



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, November 19, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee Meeting Minutes from October 22, 2025

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. Collector, Miller

3. Treasurer, Sikich

4. Wastewater, Test

5. Engineer, McMhaon

6. Public Works, Howe

UNFINISHED BUSINESS

- [7.](#) Motion to Discuss 100 S State Street (old village hall)
- [8.](#) Motion to discuss/approve **Resolution 2025-26**, a Resolution Creating a Hiring Policy for the Village of Poplar Grove.
- [9.](#) Motion to discuss/approve **Resolution 2025-27**, a Resolution of the Village of Poplar Grove, Illinois authorizing the Village to approve a revision to the Village Hall Rental Agreement and Policy.
- [10.](#) Motion to discuss/approve **Resolution 2025-28**, a resolution of the Village of Poplar Grove, Illinois, approving the risk management proposal from Illinois Counties Risk Management Trust for general liability, automobile, public officials liability, crime, property, cyber, excess, and workers compensation insurance.
- [11.](#) Motion to discuss/approve **Ordinance 2025-29**, an Ordinance amending Title II Business and License Regulations, Chapter 6 Raffles, Section 2-6-5 Issuance and Section 2-6-6 Fees of the Code of Ordinances for the Village of Poplar Grove.

NEW BUSINESS

- [12.](#) Motion to approve/discuss **Ordinance 2025-31**, an ordinance amending the Code of Ordinances of the Village of Poplar Grove, Illinois, relating to the adoption of the 2021 International Building Code and amendments thereto.
- [13.](#) Motion to discuss/approve check disbursement for payments scheduled to be paid November 20, 2025, in the amount of \$637,663.15 in AP checks, \$22,769.15 in EFTs, and estimated payroll of \$42,449.91 for a total of \$702,882.21
- [14.](#) Motion to dicuss SCADA upgrade

GOOD OF THE VILLAGE

12th Annual Christmas Tree Lighting - November 22, 2025 - 4:00 pm - 6:00 pm

Village Hall closed for Thanksgiving Holiday November 27-28, 2025

Board of Trustees Meeting - December 10, 2025 - 7:00 pm

Board of Trustees Meeting - December 17, 2025 - 7:00 pm

Village Hall closed for Christmas Holiday December 24-25, 2025

Village Hall closed for New Year's Holiday December 31, 2025-January 1, 2026

ADJOURNMENT (Voice Vote)

KJM 11/17/2025



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Wednesday, October 22, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

President Kristi Richardson
Admin Chairman Owen Costanza
Finance Chairman Jeff Goings
Trustee David Allgood
Trustee Dan Cheek
Trustee Sinae Hubbard
Trustee Mark Vance
Attorney David Kurlinkis
Clerk Karri Miller
Building Official Ken Garrett
Engineer Chris Dopkins

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

No phone participation

APPROVAL OF AGENDA (Voice Vote)

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee Meeting Minutes from September 24, 2025.

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

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

No public comment

DEPARTMENT REPORTS

2. Eningeer, McMahon
No questions
3. PublicWorks, Howe
No questions
4. WasteWater, Test
Trustee Goings asked Engineer Dopkins to look into why the South Plant Comed bill is so high.

UNFINISHED BUSINESS

5. Motion to disucss Hiring Policy
Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza.
Discussion only
6. Motion to discuss Lions Park Agreement
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only

NEW BUSINESS

7. Motion to approve **Ordinance 2025-27**, an ordinance of the Village of Poplar Grove authorizing a special use permit for a restaurant with drive-through for the property commonly known as 13675 IL Route 76, Poplar Grove, IL, with PIN 03-26-200-010, and for an approximately 0.30 acre portion of the property with PIN 03-26-200-008 located in the GB (General Business) District.
Motion made by Trustee Allgood, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
8. Motion to approve **Ordinance 2025-28**, an ordinance rezoning an approximately 0.30 acre portion of the property with PIN 03-26-200-008 from R-2 (Single Family Residential 2 District) to GB (General Business) in the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Goings, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

9. Motion to discuss/approve check disbursement for payments scheduled to be paid October 23, 2025, in the amount of \$394,576.36 in AP checks, \$22,694.83 in EFTs, \$16,806.60 in Insurance, and estimated payroll of \$56,947.71 for a total of \$491,025.50
Motion made by Trustee Allgood, Seconded by Finance Chairman Goings.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
10. Motion to discuss Raffle Permit Ordinance
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only
11. Motion to discuss Hall Rentals
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.
Discussion Only
12. Motion to discuss ADT Quote for security/fire and cameras
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.
Discussion only
13. Motion to discuss Liability insurance for the Village of Poplar from IMLRMA and ICRMT
Motion made by Trustee Cheek, Seconded by Finance Chairman Goings.
Discussion only
14. Motion to discuss permit inspection, code enforcement and zoning services
Motion made by Trustee Vance, Seconded by Trustee Hubbard.
Discussion only

GOOD OF THE VILLAGE

Trick-Or-Treating - October 31, 2025 - 4:00 pm to 7:00 pm

Board of Trustee Meeting - November 12, 2025- 7:00 pm

Board of Trustees Meeting - November 19, 2025-7:00 pm

Village Hall closed for Thanksgiving Holiday November 27-28, 2025

EXECUTIVE SESSION

15. Motion to go into executive session pursuant to 5 ILCS 120/2(c)(11) to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
Motion made by Finance Chairman Goings, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
went into executive session at 9:09 pm

Motion made by Finance Chairman Goings, Seconded by Trustee Vance.
 Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,
 Trustee Cheek, Trustee Hubbard, Trustee Vance
 went into open session at 9:17pm

PRESENT

President Kristi Richardson
 Admin Chairman Owen Costanza
 Finance Chairman Jeff Goings
 Trustee David Allgood
 Trustee Dan Cheek
 Trustee Sinae Hubbard
 Trustee Mark Vance
 Attorney David Kurlinkis
 Clerk Karri Miller

NEW BUSINESS

16. Motion to approve **Resolution 2025-24**, a resolution of the Village of Poplar Grove, Illinois, approving and authorizing the Village President to execute a settlement agreement with Louis Tenore, Jr.
 Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza.
 Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

17. Motion to approve **Resolution 2025-25**, a resolution of the Village of Poplar Grove, Illinois, approving and authorizing the Village President to execute a settlement agreement with Kristen Lee Tenore.
 Motion made by Finance Chairman Goings, Seconded by Trustee Vance.
 Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

ADJOURNMENT (Voice Vote)

Motion made by Finance Chairman Goings, Seconded by Trustee Vance. Motion passed via voice vote.
 The meeting adjourned at 9:19pm

Collector Monthly Reporting

For October 2025

	Total Cash Receipts
Week 1 - 10/1/25-10/4/25	\$ 20,033.94
Week 2 10/5/25-10/11/25	\$ 53,774.22
Week 3 10/12/25-10/18/25	\$ 202,059.20
Week 4 10/19/25-10/25/25	\$ 34,427.45
Week 5 10/26/25-10/31/25	\$ 15,082.03
TOTAL CASH RECEIPTS	\$ 325,376.84

Month Breakdown of Cash Receipts	
Accounts Receivables - Other	\$ 1,160.03
State Income Taxes	\$ 96,846.37
State Use Taxes	\$ 4,149.85
State Telecommunications Tax	\$ 3,381.13
State Sales Taxes	\$ 52,333.84
State Video Gaming Tax	\$ 9,710.11
Replacement Tax	\$ 1,083.37
State Local Share of Cannabis	\$ 608.60
Municipal Utility Tax - Electric	\$ 22,590.07
Municipal Utility Tax - Natural Gas	\$ 3,892.01
Filing Fees	\$ 100.00
Building Permit Fees	\$ 3,309.00
Video Gaming Licenses	\$ 2.00
Rents Received	\$ 3,225.00
Miscellaneous Revenue	\$ 38.62
Motor Fuel Tax	\$ 20,195.61
Utility Billing Accounts Receivable	\$ 102,751.23
TOTAL	\$ 325,376.84

Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
10/31/2025	CR					
CR Trx #: 129569						
GL Trx #: 51618			31-00-1020	CASH IN BANK	232.59	
POSTED			31-00-1401	ACCOUNTS RECEIVABLE		232.59
					232.59	232.59
10/31/2025	CR					
CR Trx #: 129570						
GL Trx #: 51618			31-00-1020	CASH IN BANK	312.23	
POSTED			31-00-1401	ACCOUNTS RECEIVABLE		312.23
					312.23	312.23
					325,376.84	325,376.84
TOTALS:						
		CASH IN BANK	01-00-1020		202,430.00	
		ACCOUNTS RECEIVABLE - OTHER	01-00-1400			1,160.03
		STATE INCOME TAXES	01-00-3100			96,846.37
		STATE USE TAXES	01-00-3101			4,149.85
		STATE TELECOMMUNICATIONS TAX	01-00-3102			3,381.13
		STATE SALES TAXES	01-00-3103			52,333.84
		STATE VIDEO GAMING TAX	01-00-3104			9,710.11
		REPLACEMENT TAX	01-00-3105			1,083.37
		STATE LOCAL SHARE OF CANNABIS USE	01-00-3106			608.60
		MUNICIPAL UTILITY TAX - ELECTRICIT	01-00-3200			22,590.07
		MUNICIPAL UTILITY TAX - NATURAL GA	01-00-3201			3,892.01
		FILING FEES	01-00-3301			100.00
		BUILDING PERMIT FEES	01-00-3400			3,309.00
		VIDEO GAMING LICENSES	01-00-3401			2.00
		RENTS RECEIVED	01-00-3500			3,225.00
		MISCELLANEOUS REVENUE	01-00-3800			38.62
		MFT CASH IN BANK	20-00-1020		20,195.61	
		MOTOR FUEL TAX	20-00-3120			20,195.61
		CASH IN BANK	31-00-1020		99,238.55	
		CASH IN BANK - BYRON BANK	31-00-1022		3,512.68	
		ACCOUNTS RECEIVABLE	31-00-1401			102,751.23
GRAND TOTAL:					325,376.84	325,376.84



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

www.villageofpoplargo.com

COLLECTORS REPORT

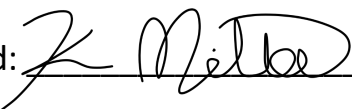
Month: October 2025

Tasks & Activities

- All weekly reporting has been completed and filed.
- Daily Cash Deposits reviewed.
- Daily Cash Out Procedures reviewed.
- Monthly Petty Cash Reconciliation completed.
- Accounts Payable invoices reviewed, entered, and processed accordingly.

Reporting

Provided a weekly and monthly breakdown of cash receipts.

Signed: 

Date: 11/17/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 01 - GENERAL FUND						
Revenues						
Dept 00						
01-00-3010	PROPERTY TAXES - CORPORATE	295,694.00	288,791.72	0.00	6,902.28	97.67
01-00-3011	PROPERTY TAXES - ROAD & BRIDGE	94,000.00	86,429.27	0.00	7,570.73	91.95
01-00-3012	PROPERTY TAXES - AUDIT	15,000.00	14,662.55	0.00	337.45	97.75
01-00-3013	PROPERTY TAXES - LIABILITY INSURANCE	21,000.00	20,513.96	0.00	486.04	97.69
01-00-3014	PROPERTY TAXES - SOCIAL SECURITY	20,000.00	19,545.60	0.00	454.40	97.73
01-00-3100	STATE INCOME TAXES	883,000.00	499,290.41	96,846.37	383,709.59	56.54
01-00-3101	STATE USE TAXES	55,000.00	23,107.60	4,149.85	31,892.40	42.01
01-00-3102	STATE TELECOMMUNICATIONS TAX	44,000.00	20,770.44	3,381.13	23,229.56	47.21
01-00-3103	STATE SALES TAXES	500,000.00	275,152.96	52,333.84	224,847.04	55.03
01-00-3104	STATE VIDEO GAMING TAX	135,000.00	66,302.04	9,710.11	68,697.96	49.11
01-00-3105	REPLACEMENT TAX	7,000.00	3,761.05	1,083.37	3,238.95	53.73
01-00-3106	STATE LOCAL SHARE OF CANNABIS USE TAX	8,000.00	3,865.45	608.60	4,134.55	48.32
01-00-3200	MUNICIPAL UTILITY TAX - ELECTRICITY	120,000.00	72,473.01	22,590.07	47,526.99	60.39
01-00-3201	MUNICIPAL UTILITY TAX - NATURAL GAS	112,000.00	31,798.37	3,892.01	80,201.63	28.39
01-00-3205	MUNICIPAL TAX MEDIACOM/COMCAST	39,500.00	15,977.31	0.00	23,522.69	40.45
01-00-3300	CODE VIOLATION FEES	5,000.00	18,800.00	18,800.00	(13,800.00)	376.00
01-00-3301	FILING FEES	2,000.00	44,375.00	100.00	(42,375.00)	2,218.75
01-00-3400	BUILDING PERMIT FEES	100,000.00	58,752.00	3,309.00	41,248.00	58.75
01-00-3401	VIDEO GAMING LICENSES	1,600.00	2.00	2.00	1,598.00	0.13
01-00-3402	GARBAGE AND REFUSE STICKERS	0.00	0.00	0.00	0.00	0.00
01-00-3403	OTHER LICENSE FEES	1,000.00	530.00	0.00	470.00	53.00
01-00-3405	TRUCK PERMITS	500.00	0.00	0.00	500.00	0.00
01-00-3406	LIQUOR LICENSES	22,000.00	100.00	0.00	21,900.00	0.45
01-00-3408	TOBACCO LICENSE FEES	200.00	600.00	0.00	(400.00)	300.00
01-00-3500	RENTS RECEIVED	22,000.00	11,325.00	3,225.00	10,675.00	51.48
01-00-3501	IMPACT FEES	0.00	0.00	0.00	0.00	0.00
01-00-3502	RECAPTURE FEES	0.00	0.00	0.00	0.00	0.00
01-00-3505	GASB 87 LEASE RECEIPTS	0.00	0.00	0.00	0.00	0.00
01-00-3700	FEDERAL GRANT REVENUE	2,000.00	0.00	0.00	2,000.00	0.00
01-00-3701	STATE GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
01-00-3702	LOCAL GRANT REVENUE	10,000.00	0.00	0.00	10,000.00	0.00
01-00-3800	MISCELLANEOUS REVENUE	0.00	2,757.05	1,061.37	(2,757.05)	100.00
01-00-3801	DONATIONS/CONTRIBUTIONS	0.00	1,150.00	0.00	(1,150.00)	100.00
01-00-3802	KNOLLS HOA ARBORETUM DONATION	0.00	0.00	0.00	0.00	0.00
01-00-3803	PARK DONATIONS	0.00	0.00	0.00	0.00	0.00
01-00-3806	ESCROW HAWTHORN MEADOWS REVENUE	0.00	0.00	0.00	0.00	0.00
01-00-3860	INSTALLMENT CONTRACT ISSUANCE	0.00	0.00	0.00	0.00	0.00
01-00-3865	LINE OF CREDIT	0.00	0.00	0.00	0.00	0.00
01-00-3900	INTEREST	125,000.00	89,767.75	6,331.24	35,232.25	71.81
01-00-3901	COUNTY PROPERTY TAX INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
01-00-3902	GASB 87 INTEREST REVENUE	0.00	0.00	0.00	0.00	0.00
01-00-5031	TRANSFERS IN - FROM WATER / SEWER FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 00		2,640,494.00	1,670,600.54	227,423.96	969,893.46	63.27
TOTAL REVENUES		2,640,494.00	1,670,600.54	227,423.96	969,893.46	63.27
Expenditures						
Dept 50 - ADMIN						
01-50-4000	SALARIES	160,000.00	87,031.04	30,047.81	72,968.96	54.39
01-50-4010	SALARIES - OVERTIME	300.00	60.28	13.42	239.72	20.09
01-50-4100	SOCIAL SECURITY - EMPLOYER	9,200.00	5,023.21	1,176.94	4,176.79	54.60
01-50-4101	MEDICARE - EMPLOYER	2,200.00	1,174.86	416.75	1,025.14	53.40

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 01 - GENERAL FUND						
Expenditures						
01-50-4102	WORKERS COMPENSATION INSURANCE	11,000.00	9,601.00	0.00	1,399.00	87.28
01-50-4103	UNEMPLOYMENT COMPENSATION	350.00	44.46	0.00	305.54	12.70
01-50-4104	IMRF EMPLOYER	5,600.00	3,383.57	691.83	2,216.43	60.42
01-50-4105	LIFE INSURANCE - EMPLOYER	350.00	193.62	25.61	156.38	55.32
01-50-4106	HEALTH INSURANCE EXPENSE	32,000.00	23,469.32	4,879.28	8,530.68	73.34
01-50-4200	GENERAL INSURANCE EXPENSE	110,498.00	48,148.00	0.00	62,350.00	43.57
01-50-4201	CONTRACTED LABOR - OTHER	0.00	757.25	0.00	(757.25)	100.00
01-50-4202	TELEPHONE & INTERNET SERVICES	9,600.00	4,345.70	786.56	5,254.30	45.27
01-50-4203	WEB SITE MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
01-50-4204	UTILITIES	0.00	0.93	0.00	(0.93)	100.00
01-50-4205	TRAVEL/MEALS/LODGING	6,500.00	0.00	0.00	6,500.00	0.00
01-50-4206	SECURITY SYSTEM	2,700.00	1,370.46	239.46	1,329.54	50.76
01-50-4207	TRAINING	6,000.00	4,360.16	3,060.16	1,639.84	72.67
01-50-4208	POSTAGE	2,250.00	1,259.53	459.53	990.47	55.98
01-50-4209	PUBLICATION COST	2,500.00	362.40	0.00	2,137.60	14.50
01-50-4210	PRINTING	0.00	0.00	0.00	0.00	0.00
01-50-4211	AUDITING SERVICES	20,000.00	28,033.60	2,000.00	(8,033.60)	140.17
01-50-4212	ENGINEERING SERVICES	15,000.00	3,453.72	0.00	11,546.28	23.02
01-50-4213	LEGAL SERVICES	85,000.00	42,904.04	3,477.25	42,095.96	50.48
01-50-4214	OFFICE SYSTEM SUPPORT	23,000.00	11,680.55	1,875.59	11,319.45	50.79
01-50-4215	CONTRACT INSPECTION SERVICES	0.00	0.00	0.00	0.00	0.00
01-50-4216	CONTRACT CODE ENFORCEMENT	0.00	0.00	0.00	0.00	0.00
01-50-4217	PROFESSIONAL DUES	4,300.00	397.00	0.00	3,903.00	9.23
01-50-4218	CODIFICATION	0.00	0.00	0.00	0.00	0.00
01-50-4219	CUSTODIAL SERVICES	9,500.00	873.00	0.00	8,627.00	9.19
01-50-4220	RENTAL PROPERTY REPAIRS	2,500.00	0.00	0.00	2,500.00	0.00
01-50-4221	VILLAGE CLERK ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
01-50-4222	REFUSE AND RECYCLING EXPENSES	300.00	0.00	0.00	300.00	0.00
01-50-4223	IT SERVICES	10,000.00	13,039.33	1,814.45	(3,039.33)	130.39
01-50-4237	PLANNING SERVICES	0.00	0.00	0.00	0.00	0.00
01-50-4240	PROFESSIONAL SERVICES	10,000.00	33,499.85	7,579.60	(23,499.85)	335.00
01-50-4270	BOND AGENT FEE	500.00	500.00	500.00	0.00	100.00
01-50-4300	OFFICE SUPPLIES	5,600.00	4,043.06	160.24	1,556.94	72.20
01-50-4301	MAINTENANCE SUPPLIES	3,500.00	908.66	47.00	2,591.34	25.96
01-50-4302	OPERATING SUPPLIES	1,700.00	1,201.15	83.78	498.85	70.66
01-50-4400	CAPITAL OUTLAY - VILLAGE HALL EQUIPMENT	0.00	20,103.35	0.00	(20,103.35)	100.00
01-50-4500	MISCELLANEOUS EXPENSE	1,000.00	428.50	(42.79)	571.50	42.85
01-50-4501	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
01-50-4660	ESCROW DISBURSEMENTS	0.00	0.00	0.00	0.00	0.00
01-50-4740	PAYMENT TO ESCROW AGENT	0.00	0.00	0.00	0.00	0.00
01-50-4752	INTEREST ON BONDS/NOTES	228,226.00	116,948.34	19,491.39	111,277.66	51.24
01-50-4970	SIMERL LAND REPAYMENT	0.00	0.00	0.00	0.00	0.00
01-50-4971	LAND PURCHASE	0.00	0.00	0.00	0.00	0.00
Total Dept 50 - ADMIN		786,174.00	468,599.94	79,388.86	317,574.06	59.61
Dept 51 - PUBLIC SAFETY						
01-51-4223	IT SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 51 - PUBLIC SAFETY		10,000.00	0.00	0.00	10,000.00	0.00
Dept 52 - PARKS						
01-52-4000	SALARIES	132,000.00	54,744.92	18,467.70	77,255.08	41.47
01-52-4010	SALARIES - OVERTIME	1,000.00	64.91	42.85	935.09	6.49

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2025	MONTH 10/31/2025	BALANCE	USED
Fund 01 - GENERAL FUND						
Expenditures						
01-52-4100	SOCIAL SECURITY - EMPLOYER	7,600.00	3,245.53	1,102.49	4,354.47	42.70
01-52-4101	MEDICARE - EMPLOYER	1,800.00	759.34	257.82	1,040.66	42.19
01-52-4102	WORKERS COMPENSATION INSURANCE	8,400.00	0.00	0.00	8,400.00	0.00
01-52-4103	UNEMPLOYMENT COMPENSATION	250.00	53.20	13.19	196.80	21.28
01-52-4104	IMRF EMPLOYER	4,600.00	2,474.52	864.41	2,125.48	53.79
01-52-4105	LIFE INSURANCE - EMPLOYER	250.00	158.56	34.40	91.44	63.42
01-52-4106	HEALTH INSURANCE	36,000.00	11,544.51	3,391.18	24,455.49	32.07
01-52-4204	UTILITIES	0.00	0.00	0.00	0.00	0.00
01-52-4222	REFUSE AND RECYCLING EXPENSES	0.00	0.00	0.00	0.00	0.00
01-52-4224	COMMUNITY EVENTS	0.00	0.00	0.00	0.00	0.00
01-52-4225	LANDSCAPING PARKS	9,000.00	4,182.35	0.00	4,817.65	46.47
01-52-4240	PROFESSIONAL SERVICES	2,000.00	1,826.06	0.00	173.94	91.30
01-52-4303	GASOLINE AND OIL	0.00	0.00	0.00	0.00	0.00
01-52-4304	MAINTENANCE SUPPLIES	10,000.00	4,678.44	403.37	5,321.56	46.78
01-52-4402	CAPITAL OUTLAY - PARK BUILDINGS & EQUIP	0.00	948.42	0.00	(948.42)	100.00
01-52-4403	CAPITAL OUTLAY - PARK MAINTENANCE EQUIP	0.00	0.00	0.00	0.00	0.00
01-52-4404	CAPITAL OUTLAY - ARBORETUM IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
01-52-4405	CAPITAL OUTLAY - PLAYGROUND CONSTRUCTIO	0.00	0.00	0.00	0.00	0.00
01-52-4406	CAPITAL OUTLAY - PARK IMPROVEMENTS	0.00	5,960.00	0.00	(5,960.00)	100.00
01-52-4440	PARKS EQUIPMENT	0.00	5,148.30	720.00	(5,148.30)	100.00
Total Dept 52 - PARKS		212,900.00	95,789.06	25,297.41	117,110.94	44.99
Dept 53 - STREETS						
01-53-4000	SALARIES	150,000.00	54,093.18	22,579.09	95,906.82	36.06
01-53-4010	SALARIES - OVERTIME	1,000.00	77.06	55.10	922.94	7.71
01-53-4080	STREETS UNIFORM ALLOWANCE	5,750.00	1,959.74	528.78	3,790.26	34.08
01-53-4100	SOCIAL SECURITY - EMPLOYER	8,700.00	3,300.33	1,381.07	5,399.67	37.93
01-53-4101	MEDICARE - EMPLOYER	2,000.00	771.65	322.94	1,228.35	38.58
01-53-4102	WORKERS COMPENSATION INSURANCE	9,600.00	0.00	0.00	9,600.00	0.00
01-53-4103	UNEMPLOYMENT COMPENSATION	300.00	21.25	16.95	278.75	7.08
01-53-4104	IMRF - EMPLOYER	5,300.00	2,660.98	1,051.28	2,639.02	50.21
01-53-4105	LIFE INSURANCE - EMPLOYER	300.00	164.70	40.80	135.30	54.90
01-53-4106	HEALTH INSURANCE	41,000.00	12,435.34	4,270.34	28,564.66	30.33
01-53-4107	UNIFORM CLEANING SERVICES	0.00	0.00	0.00	0.00	0.00
01-53-4202	TELEPHONE & INTERNET SERVICES	7,000.00	3,225.12	600.00	3,774.88	46.07
01-53-4204	UTILITIES	7,500.00	1,588.43	0.00	5,911.57	21.18
01-53-4205	TRAVEL/MEALS/LODGING	500.00	0.00	0.00	500.00	0.00
01-53-4207	TRAINING	1,200.00	524.20	0.00	675.80	43.68
01-53-4226	VEHICLE MAINTENANCE	20,000.00	3,123.66	1,007.82	16,876.34	15.62
01-53-4227	EQUIPMENT MAINTENANCE	20,000.00	8,067.54	4,809.75	11,932.46	40.34
01-53-4228	MAINTENANCE	18,000.00	11,399.56	433.97	6,600.44	63.33
01-53-4229	SNOW PLOW MAINTENANCE	20,000.00	0.00	0.00	20,000.00	0.00
01-53-4230	STREET LIGHTING SERVICES	40,000.00	20,157.97	24.99	19,842.03	50.39
01-53-4231	SHOP BUILDING - HEAT	3,000.00	0.00	0.00	3,000.00	0.00
01-53-4232	ENGINEERING SERVICES	6,000.00	0.00	0.00	6,000.00	0.00
01-53-4233	CONTRACTED SNOW PLOWING	0.00	0.00	0.00	0.00	0.00
01-53-4240	PROFESSIONAL SERVICES	10,000.00	6,903.38	935.00	3,096.62	69.03
01-53-4301	MAINTENANCE SUPPLIES	20,000.00	14,293.30	1,761.62	5,706.70	71.47
01-53-4302	OPERATING SUPPLIES	20,000.00	3,289.55	818.41	16,710.45	16.45
01-53-4303	GASOLINE AND OIL	30,000.00	7,541.33	1,225.62	22,458.67	25.14
01-53-4304	SALT PURCHASES	60,000.00	44,711.12	0.00	15,288.88	74.52
01-53-4309	JULIE LOCATES	1,500.00	0.00	0.00	1,500.00	0.00
01-53-4407	CAPITAL OUTLAY - VEHICLES & EQUIPMENT	72,735.00	38,675.12	5,521.98	34,059.88	53.17
01-53-4408	CAPITAL OUTLAY - STORM SEWER CONSTRUCTI	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 01 - GENERAL FUND						
Expenditures						
01-53-4409	CAPITAL OUTLAY - ROAD CONSTRUCTION	100,000.00	0.00	0.00	100,000.00	0.00
01-53-4410	CAPITAL OUTLAY - STREET LIGHTING	7,500.00	0.00	0.00	7,500.00	0.00
01-53-4500	MISCELLANEOUS EXPENSE	1,000.00	750.00	0.00	250.00	75.00
01-53-4811	INTEREST EXPENSE	8,344.00	5,878.77	901.02	2,465.23	70.46
Total Dept 53 - STREETS		698,229.00	245,613.28	48,286.53	452,615.72	35.18
Dept 55 - COMMUNITY DEVELOPMENT AND EVENTS						
01-55-4205	TRAVEL/MEALS/LODGING	500.00	0.00	0.00	500.00	0.00
01-55-4209	PUBLICATION COST	2,000.00	596.17	121.20	1,403.83	29.81
01-55-4212	ENGINEERING	25,000.00	20,761.20	4,694.19	4,238.80	83.04
01-55-4213	LEGAL	45,000.00	21,970.65	3,191.25	23,029.35	48.82
01-55-4215	CONTRACT INSPECTION SERVICES	75,000.00	37,198.94	997.03	37,801.06	49.60
01-55-4216	CONTRACT CODE ENFORCEMENT	10,500.00	305.00	0.00	10,195.00	2.90
01-55-4237	PLANNING SERVICES	25,000.00	15,600.00	6,450.00	9,400.00	62.40
01-55-4240	PROFESSIONAL SERVICES	29,500.00	11,870.91	0.00	17,629.09	40.24
01-55-4302	OPERATING SUPPLIES	3,000.00	1,063.37	0.00	1,936.63	35.45
Total Dept 55 - COMMUNITY DEVELOPMENT AND EVENTS		215,500.00	109,366.24	15,453.67	106,133.76	50.75
Dept 57 - VILLAGE CLERK						
01-57-4000	SALARIES	39,500.00	21,916.95	6,906.98	17,583.05	55.49
01-57-4010	SALARIES - OVERTIME	0.00	30.75	5.70	(30.75)	100.00
01-57-4100	SOCIAL SECURITY - EMPLOYER	2,291.00	1,242.16	393.40	1,048.84	54.22
01-57-4101	MEDICARE - EMPLOYER	542.00	290.42	91.99	251.58	53.58
01-57-4102	WORKERS COMPENSATION INSURANCE	2,528.00	0.00	0.00	2,528.00	0.00
01-57-4103	UNEMPLOYMENT COMPENSATION	100.00	14.48	0.00	85.52	14.48
01-57-4104	IMRF EMPLOYER	1,383.00	864.55	356.69	518.45	62.51
01-57-4105	LIFE INSURANCE - EMPLOYER	80.00	51.18	11.19	28.82	63.98
01-57-4106	HEALTH INSURANCE	11,000.00	8,709.92	2,582.72	2,290.08	79.18
01-57-4202	TELEPHONE & INTERNET SERVICES	700.00	220.58	44.20	479.42	31.51
01-57-4203	WEB SITE MAINTENANCE	6,000.00	10,181.66	0.00	(4,181.66)	169.69
01-57-4205	TRAVEL/MEALS/LODGING	4,500.00	0.00	0.00	4,500.00	0.00
01-57-4207	TRAINING	2,500.00	1,367.25	0.00	1,132.75	54.69
01-57-4209	PUBLICATION COST	400.00	54.70	0.00	345.30	13.68
01-57-4213	LEGAL	11,000.00	7,933.02	370.00	3,066.98	72.12
01-57-4214	OFFICE SYSTEM SUPPORT	10,000.00	107.67	0.00	9,892.33	1.08
01-57-4217	DUES	700.00	110.00	0.00	590.00	15.71
01-57-4218	CODIFICATION	4,000.00	0.00	0.00	4,000.00	0.00
01-57-4223	IT SERVICES	1,500.00	0.00	0.00	1,500.00	0.00
01-57-4240	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
01-57-4500	MISCELLANEOUS EXPENSE	100.00	216.59	0.00	(116.59)	216.59
Total Dept 57 - VILLAGE CLERK		98,824.00	53,311.88	10,762.87	45,512.12	53.95
Dept 99 - FIXED ASSETS						
01-99-6031	TRANSFER TO WATER / SEWER FUND	0.00	0.00	0.00	0.00	0.00
01-99-6032	TRANSFER TO DEBT SERVICE	216,532.00	0.00	0.00	216,532.00	0.00
01-99-6050	TRANSFER TO GOV FUNDS CIP FUND	370,000.00	0.00	0.00	370,000.00	0.00
Total Dept 99 - FIXED ASSETS		586,532.00	0.00	0.00	586,532.00	0.00

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 01 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		2,608,159.00	972,680.40	179,189.34	1,635,478.60	37.29
Fund 01 - GENERAL FUND:						
TOTAL REVENUES		2,640,494.00	1,670,600.54	227,423.96	969,893.46	63.27
TOTAL EXPENDITURES		2,608,159.00	972,680.40	179,189.34	1,635,478.60	37.29
NET OF REVENUES & EXPENDITURES		32,335.00	697,920.14	48,234.62	(665,585.14)	2,158.40

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 20 - MOTOR FUEL FUND						
Revenues						
Dept 00						
20-00-3120	MOTOR FUEL TAX	225,000.00	116,177.13	20,195.61	108,822.87	51.63
20-00-3130	LOCAL RDS & STS REBUILD IL	0.00	0.00	0.00	0.00	0.00
20-00-3900	MFT INTEREST	15,000.00	4,061.79	167.79	10,938.21	27.08
Total Dept 00		240,000.00	120,238.92	20,363.40	119,761.08	50.10
TOTAL REVENUES		240,000.00	120,238.92	20,363.40	119,761.08	50.10
Expenditures						
Dept 00						
20-00-4232	MFT ENGINEERING SERVICES	35,000.00	0.00	0.00	35,000.00	0.00
20-00-4240	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
20-00-4302	MFT STREET OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
20-00-4408	CAPITAL OUTLAY - STORM SEWER CONSTRUCTI	25,000.00	0.00	0.00	25,000.00	0.00
20-00-4409	ROAD CONSTRUCTION	300,000.00	114,163.36	102,882.17	185,836.64	38.05
Total Dept 00		360,000.00	114,163.36	102,882.17	245,836.64	31.71
TOTAL EXPENDITURES		360,000.00	114,163.36	102,882.17	245,836.64	31.71
Fund 20 - MOTOR FUEL FUND:						
TOTAL REVENUES		240,000.00	120,238.92	20,363.40	119,761.08	50.10
TOTAL EXPENDITURES		360,000.00	114,163.36	102,882.17	245,836.64	31.71
NET OF REVENUES & EXPENDITURES		(120,000.00)	6,075.56	(82,518.77)	(126,075.56)	5.06

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 31 - WATER & SEWER FUND						
Revenues						
Dept 00						
31-00-3010	PROPERTY TAXES - CORPORATE	39,184.00	40,988.74	0.00	(1,804.74)	104.61
31-00-3600	WATER & SEWER SALES	1,960,000.00	1,017,837.35	156,925.64	942,162.65	51.93
31-00-3601	WATER / SEWER PENALTIES	25,000.00	13,432.70	2,494.10	11,567.30	53.73
31-00-3602	WATER & SEWER CONNECTION FEES	20,000.00	6,500.00	0.00	13,500.00	32.50
31-00-3603	BULK WATER SALES	1,000.00	432.11	169.95	567.89	43.21
31-00-3604	METER & MXU SALES	5,000.00	4,817.00	0.00	183.00	96.34
31-00-3605	TURN ON/OFF WATER FEES	10,000.00	8,120.00	770.00	1,880.00	81.20
31-00-3800	MISCELLANEOUS INCOME	1,000.00	257.76	0.00	742.24	25.78
31-00-3900	INTEREST	60,000.00	12,960.95	648.93	47,039.05	21.60
31-00-5010	TRANSFERS IN - FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 00		2,121,184.00	1,105,346.61	161,008.62	1,015,837.39	52.11
TOTAL REVENUES		2,121,184.00	1,105,346.61	161,008.62	1,015,837.39	52.11
Expenditures						
Dept 50 - ADMIN						
31-50-4200	GENERAL INSURANCE	45,000.00	0.00	0.00	45,000.00	0.00
31-50-4202	TELEPHONE & INTERNET SERVICES	9,000.00	3,102.30	491.87	5,897.70	34.47
31-50-4235	BOND AGENT FEES	1,000.00	0.00	0.00	1,000.00	0.00
31-50-4240	PROFESSIONAL SERVICES	3,500.00	0.00	0.00	3,500.00	0.00
31-50-4300	OFFICE SUPPLIES	650.00	322.50	0.00	327.50	49.62
31-50-4500	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
31-50-4502	CREDIT CARD/COLLECTION FEES	0.00	0.00	0.00	0.00	0.00
31-50-4503	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
31-50-4794	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
31-50-4802	BOND PRINCIPAL - SERIES 2012A	0.00	0.00	0.00	0.00	0.00
31-50-4803	BOND PRINCIPAL - SERIES 2012B	150,000.00	0.00	0.00	150,000.00	0.00
31-50-4804	BOND PRINCIPAL - SERIES 2015	420,000.00	0.00	0.00	420,000.00	0.00
31-50-4812	AMORTIZATION EXPENSE	0.00	0.00	0.00	0.00	0.00
31-50-4813	INTEREST - SERIES 2012A	0.00	0.00	0.00	0.00	0.00
31-50-4814	INTEREST - SERIES 2012B	12,600.00	5,118.75	0.00	7,481.25	40.63
31-50-4815	INTEREST - SERIES 2015	50,000.00	14,000.00	0.00	36,000.00	28.00
Total Dept 50 - ADMIN		691,750.00	22,543.55	491.87	669,206.45	3.26
Dept 68 - WATER TOWERS						
31-68-4202	TELEPHONE & INTERNET SERVICES	5,000.00	2,561.40	572.26	2,438.60	51.23
31-68-4204	UTILITIES	50,000.00	25,674.75	3,396.84	24,325.25	51.35
31-68-4236	WATER &SEWER CONTRACT LABOR	60,000.00	28,981.96	4,902.96	31,018.04	48.30
31-68-4240	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
31-68-4301	MAINTENANCE SUPPLIES	5,000.00	201.55	0.00	4,798.45	4.03
31-68-4302	OPERATING SUPPLIES	2,000.00	332.44	0.00	1,667.56	16.62
31-68-4305	UTILITY SYSTEM CHEMICALS	15,000.00	7,493.47	2,629.18	7,506.53	49.96
31-68-4310	IEPA REQUIRED TESTING	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 68 - WATER TOWERS		159,000.00	65,245.57	11,501.24	93,754.43	41.03
Dept 70 - WATER						
31-70-4000	SALARIES	50,000.00	41,997.34	10,480.86	8,002.66	83.99
31-70-4010	SALARIES - OVERTIME	1,000.00	43.14	21.21	956.86	4.31

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 31 - WATER & SEWER FUND						
Expenditures						
31-70-4100	SOCIAL SECURITY - EMPLOYER	2,900.00	2,465.25	617.29	434.75	85.01
31-70-4101	MEDICARE - EMPLOYER	700.00	576.82	144.48	123.18	82.40
31-70-4102	WORKERS COMPENSATION INSURANCE	3,200.00	0.00	0.00	3,200.00	0.00
31-70-4103	UNEMPLOYMENT COMPENSATION	100.00	8.08	3.77	91.92	8.08
31-70-4104	IMRF EMPLOYER	1,700.00	2,125.91	516.03	(425.91)	125.05
31-70-4105	LIFE INSURANCE - EMPLOYER	100.00	148.14	24.02	(48.14)	148.14
31-70-4106	HEALTH INSURANCE	13,300.00	10,661.18	2,508.09	2,638.82	80.16
31-70-4204	UTILITIES	20,000.00	303.00	0.00	19,697.00	1.52
31-70-4205	TRAVEL/MEALS/LODGING	0.00	0.00	0.00	0.00	0.00
31-70-4207	TRAINING	0.00	0.00	0.00	0.00	0.00
31-70-4208	POSTAGE	7,000.00	3,497.42	700.00	3,502.58	49.96
31-70-4210	PRINTING	0.00	0.00	0.00	0.00	0.00
31-70-4212	ENGINEERING	15,000.00	0.00	0.00	15,000.00	0.00
31-70-4214	OFFICE SYSTEM SUPPORT	5,000.00	0.00	0.00	5,000.00	0.00
31-70-4240	PROFESSIONAL SERVICES	10,000.00	790.88	0.00	9,209.12	7.91
31-70-4300	OFFICE SUPPLIES	0.00	69.47	0.00	(69.47)	100.00
31-70-4301	MAINTENANCE SUPPLIES	7,500.00	19,637.69	47.89	(12,137.69)	261.84
31-70-4302	OPERATING SUPPLIES	10,000.00	1,330.21	0.00	8,669.79	13.30
31-70-4305	UTILITY SYSTEM CHEMICALS	0.00	5,044.90	0.00	(5,044.90)	100.00
31-70-4306	METER & MXU PURCHASES	20,000.00	14,509.08	0.00	5,490.92	72.55
31-70-4310	IEPA REQUIRED TESTING	0.00	0.00	0.00	0.00	0.00
31-70-4410	EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00
31-70-4500	MISCELLANEOUS	0.00	23.16	23.16	(23.16)	100.00
31-70-4930	CAPITAL OUTLAY	55,000.00	13,510.62	0.00	41,489.38	24.56
Total Dept 70 - WATER		225,500.00	116,742.29	15,086.80	108,757.71	51.77
Dept 75 - SEWER						
31-75-4000	SALARIES	50,000.00	41,992.48	10,480.04	8,007.52	83.98
31-75-4010	SALARIES - OVERTIME	1,000.00	43.04	21.12	956.96	4.30
31-75-4100	SOCIAL SECURITY - EMPLOYER	2,900.00	2,464.68	617.23	435.32	84.99
31-75-4101	MEDICARE - EMPLOYER	700.00	576.04	144.29	123.96	82.29
31-75-4102	WORKERS COMPENSATION INSURANCE	3,200.00	0.00	0.00	3,200.00	0.00
31-75-4103	UNEMPLOYMENT COMPENSATION	100.00	8.07	3.77	91.93	8.07
31-75-4104	IMRF EMPLOYER	1,700.00	2,125.30	515.86	(425.30)	125.02
31-75-4105	LIFE INSURANCE - EMPLOYER	0.00	147.80	23.98	(147.80)	100.00
31-75-4106	HEALTH INSURANCE	13,300.00	10,660.06	2,507.98	2,639.94	80.15
31-75-4201	CONTRACTED LABOR - OTHER	0.00	0.00	0.00	0.00	0.00
31-75-4204	UTILITIES	25,000.00	10,947.38	1,714.32	14,052.62	43.79
31-75-4205	TRAVEL/MEALS/LODGING	0.00	0.00	0.00	0.00	0.00
31-75-4207	TRAINING	0.00	0.00	0.00	0.00	0.00
31-75-4208	POSTAGE	7,000.00	3,500.00	700.00	3,500.00	50.00
31-75-4210	PRINTING	0.00	0.00	0.00	0.00	0.00
31-75-4214	OFFICE SYSTEM SUPPORT	7,000.00	0.00	0.00	7,000.00	0.00
31-75-4232	ENGINEERING	15,000.00	861.00	0.00	14,139.00	5.74
31-75-4236	WATER &SEWER CONTRACT LABOR	36,000.00	17,046.62	2,911.77	18,953.38	47.35
31-75-4240	PROFESSIONAL SERVICES	10,000.00	34,859.87	185.00	(24,859.87)	348.60
31-75-4300	OFFICE SUPPLIES	0.00	178.28	0.00	(178.28)	100.00
31-75-4301	MAINTENANCE SUPPLIES	7,500.00	27,384.00	8,731.00	(19,884.00)	365.12
31-75-4302	OPERATING SUPPLIES	10,000.00	2,554.31	845.64	7,445.69	25.54
31-75-4303	GASOLINE AND OIL	0.00	0.00	0.00	0.00	0.00
31-75-4305	UTILITY SYSTEM CHEMICALS	0.00	0.00	0.00	0.00	0.00
31-75-4307	NPDS PERMIT	0.00	22,500.00	0.00	(22,500.00)	100.00
31-75-4310	IEPA REQUIRED TESTING	0.00	0.00	0.00	0.00	0.00
31-75-4311	LAND APPLICATION	0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 31 - WATER & SEWER FUND						
Expenditures						
31-75-4312	GENERATOR MAINTENANCE	7,000.00	0.00	0.00	7,000.00	0.00
31-75-4411	EQUIPMENT	10,000.00	56.97	0.00	9,943.03	0.57
31-75-4500	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
31-75-4930	CAPITAL OUTLAY	170,000.00	31,877.87	0.00	138,122.13	18.75
Total Dept 75 - SEWER		377,400.00	209,783.77	29,402.00	167,616.23	55.59
Dept 77 - NORTH PLANT						
31-77-4202	TELEPHONE & INTERNET SERVICES	3,000.00	1,266.60	352.79	1,733.40	42.22
31-77-4204	UTILITIES	60,000.00	30,092.45	4,326.53	29,907.55	50.15
31-77-4223	IT SERVICES	1,000.00	200.00	0.00	800.00	20.00
31-77-4236	WATER &SEWER CONTRACT LABOR	70,000.00	35,449.20	5,923.55	34,550.80	50.64
31-77-4240	PROFESSIONAL SERVICES	15,000.00	12,608.47	5,011.89	2,391.53	84.06
31-77-4301	MAINTENANCE SUPPLIES	3,000.00	728.95	0.00	2,271.05	24.30
31-77-4302	OPERATING SUPPLIES	5,000.00	1,693.74	57.69	3,306.26	33.87
31-77-4305	UTILITY SYSTEM CHEMICALS	2,000.00	2,551.45	0.00	(551.45)	127.57
31-77-4307	NPDS PERMIT	0.00	0.00	0.00	0.00	0.00
31-77-4310	IEPA REQUIRED TESTING	0.00	0.00	0.00	0.00	0.00
31-77-4311	LAND APPLICATION	0.00	0.00	0.00	0.00	0.00
31-77-4312	GENERATOR MAINTENANCE	4,000.00	780.93	0.00	3,219.07	19.52
Total Dept 77 - NORTH PLANT		163,000.00	85,371.79	15,672.45	77,628.21	52.38
Dept 79 - SOUTH PLANT						
31-79-4202	TELEPHONE & INTERNET SERVICES	1,500.00	618.91	140.44	881.09	41.26
31-79-4204	UTILITIES	155,000.00	75,132.19	13,106.85	79,867.81	48.47
31-79-4236	WATER &SEWER CONTRACT LABOR	70,000.00	36,148.20	5,923.55	33,851.80	51.64
31-79-4240	PROFESSIONAL SERVICES	10,000.00	14,453.23	891.68	(4,453.23)	144.53
31-79-4301	MAINTENANCE SUPPLIES	6,500.00	1,446.52	844.95	5,053.48	22.25
31-79-4302	OPERATING SUPPLIES	6,000.00	424.07	0.00	5,575.93	7.07
31-79-4305	UTILITY SYSTEM CHEMICALS	40,000.00	10,732.13	0.00	29,267.87	26.83
31-79-4307	NPDS PERMIT	0.00	0.00	0.00	0.00	0.00
31-79-4310	IEPA REQUIRED TESTING	0.00	0.00	0.00	0.00	0.00
31-79-4311	LAND APPLICATION	10,000.00	0.00	0.00	10,000.00	0.00
31-79-4312	GENERATOR MAINTENANCE	4,000.00	1,220.99	0.00	2,779.01	30.52
Total Dept 79 - SOUTH PLANT		303,000.00	140,176.24	20,907.47	162,823.76	46.26
TOTAL EXPENDITURES		1,919,650.00	639,863.21	93,061.83	1,279,786.79	33.33
Fund 31 - WATER & SEWER FUND:						
TOTAL REVENUES		2,121,184.00	1,105,346.61	161,008.62	1,015,837.39	52.11
TOTAL EXPENDITURES		1,919,650.00	639,863.21	93,061.83	1,279,786.79	33.33
NET OF REVENUES & EXPENDITURES		201,534.00	465,483.40	67,946.79	(263,949.40)	230.97

Item 3.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 32 - DEBT SERVICE FUND						
Revenues						
Dept 00						
32-00-3871	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
32-00-3872	BOND PREMIUMS	0.00	0.00	0.00	0.00	0.00
32-00-3900	INTEREST	0.00	205.51	39.25	(205.51)	100.00
32-00-5010	TRANSFERS IN - FROM GENERAL FUND	213,200.00	0.00	0.00	213,200.00	0.00
Total Dept 00		213,200.00	205.51	39.25	212,994.49	0.10
TOTAL REVENUES		213,200.00	205.51	39.25	212,994.49	0.10
Expenditures						
Dept 50 - ADMIN						
32-50-4740	PAYMENT TO ESCROW AGENT	0.00	0.00	0.00	0.00	0.00
32-50-4745	BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00
32-50-4801	DEBT PAYMENT - PRINCIPAL 2015B	205,000.00	205,000.00	205,000.00	0.00	100.00
32-50-4811	INTEREST EXPENSE 2015B	8,200.00	4,100.00	4,100.00	4,100.00	50.00
Total Dept 50 - ADMIN		213,200.00	209,100.00	209,100.00	4,100.00	98.08
TOTAL EXPENDITURES		213,200.00	209,100.00	209,100.00	4,100.00	98.08
Fund 32 - DEBT SERVICE FUND:						
TOTAL REVENUES		213,200.00	205.51	39.25	212,994.49	0.10
TOTAL EXPENDITURES		213,200.00	209,100.00	209,100.00	4,100.00	98.08
NET OF REVENUES & EXPENDITURES		0.00	(208,894.49)	(209,060.75)	208,894.49	100.00

Item 3.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 90 - GOV FUNDS CAPITAL PROJECTS FUND						
Revenues						
Dept 00						
90-00-3700	FEDERAL GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
90-00-3701	STATE GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
90-00-3702	LOCAL GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
90-00-3800	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
90-00-3801	DONATIONS/CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
90-00-3802	KNOLLS HOA ARBORETUM DONATION	0.00	0.00	0.00	0.00	0.00
90-00-3803	PARK DONATIONS	0.00	0.00	0.00	0.00	0.00
90-00-3860	INSTALLMENT CONTRACT ISSUANCE	0.00	0.00	0.00	0.00	0.00
90-00-3900	INTEREST	0.00	10,959.19	0.00	(10,959.19)	100.00
90-00-5010	TRANSFERS IN - FROM GENERAL FUND	370,000.00	0.00	0.00	370,000.00	0.00
Total Dept 00		370,000.00	10,959.19	0.00	359,040.81	2.96
TOTAL REVENUES		370,000.00	10,959.19	0.00	359,040.81	2.96
Expenditures						
Dept 50 - ADMIN						
90-50-4412	CIP GENERAL ADMINISTRATION	130,000.00	38,506.93	0.00	91,493.07	29.62
90-50-4420	CIP ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
90-50-4430	CIP PUBLIC SAFETY EQUIPMENT	0.00	0.00	0.00	0.00	0.00
90-50-4930	CIP GOVT EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 50 - ADMIN		130,000.00	38,506.93	0.00	91,493.07	29.62
Dept 52 - PARKS						
90-52-4440	CIP PARKS EQUIPMENT	55,000.00	29,330.39	27,945.79	25,669.61	53.33
90-52-4441	CIP PARKS MAINTENANCE	0.00	0.00	0.00	0.00	0.00
90-52-4442	CIP PARKS IMPROVEMENTS	80,000.00	1,472.83	0.00	78,527.17	1.84
90-52-4443	CIP PARKS LAND AQUISITION	0.00	0.00	0.00	0.00	0.00
Total Dept 52 - PARKS		135,000.00	30,803.22	27,945.79	104,196.78	22.82
Dept 53 - STREETS						
90-53-4460	CIP STREETS ADMINISTRATION	40,000.00	0.00	0.00	40,000.00	0.00
90-53-4461	CIP STREETS EQUIPMENT	125,000.00	0.00	0.00	125,000.00	0.00
90-53-4462	CIP STREETS MAINTENANCE	50,000.00	1,749.51	0.00	48,250.49	3.50
90-53-4463	CIP STREETS STORM SEWER	0.00	0.00	0.00	0.00	0.00
Total Dept 53 - STREETS		215,000.00	1,749.51	0.00	213,250.49	0.81
TOTAL EXPENDITURES		480,000.00	71,059.66	27,945.79	408,940.34	14.80
Fund 90 - GOV FUNDS CAPITAL PROJECTS FUND:						
TOTAL REVENUES		370,000.00	10,959.19	0.00	359,040.81	2.96
TOTAL EXPENDITURES		480,000.00	71,059.66	27,945.79	408,940.34	14.80
NET OF REVENUES & EXPENDITURES		(110,000.00)	(60,100.47)	(27,945.79)	(49,899.53)	54.64

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 10/31/2025	ACTIVITY FOR MONTH 10/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 99 - FIXED ASSETS						
Revenues						
Dept 00						
99-00-3870	PROCEEDS FROM THE SALE OF CAPITAL ASSET	0.00	0.00	0.00	0.00	0.00
99-00-3871	BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
Total Dept 00		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 00						
99-00-4085	COMP ABSENCES	0.00	0.00	0.00	0.00	0.00
99-00-4090	GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	0.00
99-00-4091	PUBLIC SAFETY	0.00	0.00	0.00	0.00	0.00
99-00-4092	CULTURE AND RECREATION	0.00	0.00	0.00	0.00	0.00
99-00-4093	TRANSPORTATION AND PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
99-00-4490	GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	0.00
99-00-4491	PUBLIC SAFETY	0.00	0.00	0.00	0.00	0.00
99-00-4492	CULTURE AND RECREATION	0.00	0.00	0.00	0.00	0.00
99-00-4493	TRANSPORTATION AND PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
99-00-4790	GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	0.00
99-00-4791	PUBLIC SAFETY	0.00	0.00	0.00	0.00	0.00
99-00-4792	CULTURE AND RECREATION	0.00	0.00	0.00	0.00	0.00
99-00-4793	TRANSPORTATION AND PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
99-00-4800	NOTES PAYABLE	0.00	0.00	0.00	0.00	0.00
99-00-4801	BONDS PAYABLE	0.00	0.00	0.00	0.00	0.00
99-00-4810	NOTES PAYABLE	0.00	0.00	0.00	0.00	0.00
99-00-4811	BONDS PAYABLE	0.00	0.00	0.00	0.00	0.00
99-00-4850	PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 00		0.00	0.00	0.00	0.00	0.00
Dept 50 - ADMIN						
99-50-4812	AMORTIZATION EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 50 - ADMIN		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 99 - FIXED ASSETS:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		5,584,878.00	2,907,350.77	408,835.23	2,677,527.23	52.06
TOTAL EXPENDITURES - ALL FUNDS		5,581,009.00	2,006,866.63	612,179.13	3,574,142.37	35.96
NET OF REVENUES & EXPENDITURES		3,869.00	900,484.14	(203,343.90)	(896,615.14)	23,274.3



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 Hill Street, P.O. Box 1, Poplar Grove, IL 61065

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

www.villageofpoplargo.com

TREASURER'S REPORT 2nd Quarter – 8/1/25 to 10/31/25

General Accounting

- All quarterly taxes have been filed and paid.
- All IRMF, Health Insurance, & Union Due have been filed and paid accordingly.
- Bank Reconciliation's are almost complete. Variances to be reviewed and discussed with Sikich.
- General Ledger postings under review and any reclassifications will be made before month end thru 10/31/25.
- All other outstanding accounting items have been completed.
- DCEO Grant Documents were submitted and are processing. All GATA portal reports have been completed.
- ComEd Holiday Grant was submitted. Unfortunately, we were not selected. Will try again next year.
- Audit completed and filed with the IL Comptroller.

On-going Activities

- General Ledger (G/L) account review and updates ahead of the FY27 budget cycle.
- BS&A cloud upgrade with Community Development Module in progress with a Go Live date of Jan 20th, 2026

- Time and Attendance Integration with BS&A in progress with a GO Live date of Jan 5th, 2026.
- Policies on Purchasing, Credit Card usage and processing of Menards Rebates forthcoming in the next 30 days.

Reporting

- 2nd Quarter actual vs budgeted report has been provided.

FY26 Summary by Qrt

	Budgeted	1st Qrt	2nd Qrt
GENERAL FUND			
Revenues	\$ 2,640,494.00	\$ 881,080.25	\$ 789,520.29
Expenses	\$ 2,608,159.00	\$ 505,940.33	\$ 466,740.07
Net	\$ 32,335.00	\$ 375,139.92	\$ 322,780.22
MFT FUND			
Revenues	\$ 240,000.00	\$ 58,074.17	\$ 62,164.75
Expenses	\$ 360,000.00	\$ -	\$ 114,163.36
Net	\$ (120,000.00)	\$ 58,074.17	\$ (51,998.61)
WATER & SEWER			
Revenues	\$ 2,121,184.00	\$ 565,579.98	\$ 539,766.63
Expenses	\$ 1,919,650.00	\$ 326,387.83	\$ 313,475.38
Net	\$ 201,534.00	\$ 239,192.15	\$ 226,291.25
DEBT SERVICE FUND			
Revenues	\$ 213,200.00	\$ 96.38	\$ 109.13
Expenses	\$ 213,200.00	\$ -	\$ 209,100.00
Net	\$ -	\$ 96.38	\$ (208,990.87)
CAPITAL PROJECTS			
Revenues	\$ 370,000.00	\$ 8,011.88	\$ 2,947.31
Expenses	\$ 480,000.00	\$ -	\$ 71,059.66
Net	\$ (110,000.00)	\$ 8,011.88	\$ (68,112.35)
TOTAL			
Revenues	\$ 5,584,878.00	\$ 1,512,842.66	\$ 1,394,508.11
Expenses	\$ 5,581,009.00	\$ 832,328.16	\$ 1,174,538.47
Net	\$ 3,869.00	\$ 680,514.50	\$ 219,969.64

Total	3rd Qrt	Total	4th Qrt	Total
\$ 1,670,600.54				
\$ 972,680.40				
\$ 697,920.14				
\$ 120,238.92				
\$ 114,163.36				
\$ 6,075.56				
\$ 1,105,346.61				
\$ 639,863.21				
\$ 465,483.40				
\$ 205.51				
\$ 209,100.00				
\$ (208,894.49)				
\$ 10,959.19				
\$ 71,059.66				
\$ (60,100.47)				
\$ 2,907,350.77				
\$ 2,006,866.63				
\$ 900,484.14				

1st Quarter Numbers

		Budgeted		Actual
GENERAL FUND				
Revenues	\$	2,640,494.00	\$	881,080.25
Expenses	\$	2,608,159.00	\$	505,940.33
Net	\$	32,335.00	\$	375,139.92
MFT FUND				
Revenues	\$	240,000.00	\$	58,074.17
Expenses	\$	360,000.00	\$	-
Net	\$	(120,000.00)	\$	58,074.17
WATER & SEWER				
Revenues	\$	2,121,184.00	\$	565,579.98
Expenses	\$	1,919,650.00	\$	326,387.83
Net	\$	201,534.00	\$	239,192.15
DEBT SERVICE FUND				
Revenues	\$	213,200.00	\$	96.38
Expenses	\$	213,200.00	\$	-
Net	\$	-	\$	96.38
CAPITAL PROJECTS				
Revenues	\$	370,000.00	\$	8,011.88
Expenses	\$	480,000.00	\$	-
Net	\$	(110,000.00)	\$	8,011.88
TOTAL				
Revenues	\$	5,584,878.00	\$	1,512,842.66
Expenses	\$	5,581,009.00	\$	832,328.16
Net	\$	3,869.00	\$	680,514.50

2nd Quarter Numbers

		Budgeted	Actual
GENERAL FUND			
Revenues	\$	2,640,494.00	\$ 1,670,600.54
Expenses	\$	2,608,159.00	\$ 972,680.40
Net	\$	32,335.00	\$ 697,920.14
MFT FUND			
Revenues	\$	240,000.00	\$ 120,238.92
Expenses	\$	360,000.00	\$ 114,163.36
Net	\$	(120,000.00)	\$ 6,075.56
WATER & SEWER			
Revenues	\$	2,121,184.00	\$ 1,105,346.61
Expenses	\$	1,919,650.00	\$ 639,863.21
Net	\$	201,534.00	\$ 465,483.40
DEBT SERVICE FUND			
Revenues	\$	213,200.00	\$ 205.51
Expenses	\$	213,200.00	\$ 209,100.00
Net	\$	-	\$ (208,894.49)
CAPITAL PROJECTS			
Revenues	\$	370,000.00	\$ 10,959.19
Expenses	\$	480,000.00	\$ 71,059.66
Net	\$	(110,000.00)	\$ (60,100.47)
TOTAL			
Revenues	\$	5,584,878.00	\$ 2,907,350.77
Expenses	\$	5,581,009.00	\$ 2,006,866.63
Net	\$	3,869.00	\$ 900,484.14



November 10, 2025

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815-224-1650
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Client: Village of Poplar Grove
Attn: Kristi Richardson, Village President
200 Hill Street
P.O. Box 01
Poplar Grove, IL 61065

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

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

Outlined below are the processes and actions taken during September 2025 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.

We hired a new employee, so we've returned to full staff. He's been working out well and has taken a liking to the job. He previously worked in a lab, so he's familiar with a lot of the industry. He has been picking up on mechanical things quickly as well.

Lift Stations:

- Cleaned and adjusted floats at all lift stations.
- Cleaned grease out for what we can with the basket.
- Collins came out and performed fall cleaning.
- Changed bad outlets at Collection point lift station.
- Cleaned out control cabinets and installed some mouse deterrents
- Checked dialers.

North WWTP:

- Decanted digesters.
- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Tested all emergency wash stations.
- Reached out to Gasvoda about the missing sand filter parts and haven't had much luck.
- Cleaned out the screener and cleaned spray nozzles.
- Calibrated all lab equipment.
- Cleaned plant.
- Performed prewinter inspections of all heat equipment and heaters.

- Monthly testing of all emergency wash stations

South WWTP:

- Decanted digesters.
- All standard monthly checks/Maintenance/cleaning and producers were completed.
- Tested all emergency wash stations.
- We cleaned all the midge flies from the plant.
- Collins came out and transferred the water in the SBR to the lagoon.
- Had an issue with the expansion cards on the main lift station PLC. We had that repaired.
- Cleaned influent room when it overflowed because of the issue with the expansion cards.
- Took the UV light offline. We'll pull them from the channel and count how many bulbs we'll need to replace before next fecal season.

Water System:

- Cleaned well houses.
- All daily checks have been completed.
- Monthly and quarterly sampling completed
- Tested high level alarms at all the wells.
- Put all the wells into winter operation levels to keep from icing.
- Checked all heaters and furnaces to ensure everything is working as it should for winter.

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

Submitted by,
Total Environmental Service Technologies, Inc.



Ion Stear
Certified Operator/Manager

DMR Copy of Record

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the submitted information. Pursuant to 40 CFR 2.203(g), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information are not administratively practicable since it may already be disclosed to the public. Although we do not foresee a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the NPDES.Reporting.Help@epa.gov for further guidance. Please note that EPA may contact you after you submit this report for more information.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2040-0004). Responses to this collection of information are mandatory in accordance with this permit and EPA NPDES regulations 40 CFR 122.41(j)(4)(i). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information are estimated to average 2 hours per outfall. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (26211), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Permit #: IL0023451		Permittee: POPLAR GROVE, VILLAGE OF		Facility: POPLAR GROVE - NORTH WWTP, VILLAGE OF							
Major: No		Permittee Address: 200 NORTH HILL STREET POPLAR GROVE, IL 61065		Facility Location: 205 EDSON RD POPLAR GROVE, IL 61065							
Permitted Feature: 001 External Outfall		Discharge: 001-0 STP OUTFALL									
Report Dates & Status Monitoring Period: From 09/01/25 to 09/30/25		DMR Due Date: 10/25/25		NeDMR Validated							
Considerations for Form Completion BOW ID: W0070150007; DMF LOAD LIMITS DISPLAYED MONITORING LOCATION "1" IS FORMONTHLY AVERAGE AND DAILY MAXIMUM MONITORING LOCATION "9" IS FORWEEKLY AVERAGE.											
Principal Executive Officer First Name: Ion		Title: Certified Operator		Telephone: 815-224-1650							
Last Name: Stear											
No Data Indicator (NODI)											
Form NODI:											
Code	Parameter Name	Monitoring Location	Season #	Permit NODI	Quantity or Loading	Quantity or Concentration	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	Sample Permit Req. Value NODI	Value 1: 8.285 Value 2: 7.22 Value 3: 7.22	Quotient: 7.22 Value 1: 8.285 Value 2: 7.22 Value 3: 7.22	19 - mg/L	0	02DA - 2 Days Every Week	GR - Grab
00400	pH	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	Value 1: 7.44 Value 2: 6.0 MINIMUM Value 3: 9.0 MAXIMUM	Quotient: 6.0 Value 1: 7.44 Value 2: 6.0 Value 3: 9.0	12 - SU	0	02DA - 2 Days Every Week	GR - Grab
00530	Solids, total suspended	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	Value 1: 28.624 Value 2: 250.0 DAILY MX Value 3: 24.0 DAILY MX	Quotient: 250.0 Value 1: 28.624 Value 2: 250.0 Value 3: 24.0	19 - mg/L	0	02DA - 2 Days Every Week	CP - Composite
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	Value 1: 0.492 Value 2: 3.052 Value 3: 3.0 DAILY MX	Quotient: 3.0 Value 1: 0.492 Value 2: 3.052 Value 3: 3.0	19 - mg/L	0	02DA - 2 Days Every Week	CP - Composite
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	Value 1: 0.222 Value 2: 0.308 Value 3: 0.308	Quotient: 0.308 Value 1: 0.222 Value 2: 0.308 Value 3: 0.308	9889 - Continuous	0	9889 - Continuous	GR - Grab
50060	Chlorine, total residual	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	Value 1: 0.05 DAILY MX Value 2: 9 - Conditional Monitoring - Not Required This Period Value 3: 9 - Conditional Monitoring - Not Required This Period	Quotient: 9 Value 1: 0.05 Value 2: 9 Value 3: 9	19 - mg/L	0	0130 - Monthly	GR - Grab
74055	Calcium, fecal general	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	Value 1: 13 Value 2: 13 Value 3: 13	Quotient: 13 Value 1: 13 Value 2: 13 Value 3: 13	13 - #/100mL	0	0130 - Monthly	GR - Grab

Gross		Value	NOI	Sample	11.109	11.109	26 - lbd	19 - mg/L	02DA - 2 Days Every Week	CP - Composite
80062	BOD, carbonaceous (5 day, 20 C)	1 - Effluent Gross	0	-	11.109	104.0 MO AVG <=	209.0 DAILY MX	19 - mg/L	02DA - 2 Days Every Week	CP - Composite
Submission Note If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type. Edit Check Errors No errors. Comments Attachments Report Last Saved By POPLAR GROVE, VILLAGE OF User: KJOERGER Name: Katie Joenger E-Mail: kjoenger@lestinc.com Date/Time: 2025-10-20 10:46 (Time Zone: -05:00) Report Last Signed By IONSTEAR User: Ion Stear Name: Istear@lestinc.com E-Mail: 2025-10-25 12:42 (Time Zone: -05:00)										

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Permit Permit #: IL0023451 Major: No		Permittee: Permittee Address: Discharge:		POPLAR GROVE VILLAGE OF 300 NORTH HILL STREET POPLAR GROVE, IL 61065 INF-L INFLEUENT MONITORING		Facility: Facility Location:		POPLAR GROVE - NORTH WWTP, VILLAGE OF 205 EDSON RD POPLAR GROVE, IL 61065												
Permitted Feature: INF Influent Structure		Report Dates & Status Monitoring Period: From 09/01/25 to 09/30/25 Considerations for Form Completion:		DMR Due Date: 10/25/25		Status: NetDMR Validated														
Principal Executive Officer First Name: Ion Last Name: Stear		Title: Certified Operator		Telephone: 815-224-1650																
Form NODI: No Data Indicator (NODI)																				
Code	Parameter Name	Monitoring Location	Session #	Sample Permit Req. Value NODI	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units	Quality of Concentration	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Frequency of Analysis	Sample Type
000310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	-								131.8 Req Mon MO AVG						19 - mg/L 19 - mg/L	02DA - 2 Days Every Week 02DA - 2 Days Every Week	CP - Composite CP - Composite
000530	Solids, total suspended	G - Raw Sewage Influent	0	-								224.0 Req Mon MO AVG						19 - mg/L 19 - mg/L	02DA - 2 Days Every Week 02DA - 2 Days Every Week	CP - Composite CP - Composite
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	-		0.247 Req Mon MO AVG	0.335 Req Mon DAILY MX												9899 - Continuous 9899 - 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.

Comments
 No errors.

Attachments
 No attachments.

Report Last Saved By
 POPLAR GROVE VILLAGE OF

User
 KJOERGER

Name:
 Kalle Joerger

E-Mail:
 kjoerger@testinginc.com

Date/Time:
 2025-10-20 10:46 (Time Zone: -05:00)

Report Last Signed By
 IONSTEAR

User
 Ion Stear

Name
 Ion Stear

E-Mail:
 istear@testinginc.com

Date/Time: 2025-10-25 12:42 (Time Zone: -05:00)

DMR Copy of Record

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Permit #: IL0071447 Major: Yes		Permittee: POPLAR GROVE, VILLAGE OF 300 HILL STREET, P.O. BOX 1 POPLAR GROVE, IL 61065		Facility: POPLAR GROVE SOUTH STP, VILLAGE OF 12211 STATE ROUTE 75 POPLAR GROVE, IL 61065	
Permitted Feature: 001 External Outfall		Discharge: 001-0 STP OUTFALL		Status: NetDMR Validated	
Report Dates & Status Monitoring Period: From 09/01/25 to 09/30/25		DMR Due Date: 10/25/25			
Considerations for Form Completion BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.					
Principal Executive Officer First Name: Ion Last Name: Slear		Certified Operator Title:			
Form NODI:		Telephone: 815-224-1650			

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Qualifier	Value 1	Qualifier	Value 2	Units	Qualifier	Value 1	Qualifier	Value 2	Units	Frequency of Analysis	Sample Type
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	Sample Permit Req. Value NODI	7.384	=	5.157	=	5.56	19 - mg/L	03DW - 3 Days Every Week	GR - Grab	19 - mg/L	03DW - 3 Days Every Week	GR - Grab
00400	pH	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	7.22	=	8.18	=	9.0 MAXIMUM	12 - SU	03DW - 3 Days Every Week	GR - Grab	12 - SU	03DW - 3 Days Every Week	GR - Grab
00530	Solids, total suspended	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	8.051	=	36.921	=	19.0	19 - mg/L	03DW - 3 Days Every Week	Composite	19 - mg/L	03DW - 3 Days Every Week	Composite
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	250.0 MO AVG	<=	500.0 DAILY MX	<=	24.0 DAILY MX	19 - mg/L	03DW - 3 Days Every Week	Composite	19 - mg/L	03DW - 3 Days Every Week	Composite
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	1.42	=	10.785	=	19.4	19 - mg/L	01/30 - Monthly	Composite	19 - mg/L	01/30 - Monthly	Composite
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	31.0 MO AVG	<=	98.0 DAILY MX	<=	4.7 DAILY MX	19 - mg/L	03DW - 3 Days Every Week	Composite	19 - mg/L	03DW - 3 Days Every Week	Composite
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	5.921	<	79.0 WKLY AVG	<=	3.8 WKLY AVG	19 - mg/L	03DW - 3 Days Every Week	Composite	19 - mg/L	03DW - 3 Days Every Week	Composite
00655	Phosphorus, total [as P]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI	1.251	<	21.0 MO AVG	<=	1.0 MO AVG	19 - mg/L	03DW - 3 Days Every Week	Composite	19 - mg/L	03DW - 3 Days Every Week	Composite

Flow, In conduit or thru treatment plant	1 - Effluent Gross	0	0.233	Req Mon MO AVG	0.825	Req Mon DAILY MX	03 - MGD	9859 - Continuous	9859 - Continuous	0	9859 - Continuous
50060 Chlorine, total residual	1 - Effluent Gross	0									CLUOC - Occurrences
74055 Coliform, fecal general	1 - Effluent Gross	0									GR - Grab
80082 BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0									GR - Grab

Code	Parameter Name	Monitoring Location	Field	Type	Description	As knowledge
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	Quality or Concentration Sample Value 3	Soil	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct.	Yes

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

Comments
We had a sand filter issue that caused the issue, we have fixed it and have already returned to compliance

Attachments
No attachments

Report Last Saved By
POPLAR GROVE, VILLAGE OF

User: IONSTEAR
Name: Ion Stear
E-Mail: istear@testinc.com
Date/Time: 2025-10-25 12:41 (Time Zone: -05:00)

Report Last Signed By
User: IONSTEAR
Name: Ion Stear
E-Mail: istear@testinc.com
Date/Time: 2025-10-25 12:42 (Time Zone: -05:00)

DMR Copy of Record

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Permit #:	IL0071447	Permittee:	POPLAR GROVE VILLAGE OF	Facility:	POPLAR GROVE SOUTH STP, VILLAGE OF										
Major:	Yes	Permittee Address:	200 HILL STREET, P.O. BOX 1 POPLAR GROVE, IL 61065	Facility Location:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065										
Permitted Feature:	INF Influent Structure	Discharge:	INF-1 INFLUENT MONITORING	Status:	NotDMR Validated										
Report Dates & Status	From 09/01/25 to 09/30/25	DMR Due Date:	10/25/25	Telephone:	815-224-1650										
Monitoring Period:	Considerations for Form Completion														
BOW ID: W0070150006															
Principal Executive Officer															
First Name:	Ion	Title:	Certified Operator												
Last Name:	Stear														
No Data Indicator (NODI)															
Form NODI:															
Code	Parameter	Monitoring Location	Seasonal Maximum NODI	Sample Permit Req Value NODI	Quantity or Loading	Qualifier 1	Qualifier 2	Qualifier 3	Value 1	Value 2	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	-											
00530	Solids, total suspended	G - Raw Sewage Influent	0	-											
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	-											
Submission Note															
If a parameter row does not contain any values for the Sample not 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:															

Day/Time: 2025-10-26 12:42 (Time Zone: -05:00)

VILLAGE OF POPLAR GROVE - NORTH
IL0070150
MONTHLY OPERATING REPORT
FOR THE MONTH OF SEPT. 2025
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

Date	Time	Flow Meter		Hour Meter Well 2		Hour Meter Well 3		Chlorine Feed		Phosphate Feed		Flouride Feed		Operator Initials		
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L		Scale	lbs Used
31-Aug	09:56	503991		10065.4		36349.80		29.00		2.16	52		0.52	38.50		JH
1-Sep	07:30	504150	172	10065.4	0	36358.50	9.20	25.00	6.0	1.83	52	0.55	0.23	38.00	1.0	As
2-Sep	07:15	504322	170	10065.4	0	36367.7	9	19.0	6.0	2.1	52	2.00	1	37	0.0	As
3-Sep	10:00	504492	173	10065.4	0	36376.70	9.20	13.00	4.0	1.64	50	2.00	0.65	37.00	0.0	JH
4-Sep	10:07	504665	149	10065.4	0	36385.90	7.00	9.00	1	1.86	48	16.00	1.55	37.00	1.0	JH
5-Sep	10:10	504814	183	10065.4	0	36392.90	9.80	8 / 157	157.0	1.06	32 / 120	34.00	1.28	36.00	0.5	JH
6-Sep	11:15	504997	168	10065.4	0	36402.70	8.40	152.00	5.0	4.00	86	26.00	0.91	35.50	0.5	As
7-Sep	11:10	505165	153	10065.4	0	36411.10	7.90	147.00	5.0	4.00	60	20.00	2.00	35.00	0.0	As
8-Sep	07:45	505318	185	10065.4	0	36419.00	9.60	142.00	6.0	4.00	40	10.00	1.80	35.00	1.0	As
9-Sep	07:47	505503	152	10065.4	0	36428.60	8.00	136.00	4.0	4.00	30	2.00	2.62	34.00	0.0	As
10-Sep	07:24	505655	209	10065.4	0	36436.60	11.10	132.00	6.0	4.00	28	6.00	1.03	34.00	0.5	As
11-Sep	08:10	505864	194	10065.4	0	36447.70	9.90	126.00	4.0	4.00	22	2.00	0.99	33.50	0.5	As
12-Sep	10:19	506058	162	10065.4	0	36457.60	8.30	122.00	5.0	1.90	20 / 90	16.00	1.56	33.00	0.0	JH
13-Sep	00:10	506220	186	10065.4	0	36465.90	9.60	117.00	5.0	1.63	74	16.00	1.75	33.00	1.0	JH
14-Sep	00:00	506406	210	10065.4	0	36475.50	11.00	112.00	6.0	2.00	58	14.00	1.31	32.00	1.0	JH
15-Sep	10:45	506616	160	10065.4	0	36486.50	8.30	106.00	4.0	1.93	44	6.00	2.17	31.00	0.0	JH
16-Sep	10:17	506776	178	10065.4	0	36494.80	9.20	102.00	5.0	1.79	38	2.00	0.87	31.00	0.5	JH
17-Sep	10:15	506954	190	10065.4	0	36504.00	9.90	97.00	4.0	2.03	36	0.00	1.00	30.50	0.5	JH
18-Sep	10:05	507144	187	10065.4	0	36513.90	9.70	93.00	6.0	0.98	36	0.00	0.36	30.00	0.5	JH
19-Sep	10:04	507331	195	10065.4	0	36523.60	10.20	87.00	5.0	2.15	36	2.00	0.27	29.50	0.5	JH
20-Sep	10:10	507526	168	10065.4	0	36533.80	13.90	82.00	4.0	0.91	34	0.00	1.81	29.00	0.0	JH
21-Sep	10:06	507694	189	10065.4	0	36547.70	4.80	78.00	5.0	1.62	34	0.00	0.49	29.00	0.0	JH
22-Sep	10:20	507883	186	10065.4	0	36552.50	10.20	73.00	5.0	1.37	34	4.00	0.46	29.00	1.0	JH
23-Sep	10:55	508069	162	10065.4	0	36562.70	8.00	68.00	4.0	1.55	30	0.00	0.63	28.00	1.0	JH
24-Sep	10:37	508231	205	10065.4	0	36570.70	10.70	64.00	6.0	2.15	30	0.00	0.36	27.00	0.5	JH
25-Sep	10:49	508436	177	10065.4	0	36581.40	9.20	58.00	5.0	1.39	30	12.00	0.21	26.50	0.5	JH
26-Sep	09:59	508613	234	10065.4	0.1	36590.60	12.20	53.00	6.0	1.57	18 / 90	32.00	2.43	26.00	1.0	JH
27-Sep	09:58	508847	234	10065.5	0	36602.80	12.20	47.00	6.0	2.15	58	28.00	2.58	25.00	0.0	JH
28-Sep	10:00	509081	253	10065.5	0	36615.00	13.30	41.00	8.0	1.85	30 / 80	34.00	2.40	25.00	0.5	JH
29-Sep	11:52	509334	181	10065.5	0	36628.30	9.50	33.00	5.0	1.57	56	14.00	0.75	24.50	0.5	JH
30-Sep	09:10	509515	213	10065.5	0	36637.80	11.30	28.00	5.0	4.00	42	12.00	2.37	24.00	0.5	As
1-Oct	10:10	509728		10065.5		36649.10		23.00		2.11	30		2.22	23.50		JH
TOT			5578				291			71.33				40.08		
AVE			186				10			2.23				1.25		
MAX			253				14			4.00				2.62		
MIN			149				5			0.91				0.21		

SIGNATURE:  Ion Sear
 PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - WEST IL0070350
 FOR THE MONTH OF SEPT. 2025 MONTHLY OPERATING REPORT
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

Date	Time	Flow Meter		Hour Meter Well 4		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	
31-Aug	10:20	429929		9716.16		123.00		0.46	94		0.60	391.20		JH
1-Sep	08:15	429991	68	9717.7	1.66	122.00	0.5	1.28	90	0.00	0.67	389.50	1.50	As
2-Sep	08:30	430059	65	9719	1.63	121.5	1.5	0.9	90	0.00	2	388	1.70	As
3-Sep	07:40	430124	68	9720.99	1.65	120.00	0.0	1.36	90	4.00	0.85	386.30	1.50	JH
4-Sep	10:30	430192	66	9722.64	1.66	120.00	1.0	1.20	86	2.00	1.29	384.80	1.90	J
5-Sep	10:41	430258	68	9724.3	1.67	119.00	1.0	1.35	84	2.00	1.02	382.90	1.60	JH
6-Sep	11:30	430326	68	9725.97	1.68	118.00	1.0	1.76	82	0.00	1.25	381.30	1.90	As
7-Sep	10:50	430394	69	9727.65	1.73	117.00	0.5	1.31	82	2.00	1.49	379.40	1.70	As
8-Sep	08:10	430463	69	9729.38	1.7	116.50	1.0	0.59	80	1.00	1.82	377.70	1.80	As
9-Sep	08:09	430532	57	9731.08	1.39	115.50	0.5	0.63	79	1.00	0.45	375.90	1.40	As
10-Sep	07:48	430589	77	9732.47	1.94	115.00	1.0	0.80	78	1.00	1.01	374.50	2.00	As
11-Sep	08:28	430666	66	9734.41	1.63	114.00	1.0	1.22	77	3.00	1.69	372.50	1.60	As
12-Sep	10:40	430732	62	9736.04	1.64	113.00	0.0	0.52	74	2.00	0.69	370.90	1.40	JH
13-Sep	10:16	430794	49	9737.68	1.65	113.00	1.0	0.49	72	0.00	0.48	369.50	1.10	JH
14-Sep	10:27	430843	89	9739.33	1.36	112.00	0.0	1.25	72	2.00	1.08	368.40	2.00	JH
15-Sep	11:14	430932	45	9740.69	1.49	112.00	1.0	0.44	70	0.00	0.29	366.40	0.90	JH
16-Sep	11:02	430977	66	9742.18	1.6	111.00	1.0	1.25	70	2.00	1.49	365.50	1.50	JH
17-Sep	10:32	431043	68	9743.78	1.67	110.00	0.0	0.66	68	0.00	0.71	364.00	1.40	JH
18-Sep	10:30	431111	67	9745.45	1.64	110.00	2.0	1.30	68	2.00	1.00	362.60	1.60	JH
19-Sep	11:12	431178	66	9747.09	1.68	108.00	0.0	1.18	66	0.00	0.99	361.00	1.50	JH
20-Sep	10:53	431244	69	9748.77	1.68	108.00	1.0	0.90	66	2.00	1.27	359.50	1.60	JH
21-Sep	11:11	431313	69	9750.45	1.78	107.00	1.0	0.39	64	2.00	0.51	357.90	1.60	JH
22-Sep	11:11	431382	66	9752.23	1.61	106.00	0.0	0.83	62	0.00	1.71	356.30	1.60	JH
23-Sep	11:21	431448	66	9753.84	1.64	106.00	1.0	0.27	62	2.00	0.63	354.70	1.40	JH
24-Sep	11:12	431514	66	9755.48	1.66	105.00	1.0	0.34	60	2.00	0.32	353.30	1.50	JH
25-Sep	11:08	431580	54	9757.14	1.34	104.00	0.0	0.56	58	4.00	1.09	351.80	1.30	JH
26-Sep	10:28	431634	74	9758.48	1.83	104.00	1.0	0.25	54	4.00	1.26	350.50	1.80	JH
27-Sep	10:29	431708	67	9760.31	1.62	103.00	1.0	0.32	50	4.00	0.80	348.70	1.40	JH
28-Sep	10:45	431775	69	9761.93	1.85	102.00	0.0	0.68	46	4.00	1.23	347.30	1.70	JH
29-Sep	10:50	431844	69	9763.78	1.65	102.00	1.0	0.65	42	2.00	1.55	345.60	1.50	JH
30-Sep	09:42	431913	68	9765.43	1.26	101.00	1.0	0.41	40	4.00	1.29	344.10	1.60	As
1-Oct	10:37	431981		9766.69		100.00		0.70	36		1.70	342.50		JH
TOT			1990					26.28			33.92			
AVE			66					0.82			1.06			
MAX			89					1.76			1.82			
MIN			45					0.25			0.29			

SIGNATURE:  Ion Stear
 PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - SOUTH
IL0070300
MONTHLY OPERATING REPORT
FOR THE MONTH OF SEPT. 2025
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

Date	Time	Flow Meter		Hour Meter Well 5		Hour Meter Well 6		Chlorine Feed			Phosphate Feed		Flouride Feed		Operator Initials	
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	Ibs Used	Free	Scale	Ibs Used	PO4 mg/L	Scale		Ibs Used
31-Aug	11:40	654210		4758.32		5187.90		110.00		1.63	152		1.22	330.40		JH
1-Sep	08:45	654322	100	4758.32	0	5189.80	1.4	108.00	2.0	1.59	144	8.00	1.02	328.00	1.80	As
2-Sep	08:45	654422	91	4758.32	0	5191.2	1.4	106.0	3.0	1.4	140	5.00	1	326	1.40	As
3-Sep	08:20	654513	89	4758.32	0	5192.60	1.4	103.00	1.0	1.75	135	5.00	1.08	324.80	2.40	JH
4-Sep	11:25	654602	90	4758.32	0	5194.00	1.4	102.00	2.0	1.23	130	4.00	1.14	322.40	1.80	JH
5-Sep	11:45	654692	89	4758.32	0	5195.40	1.3	100.00	3.0	1.58	126	4.00	1.13	320.60	2.00	JH
6-Sep	12:00	654781	89	4758.32	0	5196.70	1.4	97.00	3.0	1.81	122	6.00	2.08	318.60	1.40	As
7-Sep	12:10	654870	124	4758.32	0	5198.10	1.9	94.00	0.0	1.82	116	6.00	1.32	317.20	2.60	As
8-Sep	08:47	654994	90	4758.32	0	5200.00	1.5	94.00	0.0	0.22	110	4.00	1.05	314.60	1.20	As
9-Sep	08:54	655084	95	4758.32	0	5201.50	1.4	94.00	2.0	0.25	106	4.00	1.56	313.40	1.40	As
10-Sep	08:50	655179	90	4758.32	0	5202.90	1.4	92.00	3.0	1.84	102	4.00	0.94	312.00	1.20	As
11-Sep	07:15	655269	121	4758.32	0	5204.30	1.9	89.00	2.0	4.00	98	6.00	1.33	310.80	2.00	As
12-Sep	11:13	655390	89	4758.32	0	5206.20	1.4	87.00	3.0	1.65	92	4.00	1.47	308.80	1.60	JH
13-Sep	10:38	655479	89	4758.32	0	5207.60	1.4	84.00	2.0	2.03	88	6.00	1.21	307.20	1.40	JH
14-Sep	11:37	655568	123	4758.32	0	5209.00	1.9	82.00	3.0	2.01	82	6.00	1.31	305.80	2.40	JH
15-Sep	11:48	655691	94	4758.32	0	5210.90	1.5	79.00	2.0	1.84	76	4.00	1.59	303.40	2.00	JH
16-Sep	11:28	655785	127	4758.32	0	5212.40	1.9	77.00	3.0	1.98	72	6.00	1.35	301.40	2.60	JH
17-Sep	11:15	655912	123	4758.32	0	5214.30	2	74.00	4.0	2.11	66	8.00	1.14	298.80	2.20	JH
18-Sep	11:20	656035	93	4758.32	0	5216.30	1.4	70.00	2.0	1.67	58	4.00	1.12	296.60	1.40	JH
19-Sep	11:00	656128	120	4758.32	0	5217.70	1.9	68.00	3.0	1.52	54	6.00	1.25	295.20	2.00	JH
20-Sep	11:11	656248	89	4758.32	0	5219.60	1.3	65.00	2.0	1.45	48	4.00	0.99	293.20	1.60	JH
21-Sep	11:11	656337	94	4758.32	0	5220.90	1.5	63.00	3.0	1.57	44	6.00	1.20	291.60	1.60	JH
22-Sep	11:12	656431	87	4758.32	0	5222.40	1.4	60.00	2.0	2.04	38	4.00	1.50	290.00	1.60	JH
23-Sep	00:12	656518	90	4758.32	0	5223.80	1.4	58.00	3.0	1.58	34	4.00	0.96	288.40	2.20	JH
24-Sep	11:56	656608	89	4758.32	0	5225.20	1.4	55.00	2.0	1.01	30	6.00	1.11	286.20	2.00	JH
25-Sep	11:43	656697	60	4758.32	0	5226.60	0.9	53.00	1.0	1.49	24 / 100	4.00	0.82	284.20	1.40	JH
26-Sep	12:01	656757	120	4758.32	0	5227.50	1.9	52.00	3.0	1.53	96	6.00	1.14	282.80	1.60	JH
27-Sep	11:22	656877	90	4758.32	0	5229.40	1.4	49.00	3.0	1.48	90	4.00	1.32	281.20	1.80	JH
28-Sep	11:00	656967	91	4758.32	0	5230.80	1.4	46.00	2.0	2.06	86	4.00	0.99	279.40	1.80	JH
29-Sep	11:05	657058	90	4758.32	0	5232.20	1.4	44.00	2.0	1.29	82	4.00	1.21	277.60	1.60	JH
30-Sep	10:15	657148	120	4758.32	0	5233.60	1.9	42.00	2.0	1.44	78	6.00	1.57	276.00	2.20	As
1-Oct	11:25	657268		4758.32		5235.50		40.00		0.65	72		1.22	273.80		JH
TOT			2946				46			51.48			39.36			
AVE			98				2			1.61			1.23			
MAX			127				2			4.00			2.08			
MIN			60				1			0.22			0.82			

SIGNATURE:  **Jon Stear**
 PHONE: 815-224-1650

DAILY DISTRIBUTION MONITORING REPORT

**VILLAGE OF POPLAR GROVE
FOR THE MONTH OF SEPT. 2025
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	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		Slope Standard	Well #2	Well #3	Well #4
1																	
2	Public work	1		2	Gas	0.2		.84	Gc	1		1.46	As			0.37	0.61
3	Village	1.12		0.97	Gas	0.3		0.57	Tower	1.29		1.43	As	88.00		0.45	0.98
4	post	1.1		0.69	gas	0.63		0.83	golf	0.86		0.95	JH			1.00	1.20
5	Village	1		1.21	oak	0.92		1.43	Tower	0.78		1.11	JH			0.80	0.90
6																0.64	1.50
7																0.49	0.91
8	Village	0.25		0.91	Garage	0.76		1.19	Golf	1.07		2.03	As			0.64	0.49
9	Public work	1		1.88	Gas	0.29		0.91	Tower	0.89		1.26	As	90.00		0.46	0.79
10	Village	0.46		1.04	Gas	0.34		0.79	Golf	1.02		1.99	As			0.47	0.52
11	Public work	1.12		1.31	Garage	0.68		1.26	Tower	1		1.27	As			0.81	0.63
12	Village	0.69		1.21	gas	0.42		0.67	Golf	1.22		1	JH			0.77	0.46
13																0.89	0.51
14																0.62	0.90
15	post	0.21		1.6	GAS	0.2		1.15	TOWER	1.33		1.15	JH	96.00		0.58	0.55
16	Village	0.8		1.02	gas	0.25		0.64	Tower	1.1		1.25	JH			0.71	0.91
17	Post	0.72		1.36	Oak lawn	0.45		1.11	Tower	1.34		1.50	JH			0.62	1.00
18	Village	0.25		1.07	Garage	0.69		0.75	Tower	1		1.36	JH			0.55	1.30
19	Arturo's	1.19		1.45	Oak lawn	0.27		0.45	Tower	1.54		1.22	JH			0.60	0.94
20																0.43	0.38
21																0.39	0.33
22	Village	0.91		0.37	Oak lawn	0.69		0.74	Tower	1.68		1.7	JH	91.00		0.45	0.96
23	Arturo's	1.19		0.91	Gas	0.27		0.58	Tower	0.83		0.69	JH			0.44	0.59
24	Village	0.5		1.28	Gas	0.34		0.56	Tower	1.63		1.46	JH			0.37	0.57
25	Post	0.43		1.3	Oak lawn	0.3		0.75	Tower	1.27		0.72	JH			0.53	0.64
26	Arturo's	0.75		1.2	Gas	0.35		0.67	Tower	1.12		1.28	JH			0.27	0.63
27																0.95	0.22
28																0.96	0.62
29	Village	0.5		1.41	Gas	0.64		0.91	Tower	1.23		1.45	JH	91.00		0.66	0.67
30	Village	0.72		2.02	Garage	0.75		0.92	Tower	1.74		1.71	As			0.63	0.99
1	Post	0.57		0.76	Gas	0.6		1.15	Tower	1.16		1.44	JH				0.78

Signature: 
PHONE: 815-224-1050
Ion Stear



To: The Village President and Board of Trustees

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

Re: Engineering Report – October 2025 Activity

Date: November 12, 2025

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

- **South Wastewater Treatment Plant:** Staff is currently in the process of reviewing past agreements to determine if any action is needed on the Village's behalf as a result of the permitted capacity reduction.
- **Candlewick Lake Interconnection Agreement:** Aqua Illinois has provided a draft agreement which is under review, which honestly has taken longer than expected. Our goal is to present a draft of the agreement to the Board for approval in December.
- **Sludge Application Permits:** DPW Howe has secured locations for the land application of sludge, and our office is now in the process of preparing the permit applications. We expect to submit to IEPA for permits in mid-December, so we should have permits in hand for a spring application.
- **Surf Internet:** Surf has recently submitted revised plans which were reviewed and returned to Surf for revisions. We are still working through plan comments, but we have approved one set of plans to date. Surf has not provided a construction start date as of the time of this memo.
- **2025 Pavement Maintenance Program:** The vast majority of the work was completed in October and overall, we are pleased with the results. At the time of this memo, there are only a couple minor items that remain to be completed, and we expect to process the final pay application and closeout paperwork in December.
- **Bel Air North Subdivision:** All of the sanitary sewer and services have been installed, and as of the date of this memorandum approximately 95% of the water main and services have been installed. The Contractor is currently installing storm sewer which should wrap up early next week. The subgrade of the roadways is also currently being prepared/tested, and base aggregate will soon be installed.
- **Westergren Subdivision:** As we advised last month, New Leaf has expressed interest in continuing to construct homes along Sycamore and Hughes in Westergren. We have determined the scope of work necessary to finish the streets which generally includes repairing inlets, patching, a minor amount of curb and gutter removal and replacement, manhole adjustment and paving. The information was provided to New Leaf and its engineer, and we are currently awaiting their comments/questions.



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 N. Hill Street, Poplar Grove, IL 61065

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

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

Public Works Report – October 2025

Parks & Recreation

- Aerated all park and facility properties.
- Winterized Lions Park water services.
- Completed final mowing of all properties, roadways, and drainageways.
- Completed final trimming for all Village properties.
- Ground stumps from trees that were removed throughout the year.
- Removed garbage cans from all parks.
- Removed porta potties from all parks for the season.
- Ordered new playground equipment for West Grove; installation scheduled for early spring.

Roads & Infrastructure

- Continued replacement of damaged or aging signposts Village-wide.
- Trimmed tree canopies in neighborhoods.
- Removed inlet protection from original road reconstruction in Westergren.
- Conducted Village-wide boom mowing.
- Swept streets Village-wide; work continues through fall and early winter.
- Repaired manholes in Ravenscrest, Bennett's Crossing, and Bel Air by removing a 4'×4' section of damaged or heaved asphalt around raised manholes and installing concrete tapered back to the road; work will continue as weather allows.
- Completed Capital Improvement Program projects for the year, including resurfacing Titleist; replacing curb, gutter, and storm drains along Titleist; and sidewalk replacement in Old Town and Prairie Green.
- Sidewalk projects will continue annually as part of the Capital Improvement Program.
- Restocked roadstone and chip for winter.

Water & Sewer

- Capped dead-end water main in Westergren off Hill St.
- Completed hydrant repairs.
- Replaced 36 MXUs Village-wide due to age and reading issues.
- Replaced chemical feed pipe at Well 5/6.

- Replaced damaged blower at treatment plants.

Facilities & Equipment Repairs

- Installed tree for NBFD3 at the property line between the training tower and Village Hall.
- Serviced all 5-yard plow trucks, loader, and daily-use trucks.
- Cleaned and winterized all winter equipment; stored at Edson Rd shop.
- Installed plow equipment on all trucks; fleet is ready for snow operations.
- Replaced power steering pump on one-ton truck.
- Removed overgrowth and brush around Waco Lift Station; screening plantings planned for spring at Waco and Prairie Point.
- Reorganized and prepped the coverall storage on Edson Rd and the cold-patch storage area at the NWWTP.
- Re-graded stone driveway to Well 5/6.

Administration & Planning

- Continued coordination with Comcast on Village telecommunications system upgrade.
- Maintained discussions with developers on active and potential projects.
- Continued coordination with New Leaf/Contry regarding lots in Westergren.
- Staff attended the APWA Snow Plow Rodeo.
- Finalized SCADA work for presentation at the November meeting.
- Finalized parcels for sludge application permit, on track for spring approval.
- Updated current GIS mapping; additional updates planned for winter.
- Airport hangar expansion project began roadway and infrastructure construction.
- Continued review of Surf Fiber Optic permits; substantial revisions still required.

As always, please contact me with any questions or concerns. I am available to provide additional details on any past, current, or upcoming projects.

100 S. State Street Repair & Improvements

Item	Cost	Notes
Flooring	\$ 2,500.00	Recommending basice viny flooring Wood paneling that is damaged and moldy, recommending 1/4"
Walls	\$ 2,500.00	drywall
Ceiling Repair	\$ 500.00	Needs to be scraped of popcorn, repaired, painted
Electrical	\$ 300.00	Light replacement, bulbs, outlets, and sockets
Toilet Replacment	\$ 100.00	
Interior Door	\$ 200.00	Missing Door
Tools & Supplies	\$ 400.00	Mud, trowels, joint tape, etc
Trim	\$ 400.00	
TOTAL	\$ 6,900.00	
Estimate Range	\$4,000 - \$10,000	



Fw: 100 S State St.

From Kristi Richardson <KRichardson@villageofpoplargrove.com>

Date Fri 11/14/2025 2:04 PM

To Karri Miller <clerk@villageofpoplargrove.com>

1 attachment (65 KB)

100 S State Stree Estimate Cost of Repairs.pdf;

Karri,

Please add David's email and this spreadsheet to the agenda packets. Thank you.

Kristi Richardson

Village of Poplar Grove President

304-707-5301

krichardson@villageofpoplargrove.com



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www.poplargrove-il.gov

From: David Howe <dhowe@villageofpoplargrove.com>

Sent: Friday, November 14, 2025 11:49 AM

To: Kristi Richardson <KRichardson@villageofpoplargrove.com>

Subject: 100 S State St.

Kristi,

Rough estimate for 100 S. State remodel if we wanted to utilize the building - \$4000-\$10000. These are very rough estimates using basic calculations and research. The building is 659 sq ft, so all numbers are based on that.

The flooring needs to be replaced. Walls are wood paneling that is damaged and moldy, we would drywall. These are the two largest costs and will range \$2400-\$5000 - this depends on actual materials used (recommending ¼ drywall and basic vinyl flooring to stay on low end) and how it all lays out with actual room shapes.

The ceiling needs to be scraped of the popcorn material and then repaired in spots. I don't necessarily have a good estimate on this because it's hard to tell the extent or process to make the repairs, but I would say \$500+ on this.

Odds and ends tools and materials for doing the drywall and flooring will range around \$400 - mud, trowel, joint knife, tape, etc.

Electrical is somewhat of an issue as well - two shop style lights need to be replaced, as well as bulbs, a couple of outlets, and a socket. I would expect this to be around 150-300 and that would be if no wiring needs to be replaced or we run into any other power issues.

The toilet is in rough condition and we will need a new one. \$100

An interior door is missing and needs to be replaced. \$100-200

Trim would be needed after installing the floor and walls, I would recommend just something basic and that will be around \$300-400.

Obviously as with any remodel project, I would expect to run into some costs that aren't accounted for. There is also the fact that we don't know what condition the insulation and subfloor are in which could be a significant added cost.

Let me know if you have any other questions regarding this and I will do my best to answer them.

David Howe
Director of Public Works
Village of Poplar Grove
200 N. Hill St.
Poplar Grove, IL 61065
Cell: 815-742-0418
Office: 815-765-3201

RESOLUTION NUMBER: 2025-26

A RESOLUTION CREATING A HIRING POLICY FOR THE VILLAGE OF POPLAR GROVE

WHEREAS, the Village of Poplar Grove (“Village”) desires to create and implement a Hiring Policy; and

WHEREAS, the Village Hiring Policy is attached hereto Exhibit A and incorporated herein; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to approve the creation of a Village Hiring Policy.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby accepts and approves the Village Hiring Policy attached hereto as Exhibit A or one in substantially similar form.
3. The Village President and the Village Clerk are hereby authorized to execute and attest said Hiring Policy and any other documents necessary to effectuate the intentions set forth therein.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2025

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2025

PRESIDENT

ATTEST:

VILLAGE CLERK

Exhibit A

Village Hiring Policy

PURPOSE.

The purpose of this policy is to establish a set of guidelines for hiring practices within the Village of Poplar Grove to ensure the selection of qualified candidates in a fair and equitable manner for staff, other than appointed Officers by the Village President under municipal law.

APPLICABILITY.

This policy shall apply to all hiring processes within the Village of Poplar Grove, including but not limited to full-time, part-time, seasonal, and temporary employees. This article does not apply to elected officials, or Officers, who are subject to other election laws and procedures.

EQUAL OPPORTUNITY EMPLOYMENT.

A. The Village of Poplar Grove is an equal opportunity employer. All hiring decisions will be made based on qualifications, skills, experience, and merit, without regard to race, color, national origin, religion, age, gender, sexual orientation, disability, or any other characteristic protected by law.

B. The Village will make reasonable accommodations for applicants with disabilities in accordance with the Americans with Disabilities Act (ADA) and applicable state and local laws.

HIRING PROCESS.

A. Job Postings.

1. All job openings shall be posted publicly, in a minimum of three (3) locations, on the Village's official website, local bulletin boards, and other reasonable outlets (e.g., local newspapers or job boards) as determined by the Village Clerk or designee.
2. The job posting shall include a description of the position, qualifications required, job duties, salary range, application deadline, and other relevant details.

B. Application Submission.

1. Applicants must submit their applications in writing, either via the Village's online portal, by email, or by hand delivery to the Village Hall, depending on the specific instructions provided in the job posting.
2. Applications shall include a completed application form, a resume (if required), and any other documents requested in the job posting.

C. Screening and Interviews.

1. Department Heads shall review all applications for positions of which the Department Head supervises to ensure applicants meet the minimum qualifications outlined in the job posting.
2. Department Heads shall conduct interviews for positions in their respective departments to assess candidates based on their qualifications, experience and suitability for the position.
3. The Village President or designee shall review all applications for Department Head-level positions to ensure applicants meet the minimum qualifications outlined in the job posting.
4. For purposes of filling vacancies in Department Head-level positions a hiring committee shall be formed, composed of at least three individuals, including the

Village President, another Village Department Head, and the Administration/Finance Chair. The Village President may add additional members to the hiring committee depending on the position to be filled.

5. The hiring committee will screen applications, conduct interviews, and assess candidates based on their qualifications, experience, and suitability for the position.

D. Background Checks.

1. All candidates under consideration for hire may be subject to a background check, which may include criminal history, employment history, and other relevant checks based on the nature of the position.
2. The Village will obtain written consent from the candidate prior to conducting any background checks.

E. Selection and Offer.

1. Upon completion of the interview process, the Department Head, Village President or hiring committee will submit a recommendation for the selected candidate to the Village Board for final approval.
2. Once approved, a formal job offer will be extended to the selected candidate. The offer will include details of the position, salary, benefits, and any other applicable terms.

HIRING AND EMPLOYMENT.

A. Hiring.

1. The Village Board shall formally approve all hirings for Village employment, including full-time, part-time, and temporary positions.

B. Employment Policies.

1. All employees of the Village of Poplar Grove will be subject to the Village's employee policies and procedures as set forth in the Employee Handbook, including but not limited to policies regarding ethics, conduct, and workplace safety.

NON-DISCRIMINATION.

The Village of Poplar Grove shall adhere to all federal, state, and local laws related to non-discrimination in hiring practices. Any person who believes they have been discriminated against in the hiring process may file a complaint with the Village Clerk.

RETENTION OF RECORDS.

A. The Village Clerk shall maintain all application materials, interview notes, and background check results until such records are authorized for destruction by the Illinois Local Records Act.

B. Upon request, candidates may review their own application materials, but not the materials of other candidates.

C. After hiring, the candidate may be subject to Freedom of Information Act requests of application materials as a public employee.

IMPLEMENTATION.

The Village President, Village Clerk, and Village Board shall be responsible for implementing the provisions of this policy and ensuring that all hiring procedures follow the established guidelines.

RESOLUTION NUMBER: 2025-27

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
AUTHORIZING THE VILLAGE TO APPROVE A REVISION TO THE VILLAGE
HALL RENTAL AGREEMENT AND POLICY**

WHEREAS, the Village of Poplar Grove (“Village”) has a policy and rental agreement for the to rental of Village Hall; and

WHEREAS, the Village desires to approve revisions to the policy and rental agreement; and

WHEREAS, the revised Village Hall Rental Policy is attached hereto as Exhibit A and incorporated herein; and

WHEREAS, the revised Rental Agreement is attached hereto as Exhibit B and incorporated herein; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to approve these revisions.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby accepts and approves revisions to the Village Hall Rental Policy attached hereto as Exhibit A or one in substantially similar form.
3. The Village hereby accepts and approves revisions to the Rental Agreement attached hereto as Exhibit B or one in substantially similar form.
4. The Village President and the Village Clerk are hereby authorized to execute and attest said Village Hall Rental Policy and Rental Agreement and any other documents necessary to effectuate the intentions set forth therein.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2025

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2025

PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A
Village Hall Rental Policy

VILLAGE OF POPLAR GROVE
FACILITY RENTAL POLICY AND GUIDELINES

200 North Hill Street; Poplar Grove, IL 61065

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

www.poplargo-il.gov

Thank you for considering the Village of Poplar Grove's rental facilities as a possible location for your next special event. Listed below is a description of the facilities and the policies the Village has adopted to assist you with your planning.

AVAILABLE FACILITIES, FEES AND DEPOSIT

Room Rental This rental package is especially suitable for large group meetings and small parties. Capacity is 60 people with tables and chairs and 128 people with chairs only.

Fee Procedure

- **Security Deposit:**
A **\$180 security deposit** is required at the time of application to confirm your reservation date and time.
 - The security deposit is **required for all rentals**, including **businesses and non-profit organizations**.
- **Rental Fees:**
Rental fees must be **paid prior to the reservation date**.
- **Fee Exemptions:**
The following are **exempt from rental fees**, but must still complete this form and follow all facility rules:
 - The **Village of Poplar Grove**, its committees, activities, and sponsored events
 - **Non-profit organizations**
 - **Local, state, and federal government agencies or organizations**
- **Room Rental Rates:**
 - **Poplar Grove Residents:** \$75 per rental

- **Non-Residents:** \$150 per rental
- **Insurance:**
 - Applicants may be required to provide **proof of insurance** acceptable to the Village in the amount of **\$1,000,000.00**.
 - **All businesses and organizations**, including those with not-for-profit status, **must provide proof of liability insurance**.
 - **Proof of insurance is required** for any event that includes a **bounce house or inflatable attraction**.

RENTAL POLICIES

- **Reservations and Cancellations:** All reservations are made through Village Hall (815)765-3201. Applications must be completed and approved, with appropriate fees and deposits paid before confirmation can be made. Reservations may be made up to six months in advance.
- **Changes** in time, rescheduling, or cancellations must be done in person or in writing and are subject to availability. Cancellations received at least one week prior to the event will receive a full refund of fees; those received after this time shall result in a partial refund or 50%. Please allow one month for refunds.
- **Security Deposits:** All deposits are refundable if the facility is returned to its pre-event condition (free of food, trash decorations, etc., and furniture returned to pre-event locations) and renter has complied with all Village facility rental regulations. Village Key is returned the day of event in Village Utility Lock Box outside Village Hall. Village staff or a representative and rental applicant shall conduct an inspection both before and after the event to determine the condition of the facility at those times.
- **Decorations:** No nails, staples, duct tape, double-sided tape or chemicals of any kind shall be used to secure decorations to the walls or woodwork. Fog machines or lighted candles are not permitted. Balloons or other decorations can be tied or taped (painter or scotch). Poplar Grove facility decorations (pictures, signs) may not be taken down or removed without staff approval.
- **Hours:** Day and evening use until 10 PM, unless other arrangements are made in advance.
- **Music-Noise Level:** Music and other sounds shall not interfere with other concurrent users of the building or be heard outside the facility. Please remember that this facility is in a residential section of town. Be considerate of our neighbors and turn your music down, especially after 10 PM. AUDIO/SPEAKER SYSTEM NOT INCLUDED. BRING YOUR OWN.
- **Alcohol:** Alcoholic beverages are not permitted on Village property. Non-compliance with this regulation or intoxication of guests may be cause for termination of activity and forfeiture of all fees.
- **Smoking:** Smoking is not permitted in/or 15 feet of Village Buildings.
- **Property and Equipment:** Village equipment and or furnishings shall not be removed from the premises. Damage to Village property may result in billing for replacement or repair and/or forfeiture of deposit.
- **Conduct:** Rental applicant is responsible for the conduct of all guests.

- **Village Access:** The Village reserves the right of full access to facility at all times to insure compliance with regulations.
- **Cleanup:** Please replace all furniture to its original location. Don't block doors or the thermostat on the wall. Sweep floors. Wash any counters that had food on them. Garbage is to be removed from building and placed in dumpster.
- **Lost or Stolen Articles:** The Village is not responsible for lost or stolen articles.
- **Accidents:** Accidents occurring on Village property are to be reported immediately. For emergencies only please call (815) 742-0418.
- **Village Board Room:** Village Board Room will be locked by Village Staff the day before event. If Village Board Room is required by applicant, it must be cleared with Village Staff at time of application rental fee is due prior to the event.

EXHIBIT B
RENTAL AGREEMENT

VILLAGE OF POPLAR GROVE

Facility Checklist

RENTER: _____ RENTAL DATE: _____

The following is a list of items that need attention at the end of each rental. We ask that renters use this form as a guide to keep our facilities neat and clean. These items are evaluated by the Village Hall Staff. Damage Deposits are withheld based on the satisfactory cleaning of the rental site and Village Key returned. Thanks in advance for your cooperation in keeping our facilities clean and in good order.

**Note: Please use the reverse side of this form for additional comments.*

	Pre-Event Inspection	Post-Event Inspection
Tables should be wiped down; no stains or sticky surfaces. Leave tables in position at time of Rental.		
Chairs should be wiped down, no stains or sticky surface. Any Additional chairs set up shall be folded away on cart.		
Countertops, kitchen sinks & appliances should be wiped down.		
Appliances must be clean & operational (microwave, refrigerator & garbage disposal).		
No markings on wall surfaces; stains, scuffs, holes		
Floors cleaned; mopped if applicable.		
Garbage bags removed from building and placed in dumpsters. Failure to remove the garbage will result in a \$180.00 charge against the Damage Deposit.		
Check outside of building for debris.		
Bathrooms must be picked up; stalls checked.		
Refrigerator is used by Village Staff. Please remove YOUR items After event		
Remove all decorations.		
Clean mop station area (If used).		
Doors Secured.		
Village Key returned in Utility Lock Box		

FOR STAFF USE ONLY

Release Security Deposit

☐ \$180.00

Forfeit Full Security Deposit

☐ Yes ☐ No

Reason for Forfeiture of Security Deposit:

Staff Initial:

Date:



VILLAGE OF POPLAR GROVE

APPLICATION TO RESERVE VILLAGE HALL

NAME OF APPLICANT(S): _____

STREET ADDRESS: _____ CITY: _____

STATE: _____ ZIP CODE: _____

PHONE NUMBER OF APPLICANT: HOME/CELL _____

DATE(S) REQUESTED: _____

HOURS REQUESTED: _____ TO _____ MAX NUMBER TO BE IN ATTENDANCE: _____

FOR THE PURPOSE OF: _____

DEPOSITS & FEES:

DEPOSIT

\$180

Due at time of Application

**Refundable; Contingent on Room
condition & Village Key Returned**

Room Rental Fee

Residents: \$75

Nonresidents: \$150

Non-Refundable

***Village Key pick-up 24 hours
before event**

ALL PAYMENTS MUST BE SUBMITTED TO THE VILLAGE OF POPLAR GROVE WITH THE COMPLETED APPLICATION.

☐ **I have read and understand and agree to comply with the Policy and Guideline Packet;**

Initial:_____

The applicant agrees by signing this application that the deposit shall be held by the Village of Poplar Grove, and may be applied to property damage to the premises and/or Village Key not being returned the day of rental, resulting from the time of the activity or may be forfeited as a result of the activity. The Village may also seek further action to recover damages to the

occupied premises. The applicant agrees not to use the premises for any unlawful activity and agrees to abide by all Village Hall rules, Regulations, and Ordinances of the Village of Poplar Grove. Person(s) using the Village Hall do so at their own risk. The Village and its employees are not responsible for damage to or loss of property of person(s) using the Hall. The Village will be contacted immediately for any injuries that result while person(s) are using the Hall. I, the applicant, have read and fully understand all the policies and guidelines as attached necessary for the use of Village Hall, and I will comply.

☐ I have read and understand the above waiver.

APPLICANT SIGNATURE: _____ DATE:_____

- ☐ Deposit refund date:_____
- ☐ Key Given to: _____
- Date: _____
- ☐
- Fee Paid Date: _____
- ☐ Paid by: CK Number _____ CC Last Four Numbers
- _____ CASH _____

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 for the term December 1, 2025, through December 1, 2026; and

WHEREAS, the Village desires to accept the proposal of Illinois Counties Risk Management Trust for the provision of insurance coverage for the Village for a total annual cost of One Hundred Thirteen Thousand Seven Dollars and 00/100 (\$113,007.00); 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 Counties 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 \$113,007.00 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 _____, 2025

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2025

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A: PROPOSAL

ORDINANCE NUMBER: 2025-29

AN ORDINANCE AMENDING TITLE II BUSINESS AND LICENSE REGULATIONS, CHAPTER 6, RAFFLES, SECTION 2-6-5 ISSUANCE AND SECTION 2-6-6 FEES OF THE CODE OF ORDINANCES FOR THE VILLAGE OF POPLAR GROVE

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

WHEREAS, the Village wishes to amend Title II “Business and License Regulations,” Chapter 6 “Raffles” contains Sections 2-6-5 “Issuance” and 2-6-6 “Fees “of the Code; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to approve amendments to the Chapter of the Code regarding Raffles.

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

1. The above recitals are incorporated herein and made a part hereof.
2. Section 2-6-5 of Chapter 6 Raffles of Title II Business and License Regulations, of the Code of Ordinances for the Village of Poplar Grove, shall and hereby is amended, in relevant part, as follows (deletions shown as ~~striketroughs~~ and new language as **bold and underlined**):

2-6-5. - ISSUANCE.

- A. The Village Clerk shall receive all license applications. Provided that an applicant has submitted any and all information required by the application, paid any and all necessary fees and otherwise meets with all the requirements and provisions of this Chapter 6, the Village Clerk shall issue a raffle license to the applicant within 30 days from the date of application. A raffle license shall be valid for a period of 30 days from and after its issuance unless the Village Clerk specifically authorizes a license for a longer or shorter period of time. In no event shall a license be authorized for a period longer than one year. The Village Clerk has the authority to issue the following types of licenses for raffles:

Class A: **Calendar Raffle. Class A 12-month raffle license shall permit the conduct of a raffle or raffles as defined above. Class A raffles shall be licensed annually for a period not to exceed a 12-month period commencing on the day after the license is approved by the Village Clerk. Such license shall permit no more than 52 raffle events. Should the applicant desire to hold more raffles, an additional application shall be required.** General raffle license. A general raffle license shall permit an organization the ability to conduct a raffle that

~~may include multiple drawings to award the prizes but all drawings must occur on the same day and at the same location and within the confines of the same raffle event.~~

~~Class B: Multiple raffles license. A Class B license allows multiple 50/50 raffles to be conducted within 12 consecutive calendar months. Such license shall permit no more than 52 raffle events.~~

Class **BC**: One time emergency raffle license. A Class B raffle license **shall permit the conduct of** ~~allows a not for profit fundraising organization or group, organized for the sole purpose of providing financial hardship assistance to an identified individual or group of individuals suffering severe financial hardship as a result of an injury, disability, accident or disaster, to~~ conduct one raffle event. ~~for that purpose.~~ All drawings must occur on the same day and at the same location and within the confines of the same raffle event.

~~Class D: Calendar Raffle. A 12-month raffle license shall permit the conduct of a raffle or raffles as defined above. Class D raffles shall be licensed annually for a period not to exceed 12-month period commencing on the day after the license is approved by the Village Clerk. Such license shall permit no more than 52 raffle events.~~

~~Class E: Limited annual raffle license. A limited annual raffle license permits an organization to regularly conduct raffles among its own membership at a regularly scheduled organizational meeting. Chances for these raffles may only be sold, and the drawings held, on the day of the meeting. Such licenses shall permit no more than 52 raffle events per year.~~

B. A raffle license shall contain the following.

1. The area in which raffle chances will be sold or issued;
2. The period of time during which raffle chances will be sold or issued;
3. The date, time, and location on or at which the winning chances will be determined.

C. Such license shall be prominently displayed at the time and location of the determination of the winning chances.

D. A license shall be valid for one raffle only, **unless a Class A license is issued which** ~~the Village Clerk specifically authorizes a specified number of raffles to be conducted during a specified period not to exceed one year.~~

E. A license may be suspended or revoked for any violation of this chapter.

3. Section 2-6-6 of Chapter 6 Raffles of Title II Business and License Regulations, of the Code of Ordinances for the Village of Poplar Grove, shall and hereby is amended, in relevant part, as follows (deletions shown as ~~strikethroughs~~ and new language as **bold and underlined**):

2-6-6. - FEES.

The fee for a Class A, or B ~~or E~~ license is \$25.00. ~~A not-for-profit may apply for a waiver of Class A license fees once in a Village fiscal year (May 1 through April 30). There is no fee for a Class C license. The fee for a Class D license is \$100.00.~~ When an application for a raffle license is filed, such application fee is nonrefundable even if the application is rejected by the Village Clerk.

- 4. Except as amended by this Ordinance, all other provisions and terms of the Village Code of Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.
- 5. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2025

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2025

PRESIDENT

ATTEST:

VILLAGE CLERK

Ordinance 2025-31

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE VILLAGE OF
POPLAR GROVE, ILLINOIS, RELATING TO THE ADOPTION OF THE 2021
INTERNATIONAL BUILDING CODE AND AMENDMENTS THERETO**

WHEREAS, the Village of Poplar Grove, an Illinois municipal corporation (the “Village”), has codified its rules and regulations in its Code of Ordinances of the Village of Poplar Grove (the “Village Code”), and within the Village Code, Section 7-1-1 adopted the 2021 edition of the International Building Code (“IBC 2021”) establishing uniform minimum regulations governing the design, construction, alteration, and maintenance of buildings and structures within the Village; [and](#)

WHEREAS, Section 7-1-7 of the Village Code contains the Village’s previously adopted local modifications and adaptations to the IBC [2021](#) tailored to address the Village’s unique conditions and requirements; [and](#)

WHEREAS, IBC [2021](#) Section 412.3 of the IBC [2021](#) references Section 409 of the National Fire Protection Association (“NFPA”) Standards; [and](#)

WHEREAS, Section 409 of the NFPA sets forth certain fire protection, life safety, and operational requirements for the design, construction, and use of aircraft hangars; [and](#)

WHEREAS, the Village finds that it is appropriate to further modify the IBCA [2021](#) to modify certain fire safety requirements for small aircraft hangars having a maximum single fire area of 7,500 square feet or less, which will ensure public safety while maintaining consistency with the IBC 2021 and the NFPA standards, including fire protection requirements, to promote public safety and clarity in the application of the IBC 2021 within the Village.; ~~and~~

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

1. Recitals. The above recitals are incorporated by reference herein and made a part hereof.
2. Modification to Section 7-1-7. Section 7-1-7 of the Code of Ordinances, titled “~~Amendments~~[Adoption of the International Building Code](#),” is hereby amended to include the following provision modifying IBC [2021](#) Section 412.3.6:

A hangar having a maximum single fire area of 7,500 square feet or less shall require only a fire barrier having a fire-resistance rating of not less than one (1) hour and shall not be required to have automatic sprinklers; provided, however, that any such hangar shall be equipped with a fire alarm system that detects smoke or heat, activates audible and visual notification devices, including horns and strobes to alert occupants, and automatically transmits an alarm signal to the local fire department having jurisdiction.

- 3. Intent of Ordinance. The intent of this Ordinance is to amend all provisions of the Village Code that are inconsistent herewith, without the need for specific references to particular building or other code sections, to the extent necessary to ensure that the improvements located upon the property are deemed to comply with the modification set forth herein.
- 4. Conflict. Except as amended in this Ordinance, all other provisions and terms of the Village Code of Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.
- 5. Effectiveness. This Ordinance shall be in full force and effect from after its passage, approval, and publication in pamphlet form as provided by law.

PASSED UPON MOTION BY/ SECONDED BY: _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2025.

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER: _____

APPROVED _____, 2025.

ATTEST:

CLERK

PRESIDENT

Date Updated: 11.14.2025

Nov-25

TO BE ATTACHED IN PACKET AS SUMMARY REPORT

FOR APPROVAL	Actual to Date	Total by Type	
	Check Run #1	Check Run #2	
AP Checks	\$105,314.94	\$637,663.15	\$742,978.09
EFTS (ACH)	\$35,506.92	\$22,769.15	\$58,276.07
Payroll	\$0.00	\$42,449.91	\$42,449.91
Insurance	\$23,282.08	\$0.00	\$23,282.08
Total	\$164,103.94	\$702,882.21	\$866,986.15

Payroll (11.13.2025 and 11.27.2025)

Specific Breakout:	Actual for the month paid	Estimate Additional	Total by Type
--------------------	---------------------------	---------------------	---------------

Total	\$0.00	\$0.00	\$0.00
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FINAL NUMBERS

Monthly Approvals	October 2025 Final Numbers	Actual	Difference
Requested			
AP Checks	\$425,697.64	\$425,509.11	-\$188.53
EFTS (ACH)	\$57,201.62	\$57,201.62	\$0.00
Payroll	\$77,864.05	\$99,271.88	\$21,407.83
Insurance	\$16,806.60	\$16,806.60	\$0.00
Total	\$577,569.91	\$598,789.21	\$21,219.30

2 voided checks

3 payroll in october

Specific Breakout:	Requested	Actual	Difference
--------------------	-----------	--------	------------

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: ABBY PEST ELIMINATION LLC						
14450	11/06/2025	ABBY PEST ELIMINATION	PEST CONTROL @VH	01-50-4301	47.00	47.00
14451	11/06/2025	ABBY PEST ELIMINATION	PEST CONTROL @OLDPWBLDG	01-53-4240	67.00	67.00
14453	11/06/2025	ABBY PEST ELIMINATION	PEST CONTROL @NPWBLDG	01-53-4240	85.00	85.00
14449	11/06/2025	ABBY PEST ELIMINATION	PEST CONTROL @NWWTP	31-75-4301	165.00	165.00
TOTAL VEN						364.00
VENDOR NAME: AIRGAS USA, LLC						
5520569659	11/01/2025	AIRGAS USA, LLC	LEASE RENEWAL	01-53-4301	110.95	110.95
TOTAL VEN						110.95
VENDOR NAME: AMAZON CAPITAL SERVICES						
1FRQ-D3J6-DW39	11/10/2025	AMAZON.COM	XMAS TREE TIMER TRUCK SOCKET SET	01-53-4226	188.65	220.13
				01-55-4302	25.49	
				01-53-4226	5.99	
1XNH-FK14-DJCM	11/05/2025	AMAZON.COM	OFFICE SUPPLIES	01-50-4301	169.07	169.07
11PD-7RLP-CH1L	11/05/2025	AMAZON.COM	XMAS TREE LIGHTING	01-55-4302	766.02	766.02
IMHF-DMLN-NGVY	11/07/2025	AMAZON.COM	OFFICE SUPPLIES	01-50-4300	77.64	77.64
1XHD-D36G-RF4P	11/11/2025	AMAZON.COM	RETURN OF CUPS	01-55-4302	(13.99)	(13.99)
1MY3-FGTR-3CNG	11/13/2025	AMAZON.COM	XMAS TREE LIGHTING	01-55-4302	25.49	25.49
1WNL-Q6MN-3WMQ	11/13/2025	AMAZON.COM	FORD 750 COOLANT	01-53-4226	37.98	37.98
TOTAL VEN						1,282.34
VENDOR NAME: B&F CONSTRUCTION CODE SERVICE, INC.						
70219	11/11/2025	B&F CONSTRUCTION CODE	SOLAR PLAN REVIEW	01-55-4215	265.00	265.00
70232	11/12/2025	B&F CONSTRUCTION CODE	NHC	01-55-4215	797.89	797.89
70253	11/12/2025	B&F CONSTRUCTION CODE	NHC	01-55-4215	797.89	797.89
70254	11/11/2025	B&F CONSTRUCTION CODE	NHC	01-55-4215	804.14	804.14
70255	11/12/2025	B&F CONSTRUCTION CODE	NHC	01-55-4215	860.78	860.78
21648	11/11/2025	B&F CONSTRUCTION CODE	AUGUST INPECTIONS	01-55-4215	6,671.56	6,671.56
70133	11/13/2025	B&F CONSTRUCTION CODE	HANGER BUILD	01-55-4215	4,652.78	4,652.78
21650	11/11/2025	B&F CONSTRUCTION CODE	OCT INSPECTIONS	01-55-4215	8,607.88	8,607.88
21649	11/11/2025	B&F CONSTRUCTION CODE	SEPT INPECTIONS	01-55-4215	6,026.90	6,026.90
21623	11/04/2025	B&F CONSTRUCTION CODE	OCT ADMIN TIME	01-55-4237	3,925.00	3,925.00
TOTAL VEN						33,409.82
VENDOR NAME: BLAIN'S FARM & FLEET						
BFF-092184	10/31/2025	BLAIN'S FARM & FLEET	ZACH CLOTHING ALLOWANCE	01-53-4080	133.74	133.74
TOTAL VEN						133.74
VENDOR NAME: COMCAST						
8489NOV25	11/05/2025	COMCAST	VH & PW INTERNET AND L/S PHONE LINES	01-53-4202	222.90	401.58
				01-50-4202	203.85	
				31-50-4202	(6.66)	
				31-68-4202	(6.93)	
				31-68-4202	(11.58)	
TOTAL VEN						401.58
VENDOR NAME: COMED						
555532300OCT25	11/07/2025	COMED	WACO C/L/S	31-70-4204	306.66	306.66
112646222OCT25	11/07/2025	COMED	BOEING PUMP STATION	31-68-4204	42.98	42.98
3061267111OCT25	11/03/2025	COMED	L/S MAIN ST	31-75-4204	32.93	32.93
299497500OCT25	11/07/2025	COMED	WELL HOUSE #4	31-68-4204	1,096.76	1,096.76
531862700OCT25	11/07/2025	COMED	SWWTP #2	31-79-4204	35.70	35.70
086256122OCT25	11/07/2025	COMED	HARVEST WAY L/S	31-75-4204	136.79	136.79
317289222OCT25	11/07/2025	COMED	WELL HOUSE #2	31-68-4204	79.73	79.73

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: COMED						
0622964000	OCT25 11/07/2025	COMED	BEAVER LIFT STATION	31-75-4204	148.38	148.38
4653503000	OCT25 11/10/2025	COMED	SWWTP METER #1	31-79-4204	11,800.49	11,800.49
7470531222	OCT25 11/10/2025	COMED	NWWTP	31-77-4204	4,084.35	4,084.35
7991645000	OCT25 11/10/2025	COMED	WELL HOUSE 5 &6	31-68-4204	1,656.74	1,656.74
9866415000	OCT25 11/10/2025	COMED	WATER TOWER & WELL 3	31-68-4204	1,165.53	1,165.53
TOTAL VEN						20,587.04
VENDOR NAME: CONSERV FS INC						
33046226	10/12/2025	CONSERV FS INC	ROUND UP FOR STREETS	01-53-4228	70.88	70.88
TOTAL VEN						70.88
VENDOR NAME: DALE BONESCHANS						
11/13/2025	11/13/2025	DALE BONESCHANS	UB Receipt Refund for Account #: 001109	31-00-1401	17.40	0.00
				31-00-1401	34.79	
				31-00-1401	8.69	
				31-00-1401	17.37	
TOTAL VEN						0.00
VENDOR NAME: ELLINGSON, DENNIS						
2025	11/11/2025	ELLINGSON, DENNIS	HORSE & WAGON RIDES 2025	01-55-4302	750.00	750.00
TOTAL VEN						750.00
VENDOR NAME: FOX VALLEY INTERNET, INC.						
794015	05/01/2025	FOX VALLEY INTERNET,	MAY2025 NWWTP & SWWTP INTERNET	31-77-4202	29.95	54.90
				31-79-4202	24.95	
TOTAL VEN						54.90
VENDOR NAME: HAWKINS, INC.						
7249132	11/06/2025	HAWKINS, INC.	AZONE CHEMICALS FOR PLANTS	31-68-4305	846.58	846.58
7252369	11/11/2025	HAWKINS, INC.	PLANT CHEMICALS ALUMINUM	31-68-4305	5,051.40	5,051.40
TOTAL VEN						5,897.98
VENDOR NAME: HD SUPPLY INC / USA BLUE BOOK						
INV00879033	11/06/2025	USA BLUE BOOK	SUCTION HOSE	31-75-4302	180.69	180.69
TOTAL VEN						180.69
VENDOR NAME: HOME DEPOT CREDIT SERVICES						
5622763	11/13/2025	HOME DEPOT CREDIT SER	XMAS LIGHTS	01-55-4215	74.13	74.13
TOTAL VEN						74.13
VENDOR NAME: ILLINOIS MUNICIPAL LEAGUE						
2026	11/01/2025	ILLINOIS MUNICIPAL LE	2026 MEMBERSHIP DUES FOR IML	01-50-4217	675.00	675.00
TOTAL VEN						675.00
VENDOR NAME: J. CARLSON GROWERS, INC						
72982	10/22/2025	J. CARLSON GROWERS, I	PINE TREE REPLACEMENT FOR FD	01-52-4225	1,357.65	1,357.65
TOTAL VEN						1,357.65
VENDOR NAME: LAKESIDE INTERNATIONAL - MILWAUKEE						
18351	11/10/2025	LAKESIDE INTERNATIONA	2026 SNOW PLOW HV507	01-53-4407	249,813.00	249,813.00
TOTAL VEN						249,813.00

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: LAKESIDE INTERNATIONAL, LLC						
7104104	10/31/2025	LAKESIDE INTERNATIONA	06 INTERNATIONAL TRUCK REPAIR	01-53-4226	785.16	785.16
TOTAL VEN						785.16
VENDOR NAME: MARATHON FLEET / WEX BANK						
108680201	11/15/2025	WEX BANK - MARATHON F	PW FULE 10.15.25-11.15.2025	01-53-4303	1,194.05	1,194.05
TOTAL VEN						1,194.05
VENDOR NAME: MARTENSON, KYLE						
NOV25	11/01/2025	MARTENSON, KYLE	KYLE CLOTHING ALLOWANCE	01-53-4080	469.96	469.96
TOTAL VEN						469.96
VENDOR NAME: MCGILVRA ELECTRIC INC						
623391	10/02/2025	MCGILVRA ELECTRIC INC	SWWTP REPAIR	31-79-4240	15,073.40	15,073.40
TOTAL VEN						15,073.40
VENDOR NAME: MCMAHON ASSOCIATES, INC.						
00704701	11/11/2025	MCMAHON ASSOCIATES, I	OCT ENGINEERING	01-50-4212	672.00	3,651.07
				01-55-4212	1,197.00	
				01-55-4212	9.70	
				01-55-4212	71.37	
				01-55-4212	1,701.00	
00704704	11/11/2025	MCMAHON ASSOCIATES, I	MCDONALDS SITE PLAN REVIEW	01-55-4212	966.00	966.00
00704700	11/11/2025	MCMAHON ASSOCIATES, I	BELL AIR DRAINAGE REVIEW	01-55-4212	588.00	588.00
00704702	11/11/2025	MCMAHON ASSOCIATES, I	WESTERGREN DRAINAGE REVIEW	01-55-4212	378.00	378.00
00704703	11/11/2025	MCMAHON ASSOCIATES, I	2025 MFT ENGINEERING	20-00-4232	10,398.33	10,398.33
00704699	11/11/2025	MCMAHON ASSOCIATES, I	BELL AIR SUBDIVISION REVIEW	01-55-4212	13,867.20	13,867.20
TOTAL VEN						29,848.60
VENDOR NAME: MENARDS						
59874	11/06/2025	MENARDS	CHRISTMAS TREE LIGHTING	01-55-4302	359.17	91.31
				01-55-4302	(267.86)	
59972	11/07/2025	MENARDS	BOARD REPLACEMENTS	01-53-4302	172.37	172.37
TOTAL VEN						263.68
VENDOR NAME: METAL SUPERMARKETS ROCKFORD						
1032733	11/10/2025	METAL SUPERMARKETS RO	SAFETY BAR REPAIR BOOM MOWER	01-53-4227	88.14	88.14
TOTAL VEN						88.14
VENDOR NAME: MONROE TRUCK EQUIPMENT, INC.						
56337	11/11/2025	MONROE TRUCK EQUIPMEN	PLOW TRUCK CUTTING BLADE EXTENSTION	01-53-4229	713.52	713.52
TOTAL VEN						713.52
VENDOR NAME: MUNICIPAL CLERKS OF ILLINOIS						
2026CC	11/01/2025	MUNICIPAL CLERKS OF I	2026 CLERK DUES - KARRI MILLER	01-57-4207	55.00	55.00
2026DC	11/01/2025	MUNICIPAL CLERKS OF I	2026 DUES-KATIE JASTER	01-57-4217	55.00	55.00
TOTAL VEN						110.00
VENDOR NAME: NICOR GAS						
24868703307OCT25	10/16/2025	NICOR GAS	WACO C/L/S	31-75-4204	55.40	55.40
30139401027OCT25	11/01/2025	NICOR GAS	WELL HOUSE #4	31-68-4204	85.67	85.67
22898582741OCT25	11/10/2025	NICOR GAS	BEAVER L/S	31-75-4204	57.92	57.92
17034425508OCT25	10/23/2025	NICOR GAS	HARVEST WAY L/S	31-75-4204	155.12	155.12
31857320001OCT25	11/10/2025	NICOR GAS	WELL HOUSE 2	31-68-4204	100.38	100.38

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: NICOR GAS						
77254215526	OCT25 10/16/2025	NICOR GAS	L/S AND WATER TOWER	31-68-4204	57.86	57.86
TOTAL VEN						512.35
VENDOR NAME: ROCK ROAD COMPANIES						
NOV25	11/12/2025	ROCK ROAD COMPANIES	2025 MFT 25-00000-00-GM P0013-07-25-001	20-00-4409 01-53-4409	198,714.00 71,433.62	270,147.62
TOTAL VEN						270,147.62
VENDOR NAME: SABEL MECHANICAL LLC.						
251018	10/28/2025	SABEL MECHANICAL LLC.	SWWTP PUMP REPAIR	31-79-4240	1,542.46	1,542.46
251043	11/05/2025	SABEL MECHANICAL LLC.	WELL HOUSE PUMP REPAIR	31-75-4240	5,035.83	5,035.83
TOTAL VEN						6,578.29
VENDOR NAME: TEST INC.						
11125055	11/05/2025	TEST INC.	W&S CONTRACT LABOR	31-77-4236 31-79-4236 31-68-4236 31-75-4236	5,823.55 5,823.55 4,852.96 2,911.77	19,411.83
25100959	11/06/2025	TEST INC.	SWWTP TESTING	31-79-4236	36.00	36.00
25100956	11/06/2025	TEST INC.	NWWTP TESTING	31-77-4236	36.00	36.00
TOTAL VEN						19,483.83
GRAND TOTAL:						660,432.30



Poplar Grove North WWTP Upgrade

From Kurt Foster <kfoster@testinc.com>

Date Tue 10/14/2025 11:22 AM

To Kristi Richardson <KRichardson@villageofpoplargrove.com>

Cc Ion Stear <istear@testinc.com>

Kristi,

I'm working on reworking the North WWTP upgrade proposal. I got in contact with Win-911/Smart Sights and they informed me that you currently have a support agreement that is active till August 1st 2026. This will allow us to upgrade to the newest software without any additional cost. With this we can reduce the cost of the upgrades. The only things we will need for the Win-911 dialer is a Grand Stream modem for the connection between the computer and the analog phone line and a software addition for new SCADA software. I also removed the upgrade for the Disk Filter PLC upgrade but I kept a DC Power Supply and Ethernet switch in for future upgrades/integration.

The following is a breakdown of what is included with the proposal:

- Upgraded PLC for Influent Lift Station. With new fiber to copper converter ethernet switch using existing fiber connection.
- New fiber to copper ethernet switch in the main control panel for communications with the influent lift station.
- Redundant Allen-Bradley Control Logix Controllers for main control panel (CP-1 Process Control).
- Ethernet communications integrated with existing Allen-Bradley Flex I/O. For the following control panels:
 - CP-1 Process Control Rack 1 and Rack 2
 - CP-3 Process Valve SBR 1-2 Rack 1
 - CP-4 SBR 3-4 Rack 1
 - Blower Control Panel Rack 1 and Rack2
- New SCADA software (Factory Talk View SE Station) licensed to the city with a perpetual license that allows for all future version upgrades without additional cost. Unlimited displays that will allow the South plant to be added to the SCADA. The SCADA display programing will be done in a way that will be reusable for the future South WWTP upgrades to reduce programing cost for the South WWTP.
- Reprograming of the North WWTP automatic controls. The programing will be done in a way that will allow reusable code that can be used for the South WWTP future upgrades. This will reduce the cost of the programing for the South plant.
- Labor for installing new equipment and running Ethernet cables between the control panels. Hopefully, we can run the ethernet cables in the existing conduits that are currently being used for the existing communications. This will allow for network testing while keeping the existing controls in place to make the switchover easier. If needed we can use a temporary wireless system and run the ethernet cables after the switchover is made.
- On site startup and testing of the system after programing is ready and parts are installed.

So I looked over the prices for the hardware and there is not much change on the price since the last quote. I removed the Win-911 software and added the couple things that will be needed for the updated Win-911 software. Once we get the go ahead the programing will be done and tested off site prior to installation. The hardware will be configured off site so when the time comes to switch over to the new equipment there should be less issues. I did not include a new computer for the SCADA software.

We will get a proper quote for you soon. I am requesting a price check on the parts with our supplier and this might change the cost of the parts. If there is a change it will be on the actual quote.

Cost breakdown:

Parts:	\$ 106,857.90
Programing:	\$ 28,000.00
Labor/Startup:	\$ 38,500.00
Total:	\$ 173,357.98

Let me know if there is any questions,

Kurt Foster
TEST Inc., Peru, Illinois
Field Service, Programer
815-224-1650 Office
815-200-1376 Mobile
www.testinc.com



Manufacture	Description	Part Number	Qty	Notes
Allen-Bradley	ControlLogix, 85-265 VAC Power Supply (13 Amp @ 5V)	1756-PA75	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	4 Slot ControlLogix Chassis	1756-A4	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	ControlLogix 5570 Controller with 4 MB Memory, USB Port, 4 Character Alpha/Numeric Display.	1756-L72	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	Redundancy Module - Series B	1756-RM2	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	Fiber Cable, 1 Meter	1756-RMC1	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	EtherNet/IP communication module, 10/100M twisted pair, 128 TCP connections - Series D	1756-EN2T	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	EtherNet/IP communication module, dual port, 10/100M twisted pair, 128 TCP connections - Series C	1756-EN2TR	2	Redundant Chassis Pair Main Control Panel (CP-1)
Allen-Bradley	Stratix 2100, 4 100Mb copper, 1 100Mb SFP slot	1783-USP1S4T	1	Main Control Panel (CP-1) For Influent Liftstation(CP-2) Fiber Connection
Allen-Bradley	1794 Flex, Flex Ex, Flex XT I/O System, FLEX I/O Dual Port EtherNet/IP Adapter Module	1794-AENTR	6	Ethernet Communications module for the folowing control panels: CP1 Rack1, CP1 Rack2, CP3 Rack1, CP4 Rack1, Blower Control Panel Rack 1 and Rack 2
Allen-Bradley	MicroLogix 1400, 20 digital 120V ac inputs, 12 Relay outputs, 110/240V ac power	1766-L32AWA	1	Influent Liftstation (CP-2)
Allen-Bradley	4 Channel Current/Voltage Analog Input Module	1762-IF4	1	Influent Liftstation (CP-2) To Replace The IN/Out Combo Card
Allen-Bradley	4 Channel Analog Output Module	1762-OF4	1	Influent Liftstation (CP-2) To Replace The IN/Out Combo Card
Allen-Bradley	Stratix 2100, 4 100Mb copper, 1 100Mb SFP slot	1783-USP1S4T	1	Influent Liftstation (CP-2) Fiber connection to CP-1
Allen-Bradley	1606-XLP30E: Compact Power Supply, 24-28V DC, 30 W, 120/240V AC/ 85-375V DC Input Voltage	1606-XLP30E	1	Disk Filter Control Panel Ethernet Switch Power Supply
Allen-Bradley	Stratix 2000 , 5 port unmanaged switch	1783-USP5T	2	Blower Control Panel Ethernet Switch / Diskfilter Control Panel Ethernet Switch
Allen-Bradley	FactoryTalk View SE Station Bundle: Unlimited Displays Perpetual with FactoryTalk View SE Station Bundle: Unlimited Displays Perpetual Self support, ESD	9701M-VWSTNBDLT40	1	This one license can cover both North and South Plant. To Be Licensed To City. Perpetual license that allow all future updates without addition cost
CITEL	Surge Protection Device, 120 VAC Single Phase, 40kA, Visual fault indicator and remote contacts	DS240S-120/G	1	Main Control Panel Incoming Power Surge Protection
Smart Sights	Win-911 Factory Talk Alarms And Events Connector	N/A	1	
Grandstream	VOIP modem for analog line	UCM6301	1	Win-911 versions after v7 require a Voice Over IP to analog PBX.