE				20,291	20,291
52-4442	CIP PARKS IMPROVEMENTS				40,256	40,256
53-4000	SALARIES	24,645				24,645
53-4010	SALARIES - OVERTIME	280				280
53-4080	STREETS UNIFORM ALLOWANCE	2,485				2,485
53-4100	SOCIAL SECURITY - EMPLOYER	1,420				1,420
53-4101	MEDICARE - EMPLOYER	332				332
53-4102	WORKERS COMPENSATION INSURANCE	166				166
53-4103	UNEMPLOYMENT COMPENSATION	492				492
53-4104	IMRF - EMPLOYER	1,707				1,707
53-4105	LIFE INSURANCE - EMPLOYER	92				92
53-4106	HEALTH INSURANCE	9,214				9,214
53-4107	UNIFORM CLEANING SERVICES	682				682
53-4202	TELEPHONE & INTERNET SERVICES	1,164				1,164
53-4205	TRAVEL/MEALS/LODGING	460				460
53-4207	TRAINING	1,983				1,983
53-4226	VEHICLE MAINTENANCE	4,464				4,464

Item 4.

Calculations as of 10/31/2022

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 31 WATER & SEWER FU	FUND 20 MOTOR FUEL FUND	FUND 32 DEBT SERVICE	FUND 90 CAPITA	Total
EXPENDITURES							
53-4227	EQUIPMENT MAINTENANCE	6,484					6,484
53-4228	MAINTENANCE	3,203					3,203
53-4229	SNOW PLOW MAINTENANCE	1,808					1,808
53-4230	STREET LIGHTING SERVICES	19,361					19,361
53-4240	PROFESSIONAL SERVICES	3,859					3,859
53-4301	MAINTENANCE SUPPLIES	5,099					5,099
53-4302	OPERATING SUPPLIES	6,458					6,458
53-4303	GASOLINE AND OIL	13,434					13,434
53-4304	SALT PURCHASES	1,592					1,592
53-4407	CAPITAL OUTLAY - VEHICLES & EQUIP	45,923					45,923
53-4409	CAPITAL OUTLAY - ROAD CONSTRUCTIO	68					68
53-4461	CIP STREETS EQUIPMENT					48,023	48,023
53-4462	CIP STREETS MAINTENANCE					36,061	36,061
53-4463	CIP STREETS STORM SEWER					119,797	119,797
53-4500	MISCELLANEOUS EXPENSE	925					925
53-4811	INTEREST EXPENSE	3,744					3,744
55-4209	PUBLICATION COST	317					317
55-4212	ENGINEERING	16,684					16,684
55-4213	LEGAL	24,727					24,727
55-4215	CONTRACT INSPECTION SERVICES	28,597					28,597
55-4216	CONTRACT CODE ENFORCEMENT	5,379					5,379
55-4237	PLANNING SERVICES	6,650					6,650
55-4240	PROFESSIONAL SERVICES	19,423					19,423
55-4302	OPERATING SUPPLIES	3,078					3,078
57-4000	SALARIES	12,571					12,571
57-4100	SOCIAL SECURITY - EMPLOYER	745					745
57-4101	MEDICARE - EMPLOYER	174					174
57-4103	UNEMPLOYMENT COMPENSATION	145					145
57-4104	IMRF EMPLOYER	387					387
57-4105	LIFE INSURANCE - EMPLOYER	19					19
57-4106	HEALTH INSURANCE	2,555					2,555
57-4202	TELEPHONE & INTERNET SERVICES	361					361
57-4205	TRAVEL/MEALS/LODGING	3,904					3,904
57-4207	TRAINING	1,240					1,240
57-4213	LEGAL	2,560					2,560
57-4214	OFFICE SYSTEM SUPPORT	4,728					4,728
57-4217	DUES	365					365
57-4223	IT SERVICES	1,194					1,194
68-4202	TELEPHONE & INTERNET SERVICES		1,403				1,403
68-4204	UTILITIES		10,022				10,022
68-4236	WATER &SEWER CONTRACT LABOR		26,000				26,000
68-4302	OPERATING SUPPLIES		2,364				2,364
68-4305	UTILITY SYSTEM CHEMICALS		4,708				4,708
68-4310	IEPA REQUIRED TESTING		3,771				3,771
70-4000	SALARIES		24,647				24,647
70-4010	SALARIES - OVERTIME		279				279
70-4100	SOCIAL SECURITY - EMPLOYER		1,420				1,420
70-4101	MEDICARE - EMPLOYER		332				332
70-4102	WORKERS COMPENSATION INSURANCE		166				166
70-4103	UNEMPLOYMENT COMPENSATION		492				492
70-4104	IMRF EMPLOYER		1,707				1,707
70-4105	LIFE INSURANCE - EMPLOYER		92				92
70-4106	HEALTH INSURANCE		9,198				9,198
70-4208	POSTAGE		2,832				2,832
4214	OFFICE SYSTEM SUPPORT		1,068				1,068

Item 4.

Calculations as of 10/31/2022

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND WATER & SEWER FU	FUND 31 MOTOR FUEL FUND DEBT SERVICE	FUND 20 FUNDS CAPITA	FUND 32 FUNDS CAPITA	FUND 90 FUNDS CAPITA	Total
EXPENDITURES							
70-4240	PROFESSIONAL SERVICES	11,375					11,375
70-4301	MAINTENANCE SUPPLIES	5,892					5,892
70-4302	OPERATING SUPPLIES	1,505					1,505
70-4306	METER & MXU PURCHASES	4,663					4,663
70-4500	MISCELLANEOUS	1,500					1,500
75-4000	SALARIES	24,643					24,643
75-4010	SALARIES - OVERTIME	279					279
75-4100	SOCIAL SECURITY - EMPLOYER	1,420					1,420
75-4101	MEDICARE - EMPLOYER	332					332
75-4102	WORKERS COMPENSATION INSURANCE	166					166
75-4103	UNEMPLOYMENT COMPENSATION	492					492
75-4104	IMRF EMPLOYER	1,707					1,707
75-4105	LIFE INSURANCE - EMPLOYER	92					92
75-4106	HEALTH INSURANCE	9,197					9,197
75-4204	UTILITIES	5,976					5,976
75-4208	POSTAGE	2,800					2,800
75-4214	OFFICE SYSTEM SUPPORT	1,728					1,728
75-4232	ENGINEERING	250					250
75-4236	WATER &SEWER CONTRACT LABOR	15,600					15,600
75-4240	PROFESSIONAL SERVICES	6,504					6,504
75-4301	MAINTENANCE SUPPLIES	3,079					3,079
75-4302	OPERATING SUPPLIES	13,534					13,534
75-4305	UTILITY SYSTEM CHEMICALS	184					184
75-4312	GENERATOR MAINTENANCE	2,151					2,151
75-4411	EQUIPMENT	2,195					2,195
75-4930	CAPITAL OUTLAY	61,683					61,683
77-4202	TELEPHONE & INTERNET SERVICES	1,491					1,491
77-4204	UTILITIES	10,643					10,643
77-4223	IT SERVICES	200					200
77-4236	WATER &SEWER CONTRACT LABOR	31,200					31,200
77-4240	PROFESSIONAL SERVICES	6,093					6,093
77-4301	MAINTENANCE SUPPLIES	1,180					1,180
77-4307	NPDS PERMIT	7,500					7,500
79-4202	TELEPHONE & INTERNET SERVICES	531					531
79-4204	UTILITIES	22,494					22,494
79-4236	WATER &SEWER CONTRACT LABOR	31,200					31,200
79-4301	MAINTENANCE SUPPLIES	4,777					4,777
79-4302	OPERATING SUPPLIES	115					115
79-4305	UTILITY SYSTEM CHEMICALS	13,309					13,309
79-4307	NPDS PERMIT	15,000					15,000
99-6032	TRANSFER TO DEBT SERVICE	216,503					216,503
99-6050	TRANSFER TO GOV FUNDS CIP FUND	240,000					240,000
TOTAL EXPENDITURES		1,103,144	467,647	198,999	216,503	269,414	2,255,707
NET OF REVENUES & EXPENDITURES							
		516,026	426,899	(55,147)	615	(24,992)	

November 3, 2022

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

2323 Fourth Street
P.O. Box 483
Peru, Illinois 61354
815-224-1650
800-659-4659
FAX 815-224-1688

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 2022 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:

- All heaters and checks have been done and set up for winter operation.
- Cleaned all grease and rags off floats and transducers.
- Waiting on a time for Collins to come and do the yearly cleaning.

North WWTP:

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Have made all the changes throughout the facility for winter operation.
- We have been having issues with the calibration on the PH probe, so we ordered a new one. The old one was about 2 years old.
- Cleaned duck weed off EQ tank with evergreen septic.
- Diagnosed issue with sand filter power...found a bad fuse.
- We have started to use chlorine tablets to control duck weed. Because of this, we are also using dechlorination tablets.
- Decanted digesters.
- Tested all emergency wash stations and portable generators.

South WWTP:

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Changed valve on the Alum pipe.
- Pulled a wasting pump because it faulted, because of rags. We cleaned the rags out, but the clog has done damage and the electric motor on the pump will have to be rebuilt.
- Changed oil in air compressor and made sure the air system is ready for winter.
- We also prepped the building and equipment for winter operation.
- Cleaned sand filter room.
- Tested all emergency wash stations.
- Decanted digesters.
- Sent sludge to drying beds.

Water System:

- Cleaned well houses.
- Changed water tower levers for winter operation.
- Changed pens in water towers level chart recorded.
- Checked all heaters to make sure they are working and turned on.
- 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.
Ion Stear
Certified Operator/Manager

Report Last Signed By

User:

Name:

E-Mail:

Date/Time:

IONSTEAR

Ion Stear

istear@teslinc.com

2022-10-26 16:33 (Time Zone: -05:00)

DMR Copy of Record

Permit Permit #: IL0023451 Major: No		Permittee: POPLAR GROVE, VILLAGE OF PO BOX 1 POPLAR GROVE, IL 61065		Facility Location: POPLAR GROVE - NORTH WWTP, VILLAGE OF 205 EDSON RD POPLAR GROVE, IL 61065	
Permitted Feature: INF Influent Structure		Discharge: INF-L INFILTRANT MONITORING		Status: Not DMR Validated	
Report Dates & Status Monitoring Period: From 09/01/22 to 09/30/22 Considerations for Form Completion BOW ID: W0070150007		DMR Due Date: 10/25/22		Telephone: 815-224-1650	
Principal Executive Officer: First Name: Ion Last Name: Stear No Data Indicator (NODI) Form NODI:		Title: Certified Operator		DMR Due Date: 10/25/22	

Code	Parameter Name	Monitoring Location	Session & Permit NODI	Sample Period Value NODI	Qualifier 1 Value 1	Qualifier 2 Value 2	Qualifier 3 Value 3	Units	Quality of Concentration	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	-				19 - mg/L	52.875	0	02DA - 2 Days Every Week	CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	-				19 - mg/L	77.75	0	02DA - 2 Days Every Week	CP - COMPOS
50050	Flow, In conduit or thru treatment plant	G - Raw Sewage Influent	0	-				03 - MGD	1.432	0	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
 POPLAR GROVE, VILLAGE OF

User:
 ebungamer
 Elaine Bungamer
 ebungamer@estinc.com
 2022-10-25 08:58 (Time Zone: -05:00)

Date/Time:
 2022-10-25 08:58 (Time Zone: -05:00)

Report Last Signed By
 IONSTEAR
 Ion Stear
 istear@estinc.com
 2022-10-26 16:33 (Time Zone: -05:00)

Date/Time:
 2022-10-26 16:33 (Time Zone: -05:00)

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	Facility Location:	12211 STATE ROUTE 78
Permitted Features:	001	Discharge:	001-0		POPLAR GROVE, IL 61065
	External Outfall		STP OUTFALL		
Report Dates & Status		DMR Due Date:	10/25/22	Status:	NetDMR Validated
Monitoring Period:	From 09/01/22 to 09/30/22				
Considerations for Form Completion					
BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.					
Principal Executive Officer		Certified Operator		Telephone:	815-224-1650
First Name:	Ion	Title:			
Last Name:	Stear				
No Data Indicator (NODI)	—				
Form NODI:					

Code	Parameter Name	Monitoring Location	Subsidiary #	Permit NODI	Quality or Loading	Quality or Concentration	# of Ea	Frequency of Analysis	Sample Type
Qualifier	Value 1	Qualifier	Value 2	Qualifier	Value 3	Qualifier	Value 4	Units	
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
00400	pH	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
00530	Solids, total suspended	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
00610	Nitrogen, ammonia total [as N]	8 - Other Treatment, Process Complete	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
00655	Phosphorus, total [as P]	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB
50060	Chlorine, total residual	1 - Effluent Gross	0	—	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI			GR - GRAB

74055	Coliform, fecal general	1 - Effluent Gross	0	--	400.0 DAILY MX	13 - #/100mL	0	03DW - 3 Days Every Week	GR - GRAB
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	2.0	19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS
					20.0 DAILY MX	19 - mg/L	0	03DW - 3 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

POPLAR 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

2022-10-25 08:55 (Time Zone: -05:00)

IONSTEAR

Ion Stear

istear@tesinc.com

2022-10-26 16:33 (Time Zone: -05:00)

DMR Copy of Record

Permit #: Major:		IL0071447 Yes		Permittee Address: Discharge:		POPLAR GROVE, VILLAGE OF 200 S HILL ST POPLAR GROVE, IL 61065 INF-L INFLUENT MONITORING		Facility Location: POPLAR GROVE SOUTH STP, VILLAGE OF 12211 STATE ROUTE 76 POPLAR GROVE, IL 61065	
Report Dates & Status Monitoring Period:		From 09/01/22 to 09/30/22		DMR Due Date:		10/25/22		Status: Not DMR Validated	
Considerations for Form Completion BOW ID: W0070150006									
Principal Executive Officer First Name:		Ion		Title:		Certified Operator		Telephone:	
Last Name:		Stear						815-224-1650	
No Data Indicator (NOD)									
Form NOD:		---							
Code	Parameter Name	Monitoring Location	Season	Param. NOD	Sample Permit Req. Value NOD	Sample Permit Req. Value NOD	Quantity or Loading	Quality or Concentration	Frequency of Analysis
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--					03DW - 3 Days Every Week CP - COMPOS 03DW - 3 Days Every Week CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	--					03DW - 3 Days Every Week CP - COMPOS 03DW - 3 Days Every Week CP - COMPOS
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--					03DW - 3 Days Every Week CP - COMPOS 03DW - 3 Days Every Week CP - COMPOS
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--					99999 - 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 No attachments.									
Report Last Saved By POPLAR GROVE, VILLAGE OF									
User: Name: Elaine Bumgarner E-Mail: ebumgarner@testing.com Date/Time: 2022-10-25 08:55 (Time Zone: -05:00)									
Report Last Signed By User: IONSTEAR Name: Ion Stear E-Mail: istear@testing.com Date/Time: 2022-10-26 16:33 (Time Zone: -05:00)									

VILLAGE OF POPLAR GROVE - WEST
 FOR THE MONTH OF September 2022
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

IL0070350

MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 4		Chlorine Feed		Free		Phosphate Feed		Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Scale	lbs Used	Scale	lbs Used	Scale	lbs Used	Scale	lbs Used	
31-Aug	06:35	352669		7879.93		143.00				90		416.80		KL
1-Sep	06:40	352734	66	7881.42	1.51	141.00	2.0	2.20		89	1.00	414.60	2.00	KL
2-Sep	06:45	352800	65	7882.93	1.5	139.00	1.0	2.20		88	6.00	412.60	2.00	KL
3-Sep	07:35	352865	67	7884.43	1.48	138.00	3.0	2.20		82	2.00	410.60	1.90	KL
4-Sep	07:30	352932	65	7885.91	1.56	135.00	2.0	2.00		80	2.00	408.70	2.00	KL
5-Sep	08:00	352997	95	7887.47	2.16	133.00	3.0	1.90		78	1.00	406.70	2.60	JH
6-Sep	07:05	353092	89	7889.63	2.06	130.00	2.0	2.09		77	1.00	404.10	2.50	KL
7-Sep	07:05	353181	68	7891.69	1.56	128.00	2.0	1.90		76	1.00	401.60	1.90	KL
8-Sep	06:40	353249	129	7893.25	2.99	126.00	0.0	1.32		75	3.00	399.70	3.30	KL
9-Sep	06:35	353378	93	7896.24	1.76	124.00	1.0	1.05		72	4.00	396.40	2.70	KL
10-Sep	08:00	353471	94	7898	2	121.00	2.0	1.31		68	4.00	393.70	2.50	JH
11-Sep	08:00	353565	68	7900	2.11	119.00	1.0	1.11		64	4.00	391.20	1.70	JH
12-Sep	06:50	353633	45	7902.11	1.02	118.00	0.0	0.99		60	2.00	389.50	1.50	KL
13-Sep	06:35	353678	67	7903.13	1.55	118.00	1.0	2.09		58	2.00	388.00	1.30	KL
14-Sep	06:40	353745	67	7904.68	1.5	117.00	2.0	1.67		56	4.00	386.70	1.90	KL
15-Sep	06:55	353812	66	7906.18	1.51	115.00	1.0	1.24		52	2.00	384.80	-0.30	KL
16-Sep	06:55	353878	66	7907.69	1.49	114.00	2.0	1.33		50	2.00	385.10	3.70	KL
17-Sep	06:55	353944	65	7909.18	1.5	112.00	0.0	1.91		48	2.00	381.40	1.80	KL
18-Sep	07:00	354009	66	7910.68	1.46	112.00	1.0	1.73		46	2.00	379.60	1.50	KL
19-Sep	06:50	354075	69	7912.14	1.61	111.00	2.0	1.60		44*100	2.00	378.10	1.50	KL
20-Sep	06:50	354144	66	7913.75	1.5	109.00	1.0	1.73		98	2.00	376.60	2.00	KL
21-Sep	07:00	354210	65	7915.25	1.54	108.00	2.0	1.83		96	4.00	374.60	1.00	KL
22-Sep	06:45	354275	65	7916.79	1.45	106.00	1.0	1.84		92	2.00	373.60	1.50	KL
23-Sep	06:40	354340	65	7918.24	1.46	105.00	2.0	1.84		90	2.00	372.10	1.80	KL
24-Sep	08:00	354405	67	7919.7	1.3	103.00	1.0	1.76		88	2.00	370.30	1.70	JH
25-Sep	08:00	354472	66	7921	1.73	102.00	1.0	1.40		86	2.00	368.60	1.30	JH
26-Sep	07:05	354538	68	7922.73	1.59	101.00	1.0	0.88		84	2.00	367.30	1.30	KL
27-Sep	06:40	354606	67	7924.32	1.54	100.00	1.0	2.10		82	2.00	366.00	1.50	KL
28-Sep	06:40	354673	68	7925.86	1.62	99.00	1.0	2.13		80	2.00	364.50	1.40	KL
29-Sep	06:38	354741	67	7927.48	1.47	98.00	1.0	2.11		78	0.00	363.10	1.50	KL
30-Sep	08:00	354808	65	7928.95	1.5	97.00	1.0	2.02		78	2.00	361.60	1.20	KL
1-Oct	07:15	354873		7930.45		96.00		1.64		76		360.40		KL
TOT			2139					53.12						
AVE			71					1.71						
MAX			129					2.20						
MIN			45					0.88						

SIGNATURE:
 PHONE: 815-224-1650

Ion Slear

Item 5.

VILLAGE OF POPLAR GROVE - SOUTH
FOR THE MONTH OF September 2022
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		Free	Phosphate Feed		PO4 mg/L		Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used		Scale	lbs Used			Scale	lbs Used	
31-Aug	07:20	566549		3828.4		4757.60		147.00	2.0		90				440.40		KL
1-Sep	07:55	566635	83	3829.8	1.3	4757.60	0	145.00	1.0	1.85	88	7.00	1.09		437.80	2.40	KL
2-Sep	07:40	566718	85	3831.1	1.3	4757.60	0	144.00	2.0	1.28	81	1.00	1.33		435.40	2.20	KL
3-Sep	07:55	566803	86	3832.4	1.3	4757.60	0	142.00	1.0	1.48	80	3.00	1.14		433.20	2.20	KL
4-Sep	08:00	566889	105	3833.7	1.7	4757.60	0	141.00	1.0	1.18	77	7.00	1.54		431.00	2.60	KL
5-Sep	08:00	566994	104	3835.4	1.6	4757.60	0	140.00	1.0	0.88	70	9.00	1.61		428.40	2.60	JH
6-Sep	07:40	567098	69	3837	1.1	4757.60	0	139.00	1.0	1.06	61	1.00	1.22		425.80	1.80	KL
7-Sep	07:55	567167	106	3838.1	1.7	4757.60	0	138.00	1.0	1.10	60	3.00	1.05		424.00	2.80	KL
8-Sep	07:30	567273	102	3839.8	1.6	4757.60	0	137.00	1.0	1.49	57	7.00	1.57		421.20	2.60	KL
9-Sep	07:30	567375	110	3841.4	1.6	4757.60	0	136.00	3.0	1.75	50	6.00	1.49		418.60	2.60	KL
10-Sep	08:00	567485	68	3843	1.2	4757.60	0	133.00	1.0	1.44	44	4.00	1.35		416.00	1.20	JH
11-Sep	08:00	567553	88	3844.2	1.3	4757.60	0	132.00	1.0	0.99	40	6.00	1.19		414.80	1.80	JH
12-Sep	07:30	567641	68	3845.5	1.1	4757.60	0	131.00	2.0	2.06	34*100	2.00	1.28		413.00	1.40	KL
13-Sep	07:50	567709	70	3846.6	1.1	4757.60	0	129.00	1.0	1.85	98	2.00	1.18		411.60	1.80	KL
14-Sep	07:30	567779	69	3847.7	1.1	4757.60	0	128.00	1.0	1.30	96	4.00	1.20		409.80	1.60	KL
15-Sep	07:45	567848	86	3848.8	1.3	4757.60	0	127.00	1.0	1.73	92	4.00	1.33		408.20	2.00	KL
16-Sep	08:30	567934	68	3850.1	1.1	4757.60	0	126.00	2.0	1.59	88	4.00	1.32		406.20	1.40	KL
17-Sep	07:15	568002	70	3851.2	1.1	4757.60	0	124.00	1.0	1.57	84	2.00	1.16		404.80	1.60	KL
18-Sep	06:40	568072	105	3852.3	1.6	4757.60	0	123.00	1.0	2.10	82	4.00	1.13		403.20	2.40	KL
19-Sep	07:35	568177	99	3853.9	1.5	4757.60	0	122.00	2.0	1.55	78	8.00	0.94		400.80	2.20	KL
20-Sep	07:30	568276	73	3855.4	1.2	4757.60	0	120.00	1.0	1.74	70	2.00	1.47		398.60	1.40	KL
21-Sep	08:00	568349	87	3856.6	1.4	4757.60	0	119.00	2.0	1.47	68	6.00	1.13		397.20	2.00	KL
22-Sep	07:35	568436	87	3858	1.3	4757.60	0	117.00	1.0	1.11	62	4.00	1.80		395.20	1.80	KL
23-Sep	07:30	568523	68	3859.3	1.1	4757.60	0	116.00	2.0	1.32	58	4.00	1.17		393.40	1.60	KL
24-Sep	08:00	568591	86	3860.4	1.6	4757.60	0	114.00	1.0	1.40	54	4.00	1.25		391.80	2.00	JH
25-Sep	08:00	568677	89	3862	1.1	4757.60	0	113.00	1.0	1.29	50	6.00	1.17		389.80	1.80	JH
26-Sep	07:45	568766	70	3863.1	1.1	4757.60	0	112.00	2.0	1.35	44*100	2.00	1.30		388.00	1.60	KL
27-Sep	07:10	568836	68	3864.2	1	4757.60	0	110.00	0.0	1.14	98	4.00	1.10		386.40	1.40	KL
28-Sep	07:15	568904	87	3865.2	1.4	4757.60	0	110.00	2.0	2.04	94	4.00	1.78		385.00	2.00	KL
29-Sep	07:20	568991	87	3866.6	1.3	4757.60	0	108.00	1.0	1.22	90	4.00	2.05		383.00	2.20	KL
30-Sep	08:50	569078	69	3867.9	1.1	4757.60	0	107.00	2.0	1.21	86	4.00	1.80		380.80	1.40	KL
1-Oct	07:40	569147		3869		4757.60		105.00		1.25	82	82.00	1.49		379.40		KL
TOT			2512				0			44.79							
AVE			84				0			1.44							
MAX			110				0			2.10							
MIN			68				0			0.88							

SIGNATURE: _____ Ion Stear
PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - NORTH
FOR THE MONTH OF September 2022
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

IL0070150
MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 2		Hour Meter Well 3		Chlorine Feed		Free	Phosphate Feed		Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	Lbs Used		Scale	Lbs Used	Scale	Lbs Used	
31-Aug	06:20	34050738.7		10063.5		28166.40		136.00			57*100		45.00		KL
1-Sep	06:20	340690827.6	156629	10063.5	0	28173.30	7.80	133.00	3.0	1.89	98	7.00	44.75	0.75	KL
2-Sep	06:30	340847456.6	143675.6	10063.5	0	28181.10	7.20	130.00	4.0	1.69	91	3.00	44.00	0.25	KL
3-Sep	07:25	340991132.2	122338.6	10063.5	0	28188.30	6.10	126.00	2.0	2.12	88	8.00	43.75	0.75	KL
4-Sep	07:20	341113470.8	172176.2	10063.5	0	28194.40	7.60	124.00	4.0	1.75	80	6.00	43.00	1	KL
5-Sep	08:00	341285647	141688.7	10063.5	0	28202.00	8.00	120.00	2.0	1.01	74	5.00	42.00	1	JH
6-Sep	06:30	341427335.7	138585.8	10063.5	0	28210.00	7.00	118.00	3.0	1.81	69	7.00	41.00	0.75	KL
7-Sep	06:40	341565921.5	134596.3	10063.5	0	28217.00	6.60	115.00	3.0	2.00	62	4.00	40.25	0.25	KL
8-Sep	06:30	341700517.8	160529.9	10063.5	0	28223.60	8.00	112.00	3.0	2.20	58	8.00	40.00	0.25	KL
9-Sep	06:15	341861047.7	159172.3	10063.5	0	28231.60	7.90	109.00	2.0	1.65	50	6.00	39.75	0.75	KL
10-Sep	08:00	342020220	167403.2	10063.5	0	28239.50	8.50	107.00	4.0	1.59	44	6.00	39.00	1	JH
11-Sep	08:00	342187623	144302.2	10063.5	0	28248.00	7.10	103.00	1.0	1.49	38	8.00	38.00	0	JH
12-Sep	06:25	342331925.2	117985.2	10063.5	0	28255.10	5.80	102.00	2.0	1.37	30*100	4.00	38.00	0.25	KL
13-Sep	06:15	342449910.4	132600.1	10063.5	0	28260.90	6.50	100.00	3.0	1.46	96	6.00	37.75	0.75	KL
14-Sep	06:30	342582510.5	133924.7	10063.5	0	28267.40	6.60	97.00	2.0	1.54	90	4.00	37.00	0.25	KL
15-Sep	06:35	342716435.2	168545	10063.5	0	28274.00	8.30	95.00	2.0	1.67	86	6.00	36.75	0.75	KL
16-Sep	06:40	342884980.2	121552.1	10063.5	0	28282.30	6.00	93.00	1.0	2.15	80	6.00	36.00	0.25	KL
17-Sep	06:40	343006532.3	148141.1	10063.5	0	28288.30	7.20	92.00	3.0	1.43	74	6.00	35.75	0	KL
18-Sep	07:15	343154673.4	179419.7	10063.5	0	28295.50	8.90	89.00	3.0	1.90	68	8.00	35.75	0	KL
19-Sep	06:35	343334093.1	140408	10063.5	0	28304.40	6.90	86.00	3.0	1.63	60	6.00	35.75	0.75	KL
20-Sep	06:35	343474501.1	147953.4	10063.5	0	28311.30	7.20	83.00	3.0	1.74	54	4.00	35.00	1	KL
21-Sep	06:40	343622454.5	119769.4	10063.5	0	28318.50	6.00	80.00	4.0	1.65	50	6.00	34.00	0.25	KL
22-Sep	06:35	343742223.9	127491.4	10063.5	0	28324.50	6.30	76.00	0.0	1.36	44*100	4.00	33.75	0.75	KL
23-Sep	06:20	343869715.3	147100.7	10063.5	0	28330.80	7.20	76.00	3.0	1.43	96	4.00	33.00	0	KL
24-Sep	08:00	344016816	119887	10063.5	0	28338.00	6.00	73.00	2.0	1.29	92	6.00	33.00	0	JH
25-Sep	08:00	344136703	137025.3	10063.5	0	28344.00	6.70	71.00	1.0	1.20	86	6.00	33.00	1	JH
26-Sep	06:45	344273728.3	129911.8	10063.5	0	28350.70	6.50	70.00	2.0	1.45	80	6.00	32.00	1	KL
27-Sep	06:20	344403640.1	139231	10063.5	0	28357.20	6.90	68.00	2.0	1.72	74	4.00	31.00	0	KL
28-Sep	06:25	344542871.1	133169.1	10063.5	0	28364.10	6.60	66.00	2.0	1.81	70	6.00	31.00	0	KL
29-Sep	06:25	344676040.2	165186.9	10063.5	0	28370.70	8.20	64.00	4.0	1.47	64	6.00	31.00	0.75	KL
30-Sep	07:45	344841227.1	120788.8	10063.5	0	28378.90	6.00	60.00	2.0	1.22	58	4.00	30.25	0.25	KL
1-Oct	07:05	344962015.9		10063.5		28384.90		58.00		1.57	54		30.00		KL
TOT			4271188				212			50.26					
AVE			142373				7			1.62					
MAX			179420				9			2.20					
MIN			117985				6			1.01					

SIGNATURE: _____
PHONE: 815-224-1650

Jon Stear

Item 5.

VILLAGE OF POPLAR GROVE
FOR THE MONTH OF September 2022
DAILY DISTRIBUTION MONITORING REPORT
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

Date	North System (Wells 2 & 3)				West System (Well 4)				South System (Wells 5 & 6)				Operator Initials	1.0 mg.L Standard	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			Well #2	Well #3	Well #4	Well#5-6
1	Tower	1.89		0.84	Tower	2.20		2.12	Tower	1.05		1.4	KL			0.77	1.10	0.85
2	Village	0.41		1.61	O.L. Well	1.83		0.97	Tower	1.33		1.44	KL			0.94	1.30	0.72
3																0.89	1.10	0.77
4																0.83	1.00	0.73
5																1.10	1.10	0.82
6	Elm	1.19		2.01	Gas Station	1.2		0.94	Tower	0.89		1.48	KL			0.78	0.93	0.77
7	Tower	2.00		0.8	Garage	1.93		1.92	Tower	0.89		1.3	KL			0.87	0.84	0.82
8	Elm	1.65		1.07	Tower	1.27		0.67	Tower	0.66		1.58	KL			0.62	0.65	0.62
9	Tower	1.65		0.76	O.L. Lot	0.66		1.27	Tower	0.89		1.2	KL			0.86	0.71	0.70
10																0.56	1.10	0.54
11																0.86	0.68	0.75
12	Elm	1.48		2.08	Gas Station	0.67		1.49	Tower	1.07		1.71	KL			0.89	0.64	0.71
13	Tower	1.46		0.72	Tower	2.02		1.98	Tower	1.08		1.4	KL			0.56	1.50	0.64
14	Village	0.52		1.42	O.L. Lot	0.72		1.07	Tower	1.12		1.31	KL			0.59	1.30	0.66
15	Tower	1.67		1.02	Tower	1.12		1.52	Tower	1.47		1.51	KL			0.60	1.20	0.78
16	Elm	1.41		2.1	Garage	0.88		1.02	Tower	1.02		1.37	KL			0.72	1.30	0.78
17																0.72	1.00	0.86
18																0.41	1.80	0.82
19	Tower	1.63		1.01	Tower	1.52		2.1	Tower	1.4		1.48	KL			0.71	1.50	0.79
20	Elm	1.33		1.28	Gas Station	0.59		0.81	Tower	1.12		1.51	KL			0.57	1.20	0.63
21	Village	0.33		1.53	O.L. Office	0.56		0.6	Tower	1.1		1.49	KL			0.78	1.20	0.69
22	Tower	1.36		1.33	Tower	1.7		1.67	Tower	0.99		1.45	KL			0.59	0.88	0.64
23	Tower	1.43		2.04	Tower	1.72		2.14	Tower	1.06		1.58	KL			0.64	0.97	0.64
24																0.71	0.65	0.67
25																0.69	1.20	0.75
26	Elm	0.76		2.37	Gas Staion	0.57		1.29	Tower	1.02		1.33	KL			0.63	1.20	0.59
27	Tower	1.72		1.48	O.L. office	0.44		0.58	Tower	1.09		1.5	KL			0.61	1.40	0.58
28	Elm	1.63		1.03	Garage	0.92		1.1	Tower	0.78		1.48	KL			0.49	1.40	0.67
29	Tower	1.47		2.32	Tower	2.02		1.08	Tower	1.06		1.59	KL			0.79	1.40	0.60
30	Elm	1.54		1.1	Gas Staion	0.67		0.85	Tower	1.11		1.43	KL			0.92	0.56	0.60

Signature: _____
 PHONE: 815-224-1650

Ion Stear



To: The Village President and Board of Trustees

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

Re: Engineering Report – October 2022 Activity

Date: November 11, 2022

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

- **Public Works Building:** Design of the site is still underway. That said, our office had a number of “fires” that came up on projects that were in construction during the month of October which consumed an enormous amount of time and has subsequently set us behind on the design effort. That said, the overall construction schedule will remain unchanged. I’ll comment further on this at the meeting.
- **South WWTP - Phosphorus Planning:** The optimization plan was sent to IEPA for Agency review in September. We are awaiting comments from the agency.
- **Sherman Oaks Drainage Improvements:** Construction of the improvements occurred in mid-August. Project is substantially complete and is functioning well. Final pay request has been submitted to the Village for payment and the contract will then be closed out.
- **Park Street Sanitary Sewer Improvements:** Underground work was completed last at the end of September, and patches were paved last week. This is another example of where partnering w/ the contracting community for projects like this continued to pay off. Total project cost was approximately \$45k. I think we would have seen prices in the \$65k-\$75k range had we “bid” the project out.
- **NWWTP Permit Application:** The permit renewal application was submitted to IEPA in September. We received the draft permit last week and will review and comment on the permit as needed.
- **2022 Pavement Maintenance Program:** Final pay estimate has been sent to the Village for payment. We are in the process of closing out the project through IDOT. I am pleased to advise that the project was constructed for approximately \$2,000 less than the bid price.



Illinois Department of Revenue

Property Tax Division

101 West Jefferson Street, MC 3-450

Springfield, Illinois 62702

Telephone: (217) 782-3016

Facsimile: (217) 782-9932

PTELL – CPI for 2022 Extensions - Property Taxes Payable 2023

TO: County Assessors, Clerks and Tax Extenders in Counties Containing Taxing Districts Subject to the Property Tax Extension Limitation Law (PTELL)

FROM: Brad Kriener
Property Tax Division

DATE: 1/12/22

SUBJECT: CPI Change for 2022 Extensions (for property taxes payable in 2023) for Taxing Districts Subject to PTELL

The Consumer Price Index (CPI) "cost of living" or inflation percentage to use in computing the 2022 extensions (taxes payable in 2023) under PTELL is 5.0%

Section 18-185 of the Property Tax Code defines CPI as "the Consumer Price Index for All Urban Consumers for all items published by the United States Department of Labor." This index is sometimes referred to as CPI-U. Section 18-185 defines "extension limitation" and "debt service extension base" as "...the lesser of 5% or the percentage increase in the Consumer Price Index during the 12-month calendar year preceding the levy year..." (emphasis added).

For 2022 extensions (taxes payable in 2023), the CPI to be used for computing the extension limitation and debt service extension base is 5.0%. The CPI is measured from December 2020 to December 2021. The U.S. City Average CPI for December 2020 was 260.474 and 278.802 for December 2021. The CPI change is calculated by subtracting the 2020 CPI from the 2021 CPI. The amount is then divided by the 2020 CPI which results in 7.0% CPI. $(278.802 - 260.474) / 260.474 = 7.0\%$. The Statute indicates the lesser of 5% or the actual percentage increase, in this case 5% is the lesser amount.

Information on PTELL may be accessed through the department's web site at www.tax.illinois.gov under the "Property Tax" link and the "Property Tax Extension Limitation Law (PTELL)" link under the "General Information and Resources" heading.

If you have any questions concerning the change in the consumer price index (CPI), please contact me at (217) 782-3016.

VILLAGE OF POPLAR GROVE

ORDINANCE NO. 2022-

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, 2021 AND ENDING ON APRIL 30, 2022 FOR THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS.

WHEREAS, the Board of Trustees of the Village of Poplar Grove, Boone County, Illinois on the 13th day of April 2021, pass an Appropriation Ordinance for said Village for the fiscal year beginning May 1, 2021 and ending April 30, 2022, and thereafter caused said Appropriation Ordinance to be duly published in accordance with the statute in such case made and provided that said Ordinance is now on file and recorded in the records of said Village;

WHEREAS, more than (10) days have elapsed since the publication of said original Appropriation Ordinance.

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

Section 1. There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois as the same is assessed and equalized for state and county purposes, the total sum of \$255,279 for the purpose of defraying all the necessary expenses and liabilities of said Village for general corporate purposes for the GENERAL CORPORATE FUND, for said fiscal year and to be known as a tax for general corporate purposes as follows:

General Corporate Fund

	<u>AMOUNT</u> <u>BUDGETED</u>	<u>AMOUNT</u> <u>LEVIED</u>
ADMINISTRATIVE DEPT		
<u>Personnel</u>		
Salaries	\$ 284,414.00	
Social Security	\$ 17,634.00	
Medicare	\$ 4,124.00	
Unemployment Compensation	\$ 3,458.00	
IMRF Employer	\$ 14,317.00	
Total Personnel	\$ 323,947.00	
<u>Contractual Services</u>		
Inspection Services	\$ -	
Code Enforcement Services	\$ -	
Workers Compensation Insurance	\$ 7,000.00	
General Insurance	\$ 35,000.00	
Life Insurance	\$ 576.00	
Telephone/Internet	\$ 9,000.00	
Health Insurance	\$ 64,875.00	
Utilities	\$ -	
Professional Services	\$ 12,500.00	
Bond Agent Fee	\$ 500.00	
Training	\$ 6,000.00	
Travel	\$ 7,500.00	
Publication	\$ 3,000.00	
Auditing	\$ 16,000.00	
Engineering	\$ 50,000.00	
Legal Services	\$ 85,000.00	
Dues	\$ 3,500.00	
Building Security System	\$ 2,500.00	
Website Maintenance	\$ 5,000.00	
Computer System Software/Support	\$ 20,000.00	
Custodial Services	\$ 4,500.00	
Rental Property Repairs	\$ 2,500.00	
IT Services	\$ 5,500.00	
Planning Services	\$ -	
Total Contractual	\$ 340,451.00	

Commodities

Office Supplies/Forms	\$	5,000.00
Postage	\$	1,500.00
Office and Computer Equipment	\$	7,500.00
Maintenance Supplies	\$	2,000.00
Operating Supplies	\$	1,000.00
Misc. Commodities	\$	2,000.00
Total Commodities	\$	19,000.00

Debt services

Land Purchase Note Payable	\$	2,500.00
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Total Administration Department \$ 685,898.00

POLICE PROTECTION DEPARTMENT**AMOUNT**
BUDGETED**Contractual Services**

Other Contractual Services	\$	10,000.00
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Total Police Protection Department \$ 10,000.00

PARK DEPARTMENT**AMOUNT**
BUDGETED**Personnel**

Salaries	\$	74,500.00
Social Security	\$	4,619.00
Medicare	\$	1,080.00
Unemployment Compensation	\$	1,250.00
IMRF	\$	4,399.00
Total Personnel	\$	85,848.00

Contractual Services

Life Insurance	\$	200.00
Health Insurance	\$	24,500.00
Workers Compensation Insurance	\$	2,500.00
Landscaping, Mowing, Tree Trimming	\$	8,000.00
Total Contractual	\$	35,200.00

Commodities

Park Maintenance Supplies	\$	10,700.00
Community Events	\$	-
Total Commodities	\$	10,700.00

Capital

Park Building	\$	-
Playground Equipment	\$	-
Park Improvements	\$	-
Total Capital	\$	-

Total Park Department \$ 131,748.00

STREET DEPARTMENT**AMOUNT**
BUDGETED**Personnel**

Salaries	\$	64,500.00
Social Security	\$	3,999.00
Medicare	\$	935.00
Unemployment Compensation	\$	988.00
IMRF	\$	4,399.00
Total Personnel	\$	74,821.00

Contractual Services

Contracted Snow Plowing	\$	25,000.00
Uniforms	\$	4,000.00
Life Insurance	\$	200.00
Health Insurance	\$	24,500.00
Workers Compensation Insurance	\$	2,500.00

Engineering Services	\$	2,500.00
Telephone/Internet	\$	2,650.00
Utilities	\$	3,000.00
Travel Reimbursement	\$	300.00
Training	\$	1,500.00
Maintenance Vehicles	\$	25,000.00
Maintenance Equipment	\$	10,000.00
Maintenance Plows	\$	15,000.00
Maintenance	\$	18,000.00
Street Lighting	\$	47,000.00
Professional Services	\$	30,000.00
Julie Locates + Interest Expense	\$	6,700.00
Total Contractual Services	\$	217,850.00

Commodities

Gasoline and Oil	\$	26,000.00
Salt	\$	50,000.00
Street Maintenance Supplies	\$	15,000.00
Street Operating Supplies	\$	15,000.00
Street Miscellaneous Expense	\$	500.00
Total Commodities	\$	106,500.00

Capital

Vehicles and Equipment	\$	102,845.00
Storm Sewer	\$	-
Road Construction	\$	85,000.00
Street Lighting	\$	-
	\$	187,845.00
Total Street Department	\$	587,016.00

COMMUNITY DEVELOPMENT AND EVENTS DEPARTMENT

Travel/Meals/Lodging	\$	-	
Publication Cost	\$	1,500.00	
Engineering	\$	15,000.00	
Legal	\$	45,000.00	
Contract Inspection Services	\$	100,000.00	
Contract Code Enforcement	\$	21,000.00	
Planning Services	\$	15,000.00	
Professional Services	\$	25,000.00	222,500
Operating Supplies	\$	21,500.00	
Total Community Development and Events Department	\$	244,000.00	

VILLAGE CLERK DEPARTMENT**AMOUNT**
BUDGETED**Personnel**

Salaries	\$	26,000.00
Social Security	\$	1,612.00
Medicare	\$	377.00
Unemployment Compensation	\$	225.00
IMRF	\$	682.00
Total Personnel	\$	28,896.00

Contractual Services

Life Insurance	\$	48.00
Health Insurance	\$	6,625.00
Workers Compensation Insurance	\$	1,000.00
Telephone/Internet	\$	800.00
Travel Reimbursement	\$	7,500.00
Training	\$	4,000.00
Publication Cost	\$	400.00
Legal Fees	\$	12,000.00
Office System Support	\$	6,000.00
It Services	\$	2,000.00
Dues	\$	650.00
Codification	\$	6,000.00
Total Contractual Services	\$	47,023.00
Total Village Clerk Department	\$	75,919.00

Total General Corporate \$ 1,734,581.00 \$ 255,279.00

TOTAL GENERAL CORPORATE LEVY

Making the amount by taxation and levied on all taxable property within said Village for the aforesaid purposes of general corporate levy the sum of: \$ 255,279.00

SECTION 2 There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois, for the necessary expense for the Village Liability Insurance as set forth as follows:

LIABILITY INSURANCE LEVY

	<u>AMOUNT BUDGETED</u>	<u>AMOUNT LEVIED</u>
Liability Insurance	\$ 35,000.00	
Total for Liability Insurance	\$ 35,000.00	\$ 21,000.00

Making the amount by taxation and levied on all taxable property in said Village for the aforesaid purposes of liability insurance levy the sum of: \$ 21,000.00

SECTION 3 There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois, for the necessary expense for the Village Audit as set forth as follows:

AUDIT LEVY

	<u>AMOUNT BUDGETED</u>	<u>AMOUNT LEVIED</u>
Auditing	\$ 16,000.00	
Total for Auditing	\$ 16,900.00	\$ 15,000.00

Making the amount by taxation and levied on all taxable property in said Village for the aforesaid purposes of Auditing levy the sum of: \$ 15,000.00

SECTION 4 There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois, for the necessary expense for the Village Social Security as set forth as follows:

SOCIAL SECURITY LEVY

	<u>AMOUNT BUDGETED</u>	<u>AMOUNT LEVIED</u>
Social Security	\$ 27,864.00	
Total for Social Security	\$ 27,864.00	\$ 20,000.00

Making the amount by taxation and levied on all taxable property in said Village for the aforesaid purposes of Social Security levy the sum of: \$ 20,000.00

SECTION 5:

SUMMARY

OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR GENERAL CORPORATE PURPOSES AS SET FORTH IN DETAIL UNDER THE HEADING "TOTAL GENERAL CORPORATE LEVY" AS PROVIDED BY STATUTE IS THE SUM OF	\$ 255,279.00
OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR THE LIABILITY INSURANCE LEVY IN ADDITION TO ALL OTHER TAXES IS THE SUM OF	\$ 21,000.00
OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR THE AUDIT LEVY IN ADDITION TO ALL OTHER TAXES IS THE SUM OF	\$ 15,000.00
OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR THE SOCIAL SECURITY LEVY IN ADDITION TO ALL OTHER TAXES IS THE SUM OF	\$ 20,000.00
	<hr/>
	\$ 311,279.00

Making the aggregate sum of \$311,279 raised by taxation and levied on all taxable property in said Village, in order to meet and defray all the necessary expenses and liabilities of the Village as required by statute.

It is hereby directed that the aforesaid sum be raised by taxation in the manner provided by law.

SECTION 6: That said tax so levied and assessed, be collected and enforced in the same manner and by the same officers, as the state and county taxes, and be paid over by the same officers so collecting the same to the Treasurer of the Village of Poplar Grove, County of Boone, Illinois, as provided by law.

SECTION 7: That the Clerk of said Village is hereby directed to forthwith make and file with the County Clerk of Boone County Illinois, a certified copy of this Ordinance, and that the rate percent be ascertained and the tax aforesaid be extended as provided by law.

SECTION 8: That this Ordinance shall be in full force and effect after its approval, passage and publication as provided by law.

SECTION 9: That all ordinances or parts of ordinances in conflict with this Ordinance are repealed insofar as they conflict.

PASSED this _____ day of _____ 2022

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Karri Anderberg, Village Clerk

Don Sattler, Village President
Village of Poplar Grove

VILLAGE OF POPLAR GROVE

ORDINANCE NO. 2022- 19

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, 2022 AND ENDING ON APRIL 30, 2023 FOR THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS.

WHEREAS, the Board of Trustees of the Village of Poplar Grove, Boone County, Illinois on the 13th day of April 2022, pass an Appropriation Ordinance for said Village for the fiscal year beginning May 1, 2022 and ending April 30, 2023, and thereafter caused said Appropriation Ordinance to be duly published in accordance with the statute in such case made and provided that said Ordinance is now on file and recorded in the records of said Village;

WHEREAS, more than (10) days have elapsed since the publication of said original Appropriation Ordinance.

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

Section 1. There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois as the same is assessed and equalized for state and county purposes, the total sum of \$255,279 for the purpose of defraying all the necessary expenses and liabilities of said Village for general corporate purposes for the GENERAL CORPORATE FUND, for said fiscal year and to be known as a tax for general corporate purposes as follows:

General Corporate Fund

ADMINISTRATIVE DEPT	<u>AMOUNT</u> <u>BUDGETED</u>	<u>AMOUNT</u> <u>LEVIED</u>
Personnel	\$ 323,947.00	
Contractual Services	\$ 340,451.00	
Commodities	\$ 19,000.00	
Debt Services	\$ 2,500.00	
Total Administrative Department	\$ 685,898.00	
POLICE PROTECTION DEPARTMENT	<u>AMOUNT</u> <u>BUDGETED</u>	
Contractual Services	\$ 10,000.00	
Total Police Protection Department	\$ 10,000.00	
PARK DEPARTMENT	<u>AMOUNT</u> <u>BUDGETED</u>	
Personnel	\$ 85,848.00	
Contractual Services	\$ 35,200.00	
Commodities	\$ 10,700.00	
Capital Outlay	\$ -	
Total Park Department	\$ 131,748.00	
STREET DEPARTMENT	<u>AMOUNT</u> <u>BUDGETED</u>	
Personnel	\$ 74,821.00	
Contractual Services	\$ 217,850.00	
Commodities	\$ 106,500.00	
Capital Outlay	\$ 187,845.00	
Total Street Department	\$ 587,016.00	
COMMUNITY DEVELOPMENT AND EVENTS DEPARTMENT	<u>AMOUNT</u> <u>BUDGETED</u>	
Contractual Services	\$ 222,500.00	
Commodities	\$ 21,500.00	
Total Community Development and Events Department	\$ 244,000.00	

VILLAGE CLERK DEPARTMENT

	<u>AMOUNT BUDGETED</u>	
Personnel	\$ 28,896.00	
Contractual Services	\$ 47,023.00	
Commodities	\$ -	
Capital	\$ -	
Total Village Clerk Department	\$ 75,919.00	
Total General Corporate	\$ 1,734,581.00	\$ 255,279.00

TOTAL GENERAL CORPORATE LEVY

Making the amount by taxation and levied on all taxable property within said Village for the aforesaid purposes of general corporate levy the sum of: **\$ 255,279.00**

SECTION 2 There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois, for the necessary expense for the Village Liability Insurance as set forth as follows:

LIABILITY INSURANCE LEVY

	<u>AMOUNT BUDGETED</u>	<u>AMOUNT LEVIED</u>
Liability Insurance	\$ 35,000.00	
Total for Liability Insurance	\$ 35,000.00	\$ 21,000.00

Making the amount by taxation and levied on all taxable property in said Village for the aforesaid purposes of liability insurance levy the sum of: **\$ 21,000.00**

SECTION 3 There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois, for the necessary expense for the Village Audit as set forth as follows:

AUDIT LEVY

	<u>AMOUNT BUDGETED</u>	<u>AMOUNT LEVIED</u>
Auditing	\$ 16,000.00	
Total for Auditing	\$ 16,000.00	\$ 15,000.00

Making the amount by taxation and levied on all taxable property in said Village for the aforesaid purposes of Auditing levy the sum of: **\$ 15,000.00**

SECTION 4 There is hereby levied on all taxable property within the limits of the Village of Poplar Grove of Boone County, Illinois, for the necessary expense for the Village Social Security as set forth as follows:

SOCIAL SECURITY LEVY

	<u>AMOUNT BUDGETED</u>	<u>AMOUNT LEVIED</u>
Social Security	\$ 27,864.00	
Total for Social Security	\$ 27,864.00	\$ 20,000.00

Making the amount by taxation and levied on all taxable property in said Village for the aforesaid purposes of Social Security levy the sum of: **\$ 20,000.00**

SECTION 5:

SUMMARY

OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR GENERAL CORPORATE PURPOSES AS SET FORTH IN DETAIL UNDER THE HEADING "TOTAL GENERAL CORPORATE LEVY" AS PROVIDED BY STATUTE IS THE SUM OF	\$ 255,279.00
OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR THE LIABILITY INSURANCE LEVY IN ADDITION TO ALL OTHER TAXES IS THE SUM OF	\$ 21,000.00
OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR THE AUDIT LEVY IN ADDITION TO ALL OTHER TAXES IS THE SUM OF	\$ 15,000.00
OF THE FOREGOING ANNUAL TAX LEVY THE AMOUNT TO BE LEVIED FOR THE SOCIAL SECURITY LEVY IN ADDITION TO ALL OTHER TAXES IS THE SUM OF	\$ 20,000.00
	<hr/>
	\$ 311,279.00

Making the aggregate sum of \$311,279 raised by taxation and levied on all taxable property in said Village, in order to meet and defray all the necessary expenses and liabilities of the Village as required by statute.

It is hereby directed that the aforesaid sum be raised by taxation in the manner provided by law.

SECTION 6: That said tax so levied and assessed, be collected and enforced in the same manner and by the same officers, as the state and county taxes, and be paid over by the same officers so collecting the same to the Treasurer of the Village of Poplar Grove, County of Boone, Illinois, as provided by law.

SECTION 7: That the Clerk of said Village is hereby directed to forthwith make and file with the County Clerk of Boone County Illinois, a certified copy of this Ordinance, and that the rate percent be ascertained and the tax aforesaid be extended as provided by law.

SECTION 8: That this Ordinance shall be in full force and effect after its approval, passage and publication as provided by law.

SECTION 9: That all ordinances or parts of ordinances in conflict with this Ordinance are repealed insofar as they conflict.

PASSED this _____ day of _____ 2022

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Karri Anderberg, Village Clerk

Donald Sattler, Village President
Village of Poplar Grove

CERTIFICATION

STATE OF ILLINOIS)
) SS
 BOONE COUNTY)

I, DON SATTLER, Village President of the Village of Poplar Grove in the County of Boone, State of Illinois, do hereby certify that in the adoption of Ordinance No. _____ entitled “**AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR CORPORATE PURPOSES FOR THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 20____ AND ENDING DECEMBER 31, 20____**” by the Village Board of Trustees of the Village of Poplar Grove and approved by the Village President as the Presiding Officer of the Village of Poplar Grove on the _____ day of _____, 20____, that the requirements of the Illinois Truth in Taxation Act requiring a public hearing and notice thereof were inapplicable as the proposed aggregate amount of tax levy was not more than 105% of the amount of property taxes extended or estimated to be extended for the preceding year, and with any other applicable sections of the Act having been complied with.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

 DON SATTLER, VILLAGE PRESIDENT

CERTIFICATION

STATE OF ILLINOIS)
) SS
BOONE COUNTY)

I, KARRI ANDERBERG, duly appointed Village Clerk of the Village of Poplar Grove, Boone County, Illinois, do hereby certify that the foregoing is a true copy of an Ordinance adopted by the Village Board of Trustees of the Village of Poplar Grove at a meeting of said Board of Trustees held on ____day of _____, 20____.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Poplar Grove this ____ day of _____, 20____.

KARRI ANDERBERG, VILLAGE CLERK

(SEAL)

STATE OF ILLINOIS)
) SS
 BOONE COUNTY)

I, KARRI ANDERBERG, do certify that I am a fully qualified and acting Village Clerk of the Village of Poplar Grove, Boone County, Illinois, and as such Village Clerk I am the keeper of the seal, records and files of the Village of Poplar Grove.

I do further certify that a duly constituted and legally convened meeting of the Village Board of Trustees of the Village of Poplar Grove held on the _____ day of _____, 20_____, **Ordinance No. _____ entitled "AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR CORPORATE PURPOSES FOR THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 20____ AND ENDING DECEMBER 31, 20____"**, was adopted in full accordance and conformity with the Code of Ordinances of the Village of Poplar Grove and Statutes of the State of Illinois of which a complete and true copy of said Ordinance is attached.

The original record thereof now remaining in my office, and have found the same to be a correct transcript therefrom and of the whole of such original record.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Poplar Grove this _____ day of _____, 20_____.

 KARRI ANDERBERG, VILLAGE CLERK

(SEAL)

CERTIFICATE OF NEEDS

STATE OF ILLINOIS)
) SS
BOONE COUNTY)

I, CARINA BOYD, Village Treasurer of the Village of Poplar Grove, Boone County, Illinois, hereby certify to the County Clerk that several amounts listed in the attached Levy Ordinance are required to be raised by taxation for the Village of Poplar Grove, totaling \$_____.

DATED this _____ day of _____, 2022.

CARINA BOYD, VILLAGE TREASURER
VILLAGE OF POPLAR GROVE



To: The Village President and Board of Trustees

From: Chris Dopkins, P.E. Village Engineer

**Re: Reauthorization to Publicly Bid Public Works Building
(Including Sanitary Sewer and Water Main
Improvements)**

Date: November 11, 2022

Attached to this memorandum is a resolution to reauthorize bid letting for the public works building. As a reminder, there will be three (3) contracts that will be let which are:

- The building itself.
- The site improvements for the building; and
- The sanitary sewer and water main extensions along Park Street.

As mentioned in the engineering report, our office had a number of “fires” that came up on projects that were in construction during the month of October which consumed an enormous amount of time and has subsequently set us behind on the design effort. That said, the overall construction schedule will remain unchanged:

November 16th: Reauthorizing the bid letting in August since it has been some time since the Board approved public bidding.

November 23rd – January 4th: Public Bid Letting.

January 11th: Contract award by the Board of Trustees for all three contracts. Execute contract documents and bonds. Begin coordination w/ NICOR, ComEd to extend utilities to the site.

January 2023 – March 2023: Complete shop drawing reviews, final design of footings based on shop drawing reactions from building manufacturer, materials ordered such that they arrive to the site in summer of 2023.

March 2023 – May 2023: Complete sanitary sewer and water main improvements.

June 2023 – February 2024: Complete the site and building improvements. As we have discussed in the past, the grading improvements need to occur during the summer months so that in-situ soils have the opportunity to dry.

I look forward to discussing the project with the Board. In the meantime, please do not hesitate to contact me at 636-9590 with any questions. Thank you.

RESOLUTION 22- 40

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE TO AUTHORIZE PUBLIC BID LETTING FOR A NEW PUBLIC WORKS BUILDING

WHEREAS, the Village of Poplar Grove (Village) desires to construct a new Public Works Building located on Park Street immediately east of East Street; and

WHEREAS, Sanitary sewer and potable water main must be extended to service the proposed building; and

WHEREAS, the Village has received a \$200,000 grant that will be used to help offset the cost of the new Public Works Facility; and,

WHEREAS, the Village will utilize the grant funds towards site improvements such as grading, storm water management, paving, landscaping, etc., and it is therefore advisable to procure those improvements separately in order to reduce the reporting requirements for use of the grant funding; and,

WHEREAS, pursuant to the Village's purchasing policies and State Statute, projects in excess of \$25,000 are to be publicly bid; and

WHEREAS, plans and specifications for the New Public Works Building and Sanitary Sewer and Water Main Extensions are ready for public bid letting; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to undergo the public bid letting process to obtain proposals from contractors for said projects as set forth herein.

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

1. The above recitals are incorporated herein and made part hereof.
2. The Village Engineer is hereby authorized to advertise the construction drawings and corresponding specifications for the New Public Works Building, Public Works Building Site Improvements and Park Street Sanitary Sewer and Water Improvements for public bid letting as provided by Ordinance and State Statute.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK: _____

RESOLUTION NUMBER: 2022-41

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS APPROVING
THE RISK MANAGEMENT PROPOSAL FROM
ILLINOIS COUNTIES RISK MANAGEMENT TRUST**

WHEREAS, the Village of Poplar Grove (“Village”) has received a proposal from Illinois Counties Risk Management Trust for the provision of insurance coverage for the Village; and

WHEREAS, the Village desires to accept the proposal of Illinois Counties Risk Management Trust for the provision of insurance coverage for the Village; and

WHEREAS, this purchase will cost in excess of \$25,000 and pursuant to Village Code Section 1-10-4 and by a two-thirds (2/3) vote of the corporate authorities, the Village hereby waives the public bid requirement for purchases exceeding \$25,000; and

WHEREAS, the Village has determined that it is in the best interest of its citizens to accept the proposal from Illinois Risk Management Trust to provide insurance coverage for the Village.

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

1. The above recitals are incorporated herein and made part hereof.
2. The Village hereby waives the requirement to publicly bid the purchase by a two-thirds majority vote.
3. The Village hereby accepts the proposal of Illinois Counties Risk Management Trust in the amount of \$82,913.00 as set forth in Exhibit A attached hereto.
4. The Village President and Village Clerk are hereby authorized to execute any document necessary to effectuate the intent set forth in this resolution.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A:

Commercial Insurance

2022-2023

VILLAGE OF POPLAR GROVE

**Commercial Agent
Senior Account Manager**

**Matt Ripplinger
Cindy Anderson**

Broadmoor Agency, Inc.

3923 E. State St., Rockford, IL 61108

Office Phone 815-965-6700

Fax 815-965-6703

EMAIL

**mriplinger@broadmooragency.com
cindy@broadmooragency.com**

ILLINOIS COUNTIES RISK MANAGEMENT TRUST

INSURANCE PROGRAM RENEWAL



Poplar Grove, Village of

PRESENTED BY:

Broadmoor Agency, Inc.

POLICY YEAR:

DEC 01, 2022 - DEC 01, 2023

Quote Number:

R1-1001282-2223-01

ADMINISTERED BY:





ABOUT ICRMT

Providing insurance and risk management services to Illinois Public Entities since 1983.

Illinois Counties Risk Management Trust (ICRMT) is one of the leading insurance programs in Illinois, providing property, and workers' compensation coverages for Illinois public entities since 1983. Owned by its members and administered by IPMG, ICRMT provides an integrated approach to risk management, claims administration, and underwriting tailored to fit the needs of your entity. ICRMT provides broad coverage and the most comprehensive service package specifically designed to protect the entity's exposures and budgetary constraints.



Size: 425+ Members



Retention Rate: 97%



Total Premium: \$102+ Million



ILLINOIS COUNTIES RISK MANAGEMENT TRUST

PROGRAM MANAGEMENT

PROVIDED BY INSURANCE PROGRAM MANAGERS GROUP

ACCOUNT EXECUTIVES

JEFF WEBER

Executive Vice President
jeff.weber@ipmg.com
314.293.9707

BOB SPRING

Sr. VP - Public Entity Practice
bob.spring@ipmg.com
630.485.5885

KYLE SHELL

Account Executive
kyle.shell@ipmg.com
314.293.9717

UNDERWRITING

TODD GREER

Senior Vice President
todd.greer@ipmg.com
630.485.5869

KRISTEN TRACY

VP - Public Entity Underwriting
kristen.tracy@ipmg.com
630.485.5970

DANIEL KOLE

Program Underwriting Associate
daniel.kole@ipmg.com
630.485.5952

PROGRAM ADMINISTRATION

JACKIE KING

ICRMT Program Manager
jackie.king@ipmg.com
630.485.5874

KIM DIEDERICH

ICRMT Account Assistant
kim.diederich@ipmg.com
630.485.5863

TIM OLSON

ICRMT Administrative Assistant
tim.olson@ipmg.com
630.485.5924



RISK MANAGEMENT & LOSS CONTROL SERVICES

ICRMT Risk Management Services consultants deliver a catalog of resources with material expertise in public entity risk management. The staff has field-based experts in clinical medicine, physical therapy, and advanced degree safety experts. ICRMT's risk consultants have a background working in local law enforcement, fire, and emergency medical services.

The RMS consultants work with each entity to facilitate risk mitigation efforts through policy, training and engineering controls. These controls are delivered onsite and through online training options. ICRMT RMS consultants provide policy and training solutions for all lines of coverage with focus on industry and client loss trends and emerging risks.

SERVICES INCLUDED:

- Use of Force Training
- Jail Policies and Procedures Audits
- Policy and Procedure Implementation
- Auto/Driving Exposure Evaluation
- Employment Practices Strategies, Education, and Training
- Safety Committee Development
- Hiring and Management Strategies
- Law Enforcement Seminars
- Fire Fighter/EMS Training
- Regulatory Compliances
- Essential Functions Testing Policy
- Background Check Policy
- Supervisors/Leadership Development
- Loss Analysis and Trending
- Slip and Fall Prevention Program
- Supervisory/Personnel Safety Training
- Accident Investigation Training
- Hazard Communication Training
- Blood Born Pathogens Training



RISK MANAGEMENT & LOSS CONTROL CONSULTANTS

BRIAN DEVLIN

Senior Vice President
brian.devlin@ipmg.com
630.485.5922

MARK BELL

Public Entity Team Director
mark.bell@ipmg.com
630.200.8711

JEFF BACIDORE

Senior Risk Management Consultant
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630.253.4463

DAN LUTTRELL

Senior Risk Management
Consultant
dan.luttrell@ipmg.com
224.239.7407

JOSH BLACKWELL

Risk Management Consultant
-Law Enforcement Practice
josh.blackwell@ipmg.com
224.227.0819

BEN HARMENING

Risk Management Consultant
- Law Enforcement Practice
ben.harmening@ipmg.com
224.840.4405

KEVIN MADEIRA

Risk Management Support Specialist
kevin.madeira@ipmg.com
630.485.1065

BRANDON BEYER

Risk Management Support Specialist
brandon.beyer@ipmg.com
630.485.5954



CLAIMS MANAGEMENT SERVICES

IPMG Claims Management Services offers a full-service claims team specializing in the public entity sector. IPMG CMS services claims for property, casualty and workers compensation claims.

IPMG CMS has a staff of 39 including 21 seasoned claims professionals with an average claims experience of over ten years. IPMG CMS's leadership team boasts well over 20 years of experience. IPMG CMS's staff specializes in program business, including unique self-insured retention structures.

SERVICES INCLUDED:

- Dedicated service adjuster approach, which promotes service continuity and trust
- On-line claim reporting and investigation tool through In-Sight with loss experience access
- On-line claim review and claim report generation
- 24-hour contact on every new claim submission
- Clients are updated on all critical events and participate in all major claims decisions
- Quarterly claim file reviews
- Data analytics to quickly identify potential high cost claims
- Tailor made service plans
- Nurse Case Management

CONTACT:

MIKE CASTRO
Senior Vice President
mike.castro@ipmg.com
630.485.5895

DONNA FROMM
WC Claims Director
donna.fromm@ipmg.com
630.485.5950

SUSANNE SKJERSETH
PC Claims Manager
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314.293.9723



ICRMT FEATURES AND BENEFITS

Program Highlights

- Property and Casualty Policy is Non-Auditable
- Terrorism Coverage Included
- The ICRMT Trust Agreement contains a Resolution by the Executive Board making the program Non-Assessable
- Specialized Law Enforcement Risk Management Services
- Open Door Legal Consultation
- Tailored Risk Management Services
- Professional Property Appraisals
- Online Claims Reporting
- Crisis Management Assistance
- Enhanced Case Management
- PEDAC Coverage Available
- Unemployment Insurance Program

Who is an Insured

- An individual while appointed as a director or executive officer
- A volunteer, unpaid worker, leased or temporary worker
- A board member, commissioner, trustee, or council person
- An employee or staff member
- An elected or appointed official or a member of your governing body, board, commission, council or agency of yours
- A partnership or Joint Venture, including a mutual assistance pact, joint powers agreement or similar agreement
- Your Medical Directors in conjunction with the medical facilities covered under this Policy, but only with respect to their administrative duties on your behalf.

Visit our page for more information:

www.ICRMT.com

This is a summary of coverages provided. Please refer to the full policy for complete coverage, exclusions, and terms & conditions.



COVERAGE SUMMARY: GENERAL LIABILITY

GENERAL LIABILITY

LIMITS

Each Occurrence	\$1,000,000
General Annual Aggregate	\$3,000,000
Products/Completed Operations Annual Aggregate	\$1,000,000
Advertising and Personal Injury	\$1,000,000
Premises Medical Payments	
Each Person	\$5,000
Each Occurrence	\$50,000

Deductible: \$1,000 each occurrence

Sexual Abuse Liability – Claims Made

Each Occurrence	\$1,000,000
Annual Aggregate	\$1,000,000

Retroactive Date: **01/01/2019**

Innocent Party Defense Coverage Included

Deductible: \$2,500

COVERAGES INCLUDE

- Liquor Liability
- Medical Professional (Excluding Doctors & Dentists)
- Special Events
- Terrorism
- Volunteers
- Non-Auditable
- Herbicides & Pesticides - \$50,000 Coverage Limits
- Premises Liability



COVERAGE SUMMARY: VIOLENT EVENT RESPONSE COVERAGE

COVERAGE

LIMITS

- Violent Event Response Coverage	\$500,000/\$500,000
- Crisis Investigation	Included
- Personal Crisis Management Event Response Team	Included
- Crisis Communication Support, Media Management, Public Relations	Included
- Temporary Security Measures	Included
- The following Sublimited Coverages:	
o Medical Expenses	\$25,000 Per Person
o Counseling Service Expenses	\$10,000 Per Person
o Funeral Service Expenses	\$15,000 Per Person
o Per Event Crisis Team Services	\$100,000
o Memorialization Expenses	\$250,000

Deductible: \$1,000 each occurrence

This is addition to the standard liability coverages offered under this policy.



COVERAGE SUMMARY: AUTO LIABILITY & PHYSICAL DAMAGE

AUTO LIABILITY

LIMITS

Each Occurrence	\$1,000,000
Auto Medical Payments	
Each Person	\$5,000
Each Occurrence	\$25,000

Deductible: \$0 each occurrence

UNINSURED & UNDERINSURED MOTORIST LIABILITY

Each Occurrence	\$100,000
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Deductible: \$0

AUTO PHYSICAL DAMAGE

Total Scheduled Value	\$976,672
Total Agreed Value	\$0
Number of Vehicles	15

Comprehensive Per Loss Deductible: \$1,000

Collision Per Loss Deductible: \$1,000

**Or as indicated on the Schedule*

COVERAGES INCLUDE

• Automatic Liability for Newly Acquired Vehicles (Non-Auditable)	Included
• Newly Acquired Automobiles Physical Damage (Non-Auditable)	\$500,000
• Hired/Non-Owned Liability	Included
• Hired Auto Physical Damage	Included
• Garagekeepers Legal Liability - per Occurrence	\$100,000
• Pollution Caused by Upset/Overtake	Included
• Commandeered Autos	Included
• Loss of Use and Lease Gap Coverage	Included
• Rental Reimbursement	Included



COVERAGE SUMMARY: PUBLIC OFFICIALS LIABILITY

PUBLIC OFFICIALS LIABILITY - CLAIMS MADE

LIMITS

Each Occurrence	\$1,000,000
Annual Aggregate	\$1,000,000

Retroactive Date: **01/01/2019**

Deductible: \$2,500 each occurrence

EMPLOYMENT PRACTICES LIABILITY - CLAIMS MADE

Each Occurrence	Included
Annual Aggregate	Included

Retroactive Date: **01/01/2019**

Deductible: \$2,500 each occurrence

EMPLOYEE BENEFITS LIABILITY

Each Occurrence	Included
Annual Aggregate	Included

Retroactive Date: **01/01/2019**

Deductible: \$2,500 each occurrence

COVERAGES INCLUDE

- Employee Wage Reimbursement

Each Occurrence	\$10,000
Annual Aggregate	\$20,000
- Non-Monetary Legal Defense

Each Occurrence	\$50,000
Annual Aggregate	\$50,000
- Sexual Harassment
- Discrimination
- Wrongful Termination
- FOIA/Open Meetings Act



COVERAGE SUMMARY: **EXCESS LIABILITY**

Coverage	Underlying Limits	Excess Limit
General Liability	\$1,000,000/\$3,000,000	\$7,000,000
Auto Liability	\$1,000,000	\$7,000,000
Public Officials (Claims Made)	\$1,000,000/\$1,000,000	\$7,000,000

COVERAGES EXCLUDED

- Sanitary Sewer Backup
- Sexual Abuse
- Uninsured/Underinsured Motorist Coverage
- Workers Compensation and Employers Liability
- Unmanned Aircraft
- Cyber Liability
- Claims arising out of the actual or alleged transmission of a communicable disease or virus.



COVERAGE SUMMARY: CYBER LIABILITY

COVERAGE

LIMITS

Cyber Liability Coverage - Claims Made

Each Claim

\$1,000,000

Annual Aggregate

\$1,000,000

Retroactive Date: **01/01/2019**

Deductible: \$5,000

Coverage Include:

Third Party Liability Insuring Agreements

(Claims Made and Reported Coverage)

	Each Claim	Aggregate
Multimedia Liability Coverage	\$1,000,000	\$1,000,000
Security and Privacy Liability Coverage	\$1,000,000	\$1,000,000
Privacy Regulatory Defense and Penalties Coverage	\$1,000,000	\$1,000,000
PCI DSS Liability Coverage	\$1,000,000	\$1,000,000

First Party Insuring Agreements

(Event Discovered and Reported Coverage)

	Each Claim	Aggregate
Breach Event Costs Coverage	\$1,000,000	\$1,000,000
BrandGuard® Coverage	\$1,000,000	\$1,000,000
System Failure Coverage	\$1,000,000	\$1,000,000
Cyber Extortion Coverage	\$250,000	\$250,000

	Each Claim	Aggregate
Cyber Crime Coverage		
A. Financial Fraud Sublimit	\$100,000	\$100,000
B. Telecommunications and Utilities Fraud Sublimit	\$100,000	\$100,000
C. Phishing Fraud Sublimits		
1. Your Phishing Fraud Loss Sublimit	\$100,000	\$100,000
2. Client Phishing Fraud Loss Sublimit	\$100,000	\$100,000
3. Phishing Fraud Aggregate Sublimit (C.1. & C.2. combined)		\$1,000,000
Cyber Crime Aggregate Limit (A., B., & C. combined)		\$1,000,000



COVERAGE SUMMARY: **PROPERTY**

LIMITS OF INSURANCE: In no event shall liability in any one occurrence for any one Building, and one Structure or Business Personal Property at any one location exceed 125% of the individually stated value for such property as shown in the latest Statement of Values or other documentation on file with the Trust, nor shall liability exceed any specific Limit of Insurance applying to any Insured, Loss, coverage or location(s).

COVERED PROPERTY

LIMITS

Building Value	\$34,581,382
Business Personal Property Including Stationary EDP	\$443,600
Personal Property of Others	\$100,000
Newly Constructed or Aquired Property	\$1,000,000
Footbridges	\$100,000
Covered Property in Transit	\$1,000,000

Deductible: \$5,000

***Or as indicated on the Schedule**

ADDITIONAL PROPERTY COVERAGES

Earthquake (including mine subsidence)	\$5,000,000
Program Aggregate	\$250,000,000

Deductible: \$50,000 or 2% of the damaged location; whichever is greater

Flood	\$5,000,000
Program Aggregate (Excluding Flood Zone A and V)	\$250,000,000

Deductible: \$50,000 per occurrence

COVERED COSTS & EXPENSES

Business Income/Extra Expense	\$1,000,000
Business Income/Extra Expense Increased Limits	\$0
Course of Construction (Builders Risk)	\$1,000,000
Debris Removal (whichever is greater)	25% or \$500,000
Pollutant Cleanup and Removal, aggregate in any one Policy Year	\$100,000
Fire Department Service Charge	\$5,000
Fire Protection Equipment Discharge	\$5,000
Ordinance or Law Coverage	\$10,000,000
Preservation of Property	\$100,000
Protection of Property	\$100,000



COVERAGE SUMMARY: **PROPERTY (cont.)**

SUPPLEMENT COVERAGE

LIMITS

Unnamed Locations - Unintentional E&O	\$1,000,000	
Communication Towers	\$100,000	
Tree, Shrubs, and Plants are subject to a maximum per item of		
Per Item	\$25,000	
Per Occurrence	\$100,000	
Golf Course Tees and Greens		
Per Item	\$25,000	
Per Occurrence	\$100,000	
Interruption of Computer Operations		
Per occurrence	\$50,000	
Annual Aggregate	\$100,000	
Personal Effects	\$100,000	
Retaining Walls and Other Outdoor Walls	\$10,000	
Underground Sprinkler System	\$100,000	
Utility Services - Direct Damage	\$1,000,000	
Utility Services - Time Element	\$1,000,000	
Limited Fungus/Fungi, Wet Rot, and Dry Rot Coverage		
Direct Damage	\$15,000	
Business Income and Extra Expense	\$15,000	
Extra Expense Number of Days	30 days	
Ancillary Buildings	\$10,000	
Sewer Backup	\$250,000	
Outdoor Property - including but not limited to:	\$100,000	
Fences	Goal Posts	Traffic Lights/Control Boxes
Light Fixtures/Poles	Playground Equipment	Bleachers
Road Signs	Scoreboards	Ticket Booths
Non-Utility Poles	Benches	Dugouts
Fountains	Statues	Bike Racks
Monuments	Fire Hydrants	

All Supplemental Property Coverages are subject to a \$5,000 minimum deductible



COVERAGE SUMMARY: MOBILE EQUIPMENT & MISC. ARTICLES

SCHEDULED LIMITS

	LIMITS
Mobile Equipment greater than or equal to \$10,000 per item	\$329,681
Mobile Equipment less than \$10,000 per item	\$27,768
Other	\$53,447
Tools	\$94,756

Deductible: \$1,000

***Or as indicated on the Schedule**

COVERED COSTS & EXPENSES

Fine Arts	\$1,000,000
Accounts Receivable	\$1,000,000
Valuable Papers and Records	\$1,000,000
Contractors Equipment Non-Owned	
Per Item	\$100,000
Per Occurrence	\$250,000
Rental Expense Reimbursement	\$10,000
Pollutant Clean-Up	\$100,000
Fire Department Equipment	\$50,000
Musical Instruments, Athletic Equipment & Uniforms	\$500,000
Unscheduled Watercrafts	\$100,000



COVERAGE SUMMARY: EQUIPMENT BREAKDOWN

COVERAGE	LIMIT
Total Building and Contents Value	\$35,024,982

Deductible: \$5,000

BI/EE & Utility Interruption Deductible: 24 Hours

COVERAGE EXTENSION

Combined Business Income	Included
Combined Extra Expense	Included
Spoilage Damage	Included
Utility Interruption - Time Element	\$10,000,000
Electronic Data or Media	\$10,000,000
Expediting Expenses	Included
Ordinance or Law	\$10,000,000
Hazardous Substance, Contamination, Pollutants	\$10,000,000
Newly Acquired Property	\$1,000,000
Debris Removal	25% or \$500,000
Water Damage	\$500,000
Emergency Power Generating Equipment 1,000 kw or less	Included

Non Emergency Power Generating Equipment is Excluded.



COVERAGE SUMMARY: **CRIME**

COVERAGE	LIMIT
Blanket Employee Dishonesty	\$500,000
Loss Inside the Premises - Money & Securities	\$500,000
Loss Outside the Premises	\$500,000
Money Orders and Counterfeit Currency	\$500,000
Depositors Forgery or Alterations	\$500,000
Computer Fraud	\$500,000
Funds Transfer Fraud	\$500,000
Social Engineering/False Pretenses	\$50,000

Deductible: \$1,000

The ICRMT Crime Form includes coverage for any of your officials who are required by law to give bonds for the faithful performance of their service against Loss through the failure of any Employee under the supervision of that official to faithfully perform his or her duties as prescribed by law and will meet the requirements for Public Officials bonds up to the statutory limit or policy limit, whichever is less.



COVERAGE SUMMARY: WORKERS' COMPENSATION

COVERAGE

	LIMIT
Workers' Compensation	Statutory
Employer's Liability Limit	
Each Accident	\$2,500,000
Each Employee for Disease	\$2,500,000

Deductible: \$0

ICRMT FEATURES AND BENEFITS

- Volunteers Covered
- Payrolls are subject to an annual audit
- Enhanced Case Management
- Tailored Risk Management Services
- Online Claims Reporting
- Crisis Management Assistance
- Terrorism Coverage Included
- ICRMT Trust Agreement contains a resolution making the program non-assessable



COVERAGE SUMMARY: WC PREMIUM CALCULATION

CODE	CLASSIFICATION	ANNUAL ESTIMATED PAYROLL	RATE	MANUAL PREMIUM
5506	Street & Road	\$228,255	9.06	\$20,680
8810	Clerical	\$234,107	0.44	\$1,030
9102	Parks	\$3,106	5.83	\$181
	TOTALS	\$465,468		\$21,891

Gross Annual Premium		\$21,891
Increased Limit Multiplier	1.02	\$22,329
Minimum Premium	\$1,000	\$22,329
Experience Modifier	1.00	\$22,329
Schedule Modifier	0.70	\$15,630
Expense Modifier		\$15,630
Subtotal		\$15,630
Premium Discount	7.40%	\$14,474
Total Annual Premium		\$14,473



PREMIUM SUMMARY

Presented By:

Illinois Counties Risk Management Trust

Named Insured:	Poplar Grove, Village of
Quote Number:	R1-1001282-2223-01
Policy Year:	DEC 01, 2022 - DEC 01, 2023

Coverage Parts	Premium
General Liability	Included
Law Enforcement Liability	Not Covered
Auto	Included
Public Officials Liability - Claims Made	Included
Property	Included
Inland Marine	Included
Equipment Breakdown	Included
Sales Tax Interruption	Not Covered
Crime	Included
Cyber Liability	Included
Excess Liability	Included
Package Premium	\$68,440
Workers' Compensation	\$14,473
Total Annual Premium	\$82,913



REQUIREMENTS TO BIND

The following must be received prior to binding:

- Signed Acceptance Statement
- Requested Payment Plan (if annual policy)
- Insured's Contact Information (space below)

CONTACT INFORMATION

Name

Title

Phone

Email

Role: (Check all that apply) ☐ Primary Contact ☐ Finance ☐ Claims ☐ Loss Control

CONTACT INFORMATION

Name

Title

Phone

Email

Role: (Check all that apply) ☐ Finance ☐ Claims ☐ Loss Control



ACCEPTANCE STATEMENT

Named Insured: Poplar Grove, Village of
Quote Number: R1-1001282-2223-01
Policy Year: DEC 01, 2022 - DEC 01, 2023

Total Annual Premium	\$82,913
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Terms and Conditions

- The Named Insured can only cancel the Policy at program anniversary and only if 90-day prior written notice of cancellation is given. If required notice is not given, full estimated premium is earned, due and payable.
- All terms and conditions of membership in the Illinois Counties Risk Management Trust are set forth in the Trust by-laws. A copy of this document is available for your review
- Per the Membership Agreement, the member must be with the Trust for 12 months prior to withdrawing and can only withdraw at anniversary date of effective date.

REQUESTED PAYMENT PLAN:

☐ Annual
 ☐ 50/50
 ☐ 25/6

FEIN: _____

Acceptance Statement:

Please accept this as a formal confirmation that all terms and conditions, attached scheduled items, and premiums proposed by the Illinois Counties Risk Management Trust are accepted effective 12/01/2022.

Signature of Official

Date



ILLINOIS COUNTIES RISK MANAGEMENT TRUST

23

INVOICE

PRESENTED BY: ILLINOIS COUNTIES RISK MANAGEMENT TRUST

Named Insured: Poplar Grove, Village of
 Quote Number: R1-1001282-2223-01
 Policy Year: DEC 01, 2022 - DEC 01, 2023

Total Annual Premium	\$82,913
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Premium Due by Effective Date of Coverage.

Based upon the payment plan you select, the following down payment is due:

Annual	
50/50	\$41,457
25/6	\$20,728

Please Make Checks Payable to:

Illinois Counties Risk Management Trust
 6580 Solution Center
 Chicago, IL 60677-6005

Named Insured:	Poplar Grove, Village of
Quote Number:	R1-1001282-2223-01
Package Premium Remitted:	



ILLINOIS COUNTIES RISK MANAGEMENT TRUST

AUTO SCHEDULE

Poplar Grove, Village of

VEH #	YEAR	MAKE	MODEL	VIN	COMP. DED.	COLL. DED.	AGREED VALUE	ORIGINAL COST NEW
1	2012	Ford	F250	A33351	\$1,000	\$1,000		\$20,884
2	2011	Ford	Ranger	B06138	\$1,000	\$1,000		\$15,085
3	2013	GMC	Sierra 2500	308779	\$1,000	\$1,000		\$29,682
4	2016	GMC	Sierra 3500	110362	\$1,000	\$1,000		\$48,262
5	2017	Big Tex	Trailer - Utility 355A-12X	071336	\$1,000	\$1,000		\$2,148
6	2011	Chevrolet	Silverado	415924	\$1,000	\$1,000		\$16,350
8	2006	International	Truck	240749	\$1,000	\$1,000		\$92,859
9	2007	International	Truck	527684	\$1,000	\$1,000		\$94,669
10	2019	Chevrolet	Silverado	245863	\$1,000	\$1,000		\$30,799
11	2019	Isuzu	Street Sweeper	900818	\$1,000	\$1,000		\$165,265
12	2020	International	HV507	2729	\$1,000	\$1,000		\$159,916
13	2021	PJ	Trailer 83x24	053116	\$1,000	\$1,000		\$7,002
14	2021	Ford	F350	1FT8X3BN6MED 73058	\$1,000	\$1,000		\$55,000
15	2022	Dodge	Ram 2500 Crew Cab	23688	\$1,000	\$1,000		\$67,849
16	2022	International	HV507 Snow	232901	\$1,000	\$1,000		\$170,902
TOTAL AGREED VALUE							\$0	
TOTAL ORIGINAL COST NEW							\$976,672	
TOTAL INSURED VALUE							\$976,672	



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
01.01	Dog and Cat Groomer	100 South State Street Poplar Grove, IL 61065	Other Public Building	Replacement Cost / Margin Clause	\$128,152	\$0	\$5,000
01.02	Well #2/Pump House	100 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$568,816	\$18,100	\$5,000
02.01	Garage	200 North Hill Street Poplar Grove, IL 61065	Garage	Replacement Cost / Margin Clause	\$32,600	\$10,800	\$5,000
02.02	New Village Hall	200 North Hill Street Poplar Grove, IL 61065	Office	Replacement Cost / Margin Clause	\$1,879,565	\$163,000	\$5,000
02.03	PIO - Flag pole, backboard, tennis court, bench, signage, trash bins, light pole	200 North Hill Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$187,844	\$0	\$5,000
03.01	Lions Park Pavilion	229 Summit Street Poplar Grove, IL 61065	Parks Buildings	Replacement Cost / Margin Clause	\$6,745	\$0	\$5,000
03.02	Lions Park Restrooms	229 Summit Street Poplar Grove, IL 61065	Parks Buildings	Replacement Cost / Margin Clause	\$43,842	\$1,100	\$5,000
03.03	Maintenance Garage	229 Summit Street Poplar Grove, IL 61065	Other Public Building	Replacement Cost / Margin Clause	\$68,573	\$24,200	\$5,000
03.04	Concession Stand with Pavilion	229 Summit Street Poplar Grove, IL 61065	Other Public Building	Replacement Cost / Margin Clause	\$187,732	\$22,200	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
03.05	PIO - Flag pole, bollards, table, backstop, bench, fencing, bleachers, light pole, playground	229 Summit Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$160,190	\$0	\$5,000
04.01	Memorial Park Gazebo	West Main and State Street Poplar Grove, IL 61065	Parks Buildings	Replacement Cost / Margin Clause	\$7,869	\$0	\$5,000
04.02	Memorial Park Pavilion	West Main and State Street Poplar Grove, IL 61065	Parks Buildings	Replacement Cost / Margin Clause	\$50,586	\$0	\$5,000
04.03	Sign Pavilion	West Main and State Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$2,248	\$0	\$5,000
04.04	PIO - bench, table, flag pole, bike rack, memorial	West Main and State Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$18,661	\$0	\$5,000
05.01	Lift Station Countryside Mall	13505 Harvest Way Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$152,883	\$0	\$5,000
05.02	PIO - Generator-50 KW, bollards, light pole	13505 Harvest Way Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$51,598	\$0	\$5,000
06.01	Lift Station Oak Lawn	4194 Dawson Lake Road Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$206,842	\$0	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
06.02	PIO - Generator-30 KW, fencing	4194 Dawson Lake Road Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$37,209	\$0	\$5,000
07.01	Lift Station Ray St.	203 Beaver Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$140,518	\$0	\$5,000
07.02	PIO - Generator-30 KW, guard rail, bollards	203 Beaver Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$35,298	\$0	\$5,000
08.01	Lift Station Waco Dr. #1	1000 Waco Drive Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$256,304	\$0	\$5,000
08.02	PIO - Generator-80 KW, fencing	1000 Waco Drive Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$64,751	\$0	\$5,000
09.01	Lift Station Waco Dr. #2	502 Waco Drive Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$154,007	\$0	\$5,000
10.01	Lift Station Whiting Rd.	5500 Whiting Road Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$261,925	\$0	\$5,000
11.01	Lift Station Woodstock Rd.	291 Prairie Knoll Drive Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$209,090	\$0	\$5,000
11.02	PIO - Generator-45 KW, fencing	291 Prairie Drive Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$49,237	\$0	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
12.01	Lift Station - Bullard Street	105 Bullard Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$51,711	\$0	\$5,000
13.01	North Plant - Lab Building	610 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$2,150,484	\$63,500	\$5,000
13.02	Generator N-14	610 South State Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$314,760	\$0	\$5,000
13.03	Main Lift Station	610 South State Street Poplar Grove, IL 61056	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$260,801	\$0	\$5,000
13.04	Internal Lift Station	610 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$107,918	\$0	\$5,000
13.05	Fine Screen Building	610 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$302,394	\$0	\$5,000
13.06	Digesters/SBR Tanks/Equalization Tanks	610 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$3,592,758	\$0	\$5,000
13.07	Press Building	610 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$1,298,384	\$0	\$5,000
13.08	Valve Pit	610 South State Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$29,228	\$0	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
13.09	PIO - Bollards, fencing	610 South State Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$28,441	\$0	\$5,000
14.01	South Plant	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$2,876,679	\$60,200	\$5,000
14.02	Generator V-12	12211 Illinois 76 Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$596,919	\$0	\$5,000
14.03	Chemical Storage Building	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$291,153	\$0	\$5,000
14.04	Internal Lift Station	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$68,573	\$0	\$5,000
14.05	Sludge Drying Beds	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$64,076	\$0	\$5,000
14.06	Digesters	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$1,271,405	\$0	\$5,000
14.07	Digester Blower Building	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$593,547	\$0	\$5,000
14.08	SBR Tanks/Equalization Tank	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$4,758,493	\$0	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
14.09	Valve Pit	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatmen t	Replacement Cost / Margin Clause	\$93,304	\$0	\$5,000
14.10	Influent Building	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatmen t	Replacement Cost / Margin Clause	\$2,332,595	\$0	\$5,000
14.11	Flow Meter Vault	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatmen t	Replacement Cost / Margin Clause	\$25,855	\$0	\$5,000
14.12	Main Lift Station	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatmen t	Replacement Cost / Margin Clause	\$357,477	\$0	\$5,000
14.13	Lagoon - Vacant	12211 Illinois 76 Poplar Grove, IL 61065	Vacant Land	Actual Cash Value	\$92,180	\$0	\$5,000
14.14	Sand Filter Valve Pit	12211 Illinois 76 Poplar Grove, IL 61065	Water & Sewer Treatmen t	Replacement Cost / Margin Clause	\$48,338	\$0	\$5,000
14.15	PIO - Fencing, gate, bollards, light pole	12211 Illinois 76 Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$63,402	\$0	\$5,000
15.01	Salt Storage Shed	301 Edson Road Poplar Grove, IL 61065	Storage	Replacement Cost / Margin Clause	\$62,952	\$0	\$5,000
15.02	Truck Storage Shed	301 Edson Road Poplar Grove, IL 61065	Storage	Replacement Cost / Margin Clause	\$105,669	\$46,100	\$5,000
15.03	Garage/Storage	301 Edson Road Poplar Grove, IL 60165	Garage	Replacement Cost / Margin Clause	\$104,545	\$34,400	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
15.04	PIO - Fencing, fuel tank, propane tank, light pole	301 Edson Road Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$34,848	\$0	\$5,000
16.01	Well #3/Pump House	Route 173 and West Grove Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$477,760	\$0	\$5,000
16.02	Water Tower #3 - 150K Gal	Route 173 and West Grove Street Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$1,157,866	\$0	\$5,000
16.03	PIO - Fencing	Route 173 and West Grove Street Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$12,253	\$0	\$5,000
17.01	Well #4/Pump House	4420 Menge Lane Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$495,747	\$0	\$5,000
17.02	Water Tower #2 - 150K Gal	4420 Menge Lane Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$1,362,460	\$0	\$5,000
17.03	PIO - Storage Box	4420 Menge Lane Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$337	\$0	\$5,000
18.01	Well #5 and #6/ Pump House	4870 Woodstock Road Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$817,251	\$0	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCUPANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
19.01	Water Tower - 150K Gal	228 Boeing Trail Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$1,176,977	\$0	\$5,000
19.02	PIO - Tornado Siren, bench	228 Boeing Trail Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$33,949	\$0	\$5,000
20.01	Well #7/Pump House-Vacant	Poplar Grove and Orth Road Poplar Grove, IL 61065	Water & Sewer Treatment	Actual Cash Value	\$125,904	\$0	\$5,000
21.01	Water Tower #7 - 300K Gal	12540 Poplar Grove Road Poplar Grove, IL 61065	Water & Sewer Treatment	Replacement Cost / Margin Clause	\$1,719,937	\$0	\$5,000
23.01	PIO - Sherman Oaks Park	Sherman Ln Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$84,535	\$0	\$5,000
24.01	PIO - West Grove Neighborhood Park	WEST GROVE NEIGHBORHOOD PARK Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$25,630	\$0	\$5,000
25.01	PIO - Bel-Air Park	BEL-AIR PARK Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$37,209	\$0	\$5,000
26.01	PIO - South Poplar Grove Cementary	SOUTH POPLAR GROVE CEMETERY Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$10,455	\$0	\$5,000
27.01	PIO - North Boone Fire Department	305 W Grove St Poplar Grove, IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$32,600	\$0	\$5,000



PROPERTY SCHEDULE

Poplar Grove, Village of

LOC #	DESCRIPTION	ADDRESS	OCCU-PANCY	VALUATION	BUILDING VALUE	BPP VALUE	DEDUCTIBLE
28.01	Vacant Land	Part Street Poplar Grove, IL 61065	Vacant Land	Agreed Amount	\$0	\$0	\$5,000
29.01	PIO	Saratoga Lane Poplar Grove , IL 61065	Property in the Open	Replacement Cost / Margin Clause	\$68,536	\$0	\$5,000
					TOTAL BUILDING VALUE	\$34,581,382	
					TOTAL BPP VALUE	\$443,600	
					TOTAL PROPERTY IN THE OPEN VALUE		
					TOTAL INSURED VALUE	\$35,024,982	



INLAND MARINE SCHEDULE

Poplar Grove, Village of

Mobile Equipment greater than or equal to \$10,000 per item

IM #	YEAR	DESCRIPTION	MAKE/MODEL	SERIAL NUMBER	DEDUCTIBLE	VALUE
3	2017	Mower - MX5200F	Kubota	10655	\$1,000	\$18,200
4	2017	Tractor - Cab/Endloader - Front M5 111	Kubota	54079/A3068	\$1,000	\$61,745
6	2017	Excavator - KX033-4	Kubota	10535	\$1,000	\$44,000
15		Generator - Portable	KatoLite		\$1,000	\$20,000
16		Mower - Batwing	John Deere		\$1,000	\$20,000
17		Mower - Finish 3Pt	Woods		\$1,000	\$10,000
18	1995	Rover - RD11	Wacker		\$1,000	\$20,000
20	2005	Spreader - Sludge	Kuhn Knight		\$1,000	\$20,000
22		Mower - MX2500F	Kubota		\$1,000	\$15,200
23		Tractor	Kubota	1HC0C12	\$1,000	\$37,745
26	2022	Zero Turn Mower	Kubota	61V25KBD	\$1,000	\$20,291
27	2002	Wheel Loader	Volvo L90D	6790-9005	\$1,000	\$42,500

Mobile Equipment less than \$10,000 per item

IM #	YEAR	DESCRIPTION	MAKE/MODEL	SERIAL NUMBER	DEDUCTIBLE	VALUE
1		Plow - 8'6" For Dump Truck #110362	Boss		\$1,000	\$4,822
2		Spreader			\$1,000	\$5,946
5	2017	Mower - Brush Hog	Woods	069034	\$1,000	\$2,150
9	1997	Salt Spreader			\$1,000	\$5,398
10		Snow Blade	Flink	1739	\$1,000	\$1,200
13	2006	Tractor/Mower	Lesco	Z80014	\$1,000	\$6,252
19		Saw - Walk Behind			\$1,000	\$2,000



INLAND MARINE SCHEDULE

Poplar Grove, Village of

Other

IM #	YEAR	DESCRIPTION	MAKE/MODEL	SERIAL NUMBER	DEDUCTIBLE	VALUE
7	2000	Portable Sampler Testing Kit	Isco-Gls	L00115	\$1,000	\$1,890
8	2000	Storm Box	Precision System	351	\$1,000	\$1,557
14		Generator - Portable	Caterpillar		\$1,000	\$50,000

Tools

IM #	YEAR	DESCRIPTION	MAKE/MODEL	SERIAL NUMBER	DEDUCTIBLE	VALUE
11	1998	Power Washer		32041157	\$1,000	\$1,000
12		Snow Plow Blades (6)			\$1,000	\$46,300
21		Miscellaneous Tools & Equipment <\$1,000			\$1,000	\$3,596
24		Welder			\$1,000	\$3,600
25		+ 10% Unscheduled Items			\$1,000	\$40,260
TOTAL INSURED VALUE					\$505,652	



PREMIUM SUMMARY

NAMED INSURED: *Village of Poplar Grove*

EFFECTIVE DATE: *12/01/22-12/01/23*

CARRIER: *Illinois Counties Risk Management Trust*

<i>Coverage</i>	<i>2021-2022</i>	<i>2022-2023</i>
<i>Package & Umbrella</i>	<i>\$57,986.00</i>	<i>\$68,440.00</i>
<i>Workers Compensation</i>	<i>\$15,939.00</i>	<i>\$14,473.00</i>
<i>TOTAL</i>	<i>\$73,925.00</i>	<i>\$82,913.00</i>

POINTS OF INTEREST:

Annual payments and first installment payments are due before 12/1/22.

PAYMENT PLANS:

<i>Annual</i>	<i>\$82,913.00</i>
<i>50/50</i>	<i>\$41,457.00 due by 12/1/2022</i>
<i>25/6</i>	<i>\$20,728.00 due 12/1/22 6 Installments of \$10,364.17</i>

RESOLUTION NUMBER: 2022-42**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE
AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT
WITH MDC ENVIRONMENTAL SERVICES FOR RESIDENTIAL & COMMERCIAL
WASTE DISPOSAL**

WHEREAS, the Village of Poplar Grove (the “Village”) contracts for residential and commercial waste disposal for its residents; and

WHEREAS, in September 2022, the Village issued a Request for Proposal for residential and commercial waste disposal with responses due by October 14, 2022; and

WHEREAS, on November 9, 2022, the Village voted to accept the response to the Request for Proposal for residential and commercial waste disposal submitted by MDC Environmental Services (“MDC”) for a five year, five month term set to begin on January 1, 2023 and expire on April 30, 2028; and

WHEREAS, the Village and MDC have reached an accord as to the terms and conditions upon which MDC will provide residential and commercial waste disposal services to the Village and have memorialized the same in a Residential & Commercial Waste Disposal Agreement, a copy of which is attached hereto as Exhibit A and incorporated herein (“Agreement”); and

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

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby accepts and approves the Agreement attached hereto as Exhibit A, or one in substantially similar form subject to attorney approval.
3. The Village President and Village Clerk are hereby authorized to execute and attest the Contract.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A
RESIDENTIAL & COMMERCIAL WASTE DISPOSAL AGREEMENT

6-2-2-3. - CONNECTION FEES.

- A. Water. Unless otherwise modified through an annexation agreement or other planned unit development agreement, the fee to connect to the Village's water system shall be \$5,000.00 per equivalent residential unit (ERU).
1. The ERU for residential uses shall be defined as follows:
 - a. Efficiency or studio apartment 0.30 ERU
 - b. 1 bedroom apartment 0.45 ERU
 - c. 2 bedroom apartment 0.85 ERU
 - d. 3 bedroom apartment 0.90 ERU
 - e. Single family dwelling 1.00 ERU
 - f. Single family dwelling w/lawn sprinkling system 1.50 ERU
 - g. Mobile home 0.65 ERU
 - h. Duplex 2.0 ERU (1.0 ERU per dwelling unit)
 2. Water-Other Land Use. Land uses other than residential shall supply the Village with the expected daily water demand based on generally accepted engineering practices, which shall be converted to an ERU value by using the conversion factor of 350 gallons/day/ERU. The connection fee shall be then calculated by multiplying the number of ERU's by \$5,000.00/ERU. The Village shall monitor water consumption for said use for the first 12 months of operation and calculate the actual ERU based off of 12 months of consumption data. If it is found that the actual ERU is greater than ten percent (10%) of the calculated ERU, the owner shall pay the difference as an additional connection fee. If it is found that the actual ERU is greater than ten percent (10%) less than the calculated ERU, then the Village shall issue a refund for the amount between the calculated connection fee and the connection fee based off of actual consumption.
- B. Sanitary Sewer. Unless otherwise modified through an annexation agreement or other planned unit development agreement, the fee to connect to the sanitary sewer system shall be \$5,000.00 per equivalent residential unit (ERU).
1. The ERU for residential uses shall be defined as follows:
 - a. Efficiency or studio apartment 0.30 ERU
 - b. 1 bedroom apartment 0.45 ERU
 - c. 2 bedroom apartment 0.85 ERU
 - d. 3 bedroom apartment 0.90 ERU
 - e. Single family dwelling 1.00 ERU
 - f. Mobile home 0.65 ERU
 - g. Duplex 2.0 ERU (1.0 ERU per dwelling unit)
 2. Sanitary Sewer—Other Land Use. Land uses other than residential shall supply the Village with the expected daily water demand based on generally accepted engineering practices, which shall be converted to an ERU value by using the conversion factor of 350 gallons/day/ERU, 0.60 lbs. BOD/day/ERU, 0.70 lbs. TSS/day/ERU and 0.09 lbs. NH_3 /day/ERU. The connection fee shall be then calculated by first determining the highest number of ERU's from either hydraulic load or organic load, and multiplying the number of ERU's by \$5,000.00/ERU. The Village shall monitor water consumption for said use for the first

12 months of operation and calculate the actual ERU based off of 12 months of consumption data. If it is found that the actual ERU is greater than ten percent of the calculated ERU, the owner shall pay the difference as an additional connection fee. If it is found that the actual ERU is greater than ten percent (10%) less than the calculated ERU, then the Village shall issue a refund for the amount between the calculated connection fee and the connection fee based off of actual consumption.

- C. **Building Additions.** To the extent any addition or expansion is made to any existing building or structure that will increase water or sewer usage but does not require the addition of a new service connection or upsized to the existing service connection, the Village shall recalculate the ERU pursuant to paragraphs A. 2. and B. 2. above to account for the addition or expansion and a supplemental connection fee shall be paid by the property owner/user for such increase water or sewer usage. The amount to be paid for such supplemental connection fee shall be calculated by taking the difference between what the connection fee would be for the building based on the recalculated ERU minus the connection fee that was previously paid based off of the original ERU.
- D. **Annexation Required.** Any property desiring to be connected to the Village water or sewer systems must be annexed into the Village or enter into a pre-annexation agreement with the Village if such property is not contiguous to the Village limits at the time of application for connection.
- E. **Reduced Fee for Specific Addresses.** The connection fees for single-family residences connecting to the sewer system or water system shall be 50 percent of the amount specified in subsection A or B of this section for specific addresses, if the Village has agreements with those property owners, provided the property owners hook up within 12 months after the water or sewer facilities become available to the property.

(Ord. 583, 2-10-2003, eff. 7-1-2003; Amd. Ord. 2012-029, 9-10-2012; Ord. No. 2020-13, § Exh. A, 5-20-2020)

RESOLUTION NUMBER: 2022-43**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE
AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE A SEWER
CONNECTION AGREEMENT WITH CONCEPT DEVELOPMENT PARTNERS**

WHEREAS, the Village of Poplar Grove (the “Village”) owns and operates its own sanitary sewer system which includes the South Waste Water Treatment Plant (SWWTP); and

WHEREAS, Concept Development Partners (or its predecessor entity) participated in the funding of an expansion to the SWWTP; and

WHEREAS, in exchange for participating in the funding of the expansion, Concept Development Partners was provided with 999 sewer connections to be utilized in the development of certain parcels of real estate owned by Concept Development Partners which were to be serviced by the SWWTP; and

WHEREAS, to the extent Concept developed this real estate, the Village would not charge Concept a sewer connection fee as Concept had already pre-paid for 999 sewer connections; and

WHEREAS, Concept is no longer developing real estate in the Village but still owns the 999 sewer connections; and

WHEREAS, Concept and the Village have reached an accord as to the terms and conditions upon which Concept’s 999 sewer connections can be sold to third parties desiring to connect to the SWWTP and have memorialized the same in the Sewer Connection Agreement attached hereto as Exhibit A and incorporated herein (“Agreement”); and

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

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

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

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- AGREEMENT

EXHIBIT A

**CONCEPT DEVELOPMENT PARTNERS
SEWER CONNECTION STATUS**

Date	Description	# of Sewer Connections	Price
05/09/05	Concept purchases pre-paid sewer connections	1120	\$ 4,704,000.00
07/28/05	Transfer of sewer connections from Concept to H.R. Braley	-123	\$ (516,600.00)
01/26/06	Transfer of sewer connections from Concept to Groves of Boone Center	-168	\$ (705,600.00)
05/08/06	Receipt of sewer connections from Village in exchange for land for SWWTP (South Sewer Plant)	68	\$ 285,600.00
07/26/07	Transfer of sewer connections from Concept to H.R. Braley	-11	\$ (46,200.00)
08/27/08	Buy-back of sewer connections from Groves of Boone Center by Concept	113	\$ 474,600.00
Balance of sewer connections owned by Concept		999	\$ 4,195,800.00

SEWER CONNECTION AGREEMENT

In and for the mutual covenants and conditions stated herein and other good and valuable consideration, it is hereby mutually agreed between the parties herein, the Village of Poplar Grove and Concept Development Partners, as follows:

I. PARTIES. The parties to this Sewer Connection Agreement (“Agreement”) are as follows:

A. The Village of Poplar Grove, an Illinois Municipal Corporation of the State of Illinois, hereinafter referred to as the “Village”.

Name: The Village of Poplar Grove
 Contact: Donald Sattler, Village President
 Address: 200 North Hill Street
 Poplar Grove, IL 61065
 Phone: 815-765-3201
 Direct: 815-494-0702
 Fax: 815-765-3571

B. Concept Development Partners, an Illinois partnership, hereinafter referred to as “Concept”.

Name: Concept Development Partners
 Contact: Samuel J. Diamond, General Partner
 Address: 3431 W. Elm Street
 McHenry, IL 60050
 Phone: 815-385-6840
 Direct: 815-245-4661
 Fax: 815-385-6875
 E-mail: sam@dlfirm.com

AND

Name: Concept Development Partners
 Contact: James R. Schaid, General Partner
 Address: 4005 N. Kane, Suite H
 McHenry, IL 60050
 Phone: 815-363-2454
 Email: jrs@schaid.net

II. RECITALS. The terms and conditions of this Agreement apply to sewer connections for the Village of Poplar Grove South Waste Water Treatment Plant, (hereinafter the “SWWTP”).

WHEREAS, Concept is the owner of 999 sewer connections as described on Exhibit A attached hereto and incorporated herein; and

WHEREAS, pursuant to the Sewer Service Agreement dated May 9, 2005, Concept purchased these sewer connections at a rate of \$4,200 per single family residential connection; and

WHEREAS, the total amount paid for the 999 sewer connections at \$4,200 per connection owned by Concept is \$4,195,800; and

WHEREAS, to the extent Concept developed real estate that was to be connected to the SWWTP, the Village would not charge Concept a sewer connection fee as Concept had already pre-paid for 999 sewer connections; and

WHEREAS, Concept is no longer developing real estate in the Village but still owns the 999 sewer connections; and

WHEREAS, Concept and the Village desire to set forth herein the terms and conditions upon which Concept's 999 sewer connections can be sold to third parties desiring to connect to the SWWTP.

NOW THEREFORE, the parties hereto agree as follows:

- A. While Concept previously paid \$4,200 per connection, Concept now agrees to a reduction in the connection fee to be paid to Concept for any of Concept's 999 sewer connections which are now sold to third parties from \$4,200 per sewer connection to \$3,800 per connection.
 - i. To the extent the Village receives a request from a third party to purchase a bulk quantity of connections, the Village and Concept agree to negotiate in good faith a further discounted connection fee.
- B. The Village shall be entitled to keep any amounts over the \$3,800 connection fee paid to Concept (e.g. the sewer connection fee is currently \$5,000 per connection and based on this rate, the Village would keep the additional \$1,200 over the amount paid to Concept).
- C. The Village agrees to put the sale of any sewer connections it owns behind Concept (i.e., the Village will not sell its connections prior to Concept's connections being sold). The sale of Concepts 999 connections contemplated in this Agreement shall only apply to connections to the SWWTP that are made after the effective date of this Agreement.
- D. The Village will have full control over who connections are sold to and the amount charged per connection.
- E. Concept will not have any right to withhold the sale of any of its connections.
- F. Commercial/industrial and non-single family residential connections will be based on an ERU calculation and shall be in accordance with the methodology for calculating connection fees for commercial/industrial uses set forth in the Village Code of

Ordinances as may be amended from time to time. See Village Code of Ordinance Section 6-2-2-3b, copy attached hereto and made a part hereof as Exhibit B.

- G. The term of this Agreement will be twenty (20) years so long as there is no breach of this Agreement. If after twenty (20) years Concept still has connections that have not been sold, Concept shall have the option to extend the term of this Agreement for an additional ten (10) years, however, Concept will forfeit half of the remaining connections (and the capacity they represent). If after thirty (30) years Concept still has connections that have not been sold, those remaining connections (and the capacity they represent) are forfeited by Concept.
- H. This Agreement does not apply to any other developers or entities that have their own pre-paid connections to the SWWTP or have allocated but unpaid connections to the SWWTP.
- I. The Village shall remit payment for sold sewer connections to Concept within sixty (60) days of Village's receipt of funds with such payment to be made payable to Diamond Legal Trust Account and mailed to 3431 W. Elm Street, McHenry, IL 60050.
- J. On or before January 30 of each year, the Village will provide Concept with an annual accounting in writing of all applicable sewer connections to the SWWTP issued by the Village in the previous year, with the first accounting due on or before March 31, 2023.

III. GENERAL PROVISIONS.

- A. **BREACH.** In the event of a breach or default of any provision of this Agreement, the not breaching party shall have any and all remedies available to it at law or in equity. In action to enforce the terms and conditions of this Agreement, the prevailing party shall be entitled to recover from the other party its reasonable costs and expenses, including attorneys' fees. A "prevailing party" shall be a party who has obtained affirmative relief from another or other parties either by injunctive relief or a monetary award.
- B. **WAIVER.** The failure of any party to insist upon strict performance of any of the terms, covenants or conditions of this Agreement shall not be deemed a waiver of any rights or remedies which that party may have hereunder, at law or in equity, and shall not be deemed a waiver of any subsequent breach or default in any of such terms, covenants or conditions. No waiver by any party of any default under this Agreement shall be effective or binding on such party unless made in writing by such party and no such waiver shall be implied from any omission by a party to take action in respect to such default. No express written waiver of any default shall affect any other default or cover any other period of time other than any default and/or period of time specified in such express waiver.
- C. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts each of which in the aggregate shall constitute one and the same instrument.

- D. SEVERABILITY. If any provision of this Agreement, or the application thereof to any person or circumstance, is found to be invalid, the remainder of the provisions of this Agreement, of the application of such provision to persons or circumstances other than those as to which it is found to be invalid, as the case may be, shall not be affected thereby.
- E. NOTICE. Notice to any one of a multiple person party shall be sufficient notice to all. All notices pursuant to this Agreement shall be in writing and shall be served by one party to the other party in the following manner:
1. By personal delivery; or
 2. By mailing to the addresses recited herein by regular mail and by certified mail, return receipt requested. Except as otherwise provided herein, Notice served by certified mail shall be effective on the date of mailing; or
 3. By facsimile transmission. Notice shall be effective as of date and time of the transmission, provided that the Notice transmitted shall be sent on Business Days during Business Hours. In the event Notice is transmitted during non-business hours, the effective date and time of Notice is the first hour of the next Business Day after transmission; or
 4. By commercial overnight delivery (e.g., FedEx, UPS, etc.). Such Notice shall be effective on the next Business Day following deposit with the overnight delivery company.
- F. VENUE. In any action or proceeding among the parties herein arising out of or in connection with this Agreement or the breach or enforcement thereof, venue shall properly lie in the 17th Judicial Circuit of Boone County, Illinois and each of the parties herein waives any objection to the commencement or transfer of any such action in or to said venue.
- G. PERFORMANCE. Time is of the essence of this Agreement.
- H. SUCCESSORS AND ASSIGNS. The terms and provisions of this Agreement shall inure to the parties herein and their successors and assigns.
- I. AMENDMENTS. This Agreement may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such amendment, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the Parties hereto.
- J. ENTIRETY OF THE AGREEMENT. This Agreement is the agreement between the Parties hereto as it now exists at the execution hereof and it is expressly understood, agreed and distinctly acknowledged that all previous communications and negotiation between the Parties, either written or oral, that are not contained herein are hereby withdrawn, nullified, and void.

K. **CONFLICT.** To the extent that any provisions of this Agreement conflicts with any term or condition set forth in any other documents or agreements, including, but not limited to, the Sewer Service Agreement dated May 9, 2005 or any applicable annexation agreement, the provisions of this Agreement shall supersede and control to the extent of such conflict. All other provisions of these other documents or agreements not in conflict with this Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties have executed this document this ____ day of _____, 2022.

THE VILLAGE OF POPLAR GROVE,
an Illinois municipal corporation

By: _____

As Its: _____

CONCEPT DEVELOPMENT PARTNERS,
an Illinois partnership

By: _____

Samuel J. Diamond

As Its: General Partner

By: _____

James R. Schaid

As Its: General Partner

By: _____

Kenneth Koreba

As Its: General Partner

By: _____

Robert Young

As Its: General Partner

EXHIBIT A

EXHIBIT B

RESOLUTION NUMBER: 2022-39**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE THE APPOINTMENT AND AUTHORIZATION OF A TRUSTEE TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH BELVIDERE TOWNSHIP PARK DISTRICT IN THE ABSENCE OF VILLAGE PRESIDENT SIGNATURE**

WHEREAS, the Village of Poplar Grove (the “Village”) desires to collaborate with the Belvidere Township Park District (the “District”) to create a public park on the real properties owned by the Village commonly known as 211-217 Saratoga Lane, Poplar Grove, IL and with PINs: 05-11-227-016; 05-11-227-015; and 05-11-227-014 (collectively referred to herein as the “Property”); and

WHEREAS, the Village and the District have reached an accord as to the terms and conditions upon which the park will be constructed, funded and maintained and have memorialized the same in an Intergovernmental Agreement, a copy of which is attached hereto as Exhibit A and incorporated herein (“Agreement”); and

WHEREAS, the Village President recently vetoed Village Board approval of the Resolution approving the agreement; and

WHEREAS, the Village Board reconsidered a Village President veto of the Intergovernmental Agreement on November 1, 2022 and November 9, 2022 and chose to approve said agreement and ratify said action; and

WHEREAS, the Village President has not indicated whether or not he plans to execute the documents; and

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

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby approves the appointment and authorization of Trustee _____ to execute the Intergovernmental Agreement with Belvidere Township Park District in the absence of Village President signature.
3. The Village Clerk is hereby authorized to execute and attest the Agreement.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2022

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A: AGREEMENT