



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, September 18, 2024 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

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 Trustees Meeting minutes from August 21, 2024.

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

DEPARTMENT REPORTS

- [2.](#) Engineer Report, McMahan
- [3.](#) Public Works Report, David Howe
- [4.](#) Wastewater Report, TEST

NEW BUSINESS

- [5.](#) Motion to discuss/approve final draft of Village quarterly newsletter.
- [6.](#) Motion to discuss/approve quote from Area Mechanical to do AC repair work in the South Plant control room in the amount of \$8,408.33.

7. Motion to discuss/approve the Village President to sign an emergency engagement agreement with Sikich LLC.
8. Motion to discuss/approve the Village President to sign an emergency 3rd party contract with Solutions Bank for bank operations with Sikich LLC.
9. Motion to discuss a cross-training policy for all employees.
10. Motion to discuss/approve an applicant to fill Accounting and Billing Clerk vacancy.

EXECUTIVE SESSION

11. Motion to go into executive session pursuant to 5 ILCS 120/2(c) (1) Personnel - The appointment, employment compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body.

GOOD OF THE VILLAGE

12. Board of Trustee Meeting - October 9th, 2024 - 7:00 pm
Board of Trustee Meeting - October 16th, 2024 - 7:00 pm
Trick-Or-Treating - October 31, 2024 - 4:00 pm to 7:00 pm

ADJOURNMENT (Voice Vote)

KJ 09/16/2024



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, August 21, 2024 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

CALL TO ORDER

Meeting was called to order at President Sattler at 7:01 pm

ROLL CALL

PRESENT

President Don Sattler

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings on the phone until 7:07 pm then in person

Trustee Dan Cheek

Trustee Austin Davies

Trustee Betsy Straw

Clerk Karri Miller

Attorney Stuart Diamond

Treasurer Carina Boyd

Engineer Chris Dopkins

ABSENT

Trustee Bruce Moore

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to approve Jeff Goings for phone participation.

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

Voting Nay: Trustee Davies

APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw
Voting Nay: Trustee Davies

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to add discussion on security for Village Hall.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw
Voting Nay: Trustee Davies

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to add discussion on tax exempt use.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw
Voting Nay: Trustee Davies

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to add discussion on Village Newsletter.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Straw

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from July 17, 2024 Village Board of Trustees Meeting.
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.
Motion passed via voice vote.

2. Motion to approve Village of Trustee Board Meeting minutes from June 19, 2024
Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza.

Motion made by Trustee Straw, Seconded by Trustee Davies to amend item 9 to reflect trustee salary reduction to \$100 per meeting, reflect the finance chair vote, President's salary amendment to \$10,000 not reflected and Attorney Kerri Lynn's revisions
Trustee Goings asked that amendments be emailed to the Clerk's office.
Motion made by Trustee Straw, Seconded by Trustee Davies to postpone the June 19, 2024 minutes. Motion passed by voice vote.

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

Mark Vance: Criticized the board's behavior as appalling and divided. Highlighted the division between appointed board members and elected officials. Questioned how residents could start the process to remove someone from public office outside of waiting for the next election.

Jeff Goings: Addressed allegations of dishonesty and misconduct, emphasizing the personal attacks and the impact on the board's functionality.

DEPARTMENT REPORTS

3. Engineer Report, McMahon
Provided an update on the tenant support rehab, aiming for completion before Labor Day despite weather delays.
4. Public Works Report, David Howe
No additional comments beyond the submitted report
5. Treasurer Report, Carina Boyd
No additional comments beyond the submitted report
6. Wastewater Report, TEST
No additional comments beyond the submitted report

UNFINISHED BUSINESS

7. Motion to discuss/approve Electrical Aggregate program to the lowest bidder for Village service.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Chad Hageman from Rock River Energy - Presented bids for the Village's electrical aggregate program, noting significant changes in rates since the last contract. Discussed the financial impact of new rates compared to the previous year. Recommended locking in a one-year contract due to market volatility and the potential for future savings.

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to approve AEP for 1 year for the Village Electrical Aggregate program.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Straw
8. Motion to discuss/approve quote for the Ravens Crest entrance sign from Timber Line Sign Company.
Motion made by Admin Chairman Costanza, Seconded by Trustee Davies to postpone to September 18, 2024.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Straw

NEW BUSINESS

9. Presentation of Forensic Audit, Greene Forensic Accounting Solutions LLP.
The presentation by Green Forensics Accounting Solutions was canceled due to the Auditor's absence
10. Motion to discuss/approve to approve check disbursement for payments scheduled to be paid prior to August 31, 2024, in the amount of \$486,544.88 in AP checks, \$17,148.25 in insurance expense checks, \$28,715.42 EFTS, and Payroll with estimates included \$49,802.62 for a grand total of \$582,211.17.

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek,
Trustee Davies, Trustee Straw

Trustee Goings stated the high amount is primarily due to the MFT payment for road work, totaling approximately \$280,000.

Trustee Costanza stated there is no report or documentation provided yet to justify the payment for the Forensic Audit.

Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza amend the payment approval, excluding a \$14,800 payment to Green Forensic Audit.

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

11. Motion to discuss/approve **Resolution 2024-19** A Resolution of the Village of Poplar Grove to authorize the Public Works Director to execute a Compliance Commitment Agreement ("CCA") between the Village of Poplar Grove and the Illinois Environmental Protection Agency ("IEPA").

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

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

Engineer Dopkins Stated The village's south-based water treatment plant is rated at a million gallons per day, making it a major contributor of nutrients, specifically phosphorus, into the downstream environment. The plant treats about 150,000 gallons per day, only 15% of its capacity, making it unreasonable to classify it as a major discharger. Estimated \$2.4 million for future phosphorus treatment. Proposal to reduce the plant's rating to avoid major discharger classification and associated costs. Reduction in annual NPDES permits from \$15,000 to \$5,000. EPA officials are supportive of the village's plan to derate the plant.

12. Motion to discuss Tree Lighting Event.

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

Treasurer Carina stated she needs to apply for a grant for the event. The report must include a list of planned activities. The budget includes \$6,000, with \$3,000 allocated for lift rentals for decorations. Proposal to spend \$2,500 from the grant to upgrade street decorations and add more ornaments.

Tree Lighting will be November 23, 2024

- 12.a Motion to Discuss Security Updates

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

Trustee Costanza inquired about updates on the military course. Treasurer Boyd stated PWD Howe has requested information but has not received it yet.

- 12.b Motion to Discuss Tax Exempt Status

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

Trustee Costanza stated An attempt was made to use the village's tax-exempt number for a personal purchase by President Sattler for trees for Mansfield Park. Attorney Diamond stated only governmental bodies can use tax-exempt numbers. Donations should flow through the village for tax-exempt purchases.

12.c Motion to discuss Village Newsletter

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings. Kristi Richardson highlighted the formation of the communication committee before COVID and the need for a newsletter. suggested the newsletter be a simple PDF posted on Facebook and the website to avoid additional tasks for the office. The newsletter is designed to be released quarterly. The current issue is intended to go out early September, covering September, October, and November. The next issue will drop in December. will make an updated version and send it out for a final look next month.

GOOD OF THE VILLAGE

13. Planning and Zoning Meeting - August 28th, 2024 - 6:00 pm
 Board of Trustee Meeting - September 11th, 2024 - 7:00 pm
 Poplar Grove Community Market - September 15th, 2024 - 10am to 4pm
 Board of Trustee Meeting - September 18th, 2024 - 7:00 pm
 Planning and Zoning Meeting - September 25th, 2024 - 6:00 pm

ADJOURNMENT (Voice Vote)

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

Meeting adjourned at 8:31pm



To: The Village President and Board of Trustees

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

Re: Engineering Report – August 2024 Activity

Date: September 12, 2024

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

- **Public Works Building:** Nearly all punch list items have been addressed. There are two open contracts that will be closed out over the next 30 days.
- **Tennis Courts:** At the time of this memorandum, the contractor is planning to begin work on or about September 17th. Work should be complete by the end of the month.
- **2023 Pavement Maintenance Program:** IDOT requested additional material information from the contractor so we are still awaiting close out.
- **2024 Pavement Maintenance Program:** We have a little close out paperwork to do, and we'll do that concurrently with the closeout of the 2023 program.
- **Source Water Protection Plan:** As previously reported, the reports have been sent to IEPA and we are awaiting review comment. The agency acknowledged receipt of the reports. We now await agency review.
- **South Wastewater Treatment Plant:** There are a number of items associated with the SWWTP. First, the Village's permit is up for renewal and we have not heard back from the agency as of the date of this memo regarding the renewal application. Second, the Village approved the Compliance Commitment Agreement (CCA) in August and IEPA has executed and returned the CCA to the Village. As a refresher, the long term steps to address the deficiency noted in the CCA generally include taking steps to classify the SWWTP as a "minor" facility. Once classified as a "minor" facility the SWWTP will no longer be subject to the NARP requirements. In the interim period the Village will agree to NARP requirements developed for the Rock River watershed.



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200 N. Hill Street, Poplar Grove, IL 61065

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

<https://www.poplargo-il.gov/>

Public Works Report, August 2024

- Staff painted all crosswalks in the Village, as well as no parking areas in the school zone.
- Sprayed around culverts, road signs, and lift stations. Trimmed after.
- Continued mowing operations, including boom mowing all main roads and other areas. Mowed drainage ways and roadsides as well.
- Flush south water system. Power was lost at the well house, which resulted in the south system losing pressure. The power failure source – a fried battery backup - was replaced, and the system was restarted manually. The entire system was flushed after.
- Installed new pole to replace dry rotted pole at Beaver Dr lift station. The pole held the electrical panel for the lift station.
- Bbox repairs were started throughout the Village.
- Continued inlet repairs.
- Put up security signs at the Hall by the outdoor bathrooms.
- Cleaned outdoor bathrooms twice weekly.
- Finish cleaning out the old shop. Siding, roof, and gutter work will be done in September pending material delivery.
- Patched potholes Village wide.
- Began attending a Master Watershed class put on by the U of I extension.
- Posted contracted snowplow services RFP. This will run through September. If no bids are received, we will post for a part time snowbird position to handles cul-de-sacs, well houses, and lift stations.
- Added security and high voltage signs to Wellhouse doors.
- Repair locked at Well 3 doors.
- Created SOPs for winter set up and spring tear down of 5 yards.
- Augured holes for arborvitae at Mansfield Park.
- Sprayed drainage area on Main St. once the overgrowth is completely dead, we will trim back and remove RAP and replace with 3 to 4 foot wide stone swale. This will assist in ease of future maintenance and create a similar look to the rest of the swale throughout Sherman Oaks.

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



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

September 8, 2024

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

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

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

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

Lift Stations:

- We took our basket to several lift stations to scoop the grease out that we could by hand.
- Weed whacked around the lift station panels.
- Worked with public works and fixed an issue with the power panel at Ray Street lift station.

North WWTP:

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Decanted digesters.
- Tested all emergency wash stations.
- We had an issue that some lightning must have hit the plant and fried 4 VFD's We worked with David and all but 1 have been replaced. They were for the digester 2 blower, SBR 2, and 4 blowers. This was an emergency as the air is the most important process with an aerobic wastewater plant. We have been doing extra process control testing since the issues, to ensure treatment can be as good as possible.
- Public works picked us up some sand for the sand filter rehab projects.
- We've been working with Gasvoda to try and get the disk filter fixed. NOVA, the company that made the filter, is out of business, so we can't just order the parts we need. **This is still ongoing. We received a quote from Gasvoda to repair the filter and make new parts since they can't buy them. It was around \$7,000.**



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www.testinc.com

South WWTP:

- Decanted digesters.
- Generator PM and yearly inspection was done.
- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Tested all emergency wash stations.
- Sludge was moved to the drying beds.
- Ordered sand filter pumps and are waiting for their arrival.
- Public works picked us up some sand for the sand filter rehab project.

Water System:

- Cleaned well houses.
- All daily checks have been completed.
- As I'm sure you all know, we had an issue Labor Day weekend with manganese. We don't know where it came from or why it happened. All we know is once we found the issue, we worked with David and the public works guy to flush and get it out of the system to return the water quality to what it was. Once we flushed the system, the manganese was down to 0.03 Mg/L.

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

Submitted by,
Total Environmental Service Technologies, Inc.

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

Ion Stear
Certified Operator/Manager

Gross		Value HDZ		19 - mg/L		02DA - 2 Days Every Week		CP - COMFOS	
Sample	Partial Rep. Value MOD	17.18	20.616	6.0	10.0 MO AVG	10.0 MO AVG	20.0 DAILY MX	19 - mg/L	02DA - 2 Days Every Week
80082	BOD, carbonaceous [5 day, 20 C]	17.18	20.616	6.0	10.0 MO AVG	10.0 MO AVG	20.0 DAILY MX	19 - mg/L	02DA - 2 Days Every Week
	1 - Effluent Gross	104.0 MO AVG	208.0 DAILY MX	26 - lbd	10.0 MO AVG	10.0 MO AVG	20.0 DAILY MX	19 - mg/L	02DA - 2 Days Every Week
		0						0	

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.

Effl. Check Errors
 No errors.

Comments

Attachments
 No attachments.

Report Last Saved By
 POPLAR GROVE, VILLAGE OF

User:
 ebungamer
 Elaine Bungamer
 ebungamer@lestinc.com

E-Mail:
 ebungamer@lestinc.com

Date/Time:
 2024-08-21 08:36 (Time Zone: -05:00)

Report Last Signed By
 IONSTEAR

User:
 Ion Stear

Name:
 ion Stear

E-Mail:
 istear@lestinc.com

Date/Time:
 2024-08-26 11:52 (Time Zone: -05:00)

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(a), 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.Resource@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(i)(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 is estimated to average 2 hours per outlet. Send comments to 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 (2821T), 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: INF Influent Structure	Discharge: INF-L INFLUENT MONITORING	
Report Dates & Status	DMR Due Date: 08/25/24	Status: NetDMR Validated
Monitoring Period: From 07/01/24 to 07/31/24		
Considerations for Form Completion		
BOW ID: W0070150007	Title: Certified Operator	Telephone: 815-224-1650
Principal Executive Officer		
First Name: Ion		
Last Name: Slear		
No Data Indicator (NODI)		
Form NODI:		

Code	Parameter Name	Monitoring Location	Session #	Param. NODI	Sample Record Req. Value NODI	Quantity or Loading Value 1	Qualifier 1	Value 2	Quantity or Concentration Value 2	Qualifier 2	Value 3	Qualifier 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	-			<	112.3	Req Mon MO AVG		19 - mg/L		19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	-			=	233.6	Req Mon MO AVG		19 - mg/L		19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	-			=	0.364	Req Mon MO AVG	03 - MGD	0.608	03 - MGD	0	02DA - 2 Days Every Week	CP - COMPOS	

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

Edit Check Errors
No errors.

Comments

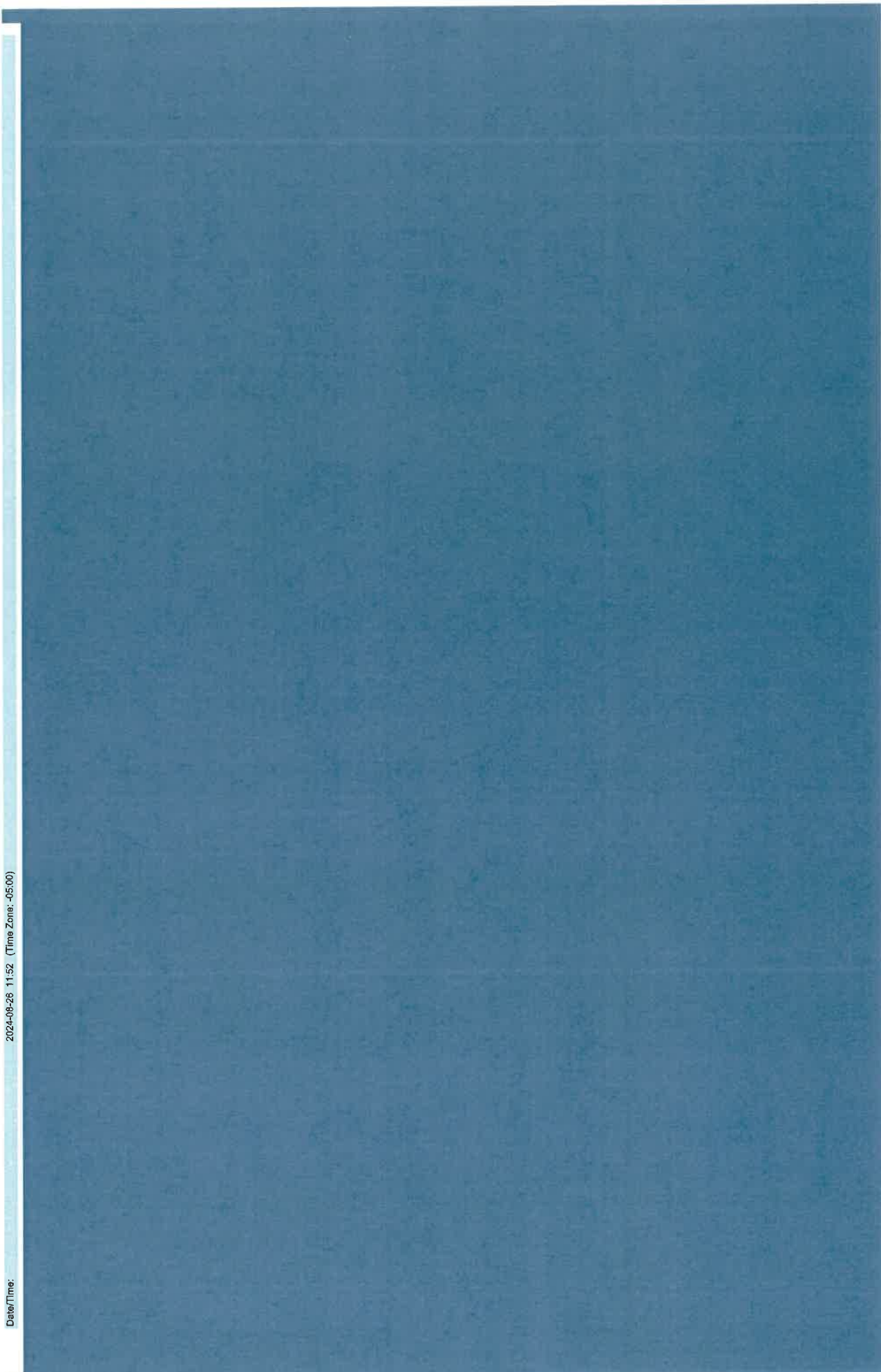
Attachments
No attachments.

Report Last Saved By
POPLAR GROVE, VILLAGE OF

User: eburgamer
Name: Elaine Bургamer
E-Mail: eburgamer@lestinc.com
Date/Time: 2024-08-21 08:37 (Time Zone: -05:00)

Report Last Signed By
User: IONSTEAR
Name: Ion Slear
E-Mail: istear@lestinc.com

Date/Time: 2024-09-26 11:52 (Time Zone: -05:00)



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 call 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(e), 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 [NEPES Reporting Help Desk](#) 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(i)(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 #:	IL0071447	Permittee:	POPLAR GROVE, VILLAGE OF	Facility:	POPLAR GROVE SOUTH STP, VILLAGE OF						
Major:	Yes	Permittee Address:	200 S HILL ST POPLAR GROVE, IL 61065	Facility Location:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065						
Permitted Feature:	001 External Outfall	Discharge:	001-0 STP-OUTFALL	Status:	NetDMR Validated						
Report Dates & Status		DMR Due Date:	08/25/24	Telephone:	815-224-1650						
Monitoring Period:	From 07/01/24 to 07/31/24	Title:	Certified Operator	Frequency of Analysis							
Considerations for Form Completion		Reason #		Units							
BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.		Monitoring Location		Value 1							
Principal Executive Officer		Quantity of Leaching		Value 2							
First Name:	Ion	Sample Permit Req. Value NOD		Value 3							
Last Name:	Stear	Sample Permit Req. Value NOD		Quality air Concentration							
No Data Indicator (NOD):		Sample Permit Req. Value NOD		Value 1							
Form NOD:		Sample Permit Req. Value NOD		Value 2							
Episode	Parameter	Reason #	Monitoring Location	Sample Permit Req. Value NOD	Value 1	Value 2	Value 3	Quality air Concentration	Units	# of Ex.	Sample Type
00300	Oxygen, dissolved [DO]	0	1 - Effluent Gross						19 - mg/L	0	GR - GRAB
									19 - mg/L	0	GR - GRAB
00400	pH	0	1 - Effluent Gross						12 - SU	0	GR - GRAB
									12 - SU	0	GR - GRAB
00530	Solids, total suspended	0	1 - Effluent Gross						19 - mg/L	0	CP - COMPOS
									19 - mg/L	0	CP - COMPOS
00600	Nitrogen, total [as N]	0	1 - Effluent Gross						19 - mg/L	0	CP - COMPOS
									19 - mg/L	0	CP - COMPOS
00610	Nitrogen, ammonia total [as N]	1	1 - Effluent Gross						19 - mg/L	0	CP - COMPOS
									19 - mg/L	0	CP - COMPOS
00650	Phosphorus, total [as P]	0	1 - Effluent Gross						19 - mg/L	0	CP - COMPOS
									19 - mg/L	0	CP - COMPOS

Code	Parameter Name	Monitoring Location	Field	Type	Description	Acceptance				
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	0.408	Req Mon MO AVG	0.918	03 - MGD	9999 - Continuous	0	9999 - Continuous
50060	Chlorine, total residual	1 - Effluent Gross	0	0.05 DAILY MX	9 - Conditional Monitoring - Not Required This Period	19 - mg/L	CLJOC - Chlorination/Occurrences	GR - GRAB		
X 74055	Coliform, fecal general	1 - Effluent Gross	0	400.0 DAILY MX		19 - #/100mL		GR - GRAB		
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	15.88	209.0 MO AVG	4.867	26 - lbd	CP - COMPOS	0	03DW - 3 Days Every Week

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.

Eff Check Errors

Code	Parameter Name	Monitoring Location	Field	Type	Description	Acceptance
74055	Coliform, fecal general	1 - Effluent Gross	Quality or Concentration	Sample Value 3	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct.

Comments
 Sample collector grabbed fecal from wrong location. Sampler has been retrained and issue was resolved.

Attachments
 No attachments.

Report Last Saved By
 IONSTEAR

Name: Ion Stear
E-Mail: istear@tesinc.com

Date/Time: 2024-08-26 11:46 (Time Zone: -05:00)

Report Last Signed By
 IONSTEAR

Name: Ion Stear
E-Mail: istear@tesinc.com

Date/Time: 2024-08-26 11:52 (Time Zone: -05:00)

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 call 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(a), 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 [NDEES Reporting Help Desk](#) 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(i)(4)(j). 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 output. 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 (28211), 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 #:	IL0071447	Permittee:	POPLAR GROVE VILLAGE OF																
Major:	Yes	Facility Location:	200 S HILL ST POPLAR GROVE, IL 61065																
Permitted Features:	INF Influent Structure	Discharge:	INF-L INFLUENT MONITORING																
Report Dates & Status		DMR Due Date:	08/25/24																
Monitoring Period:	From 07/01/24 to 07/31/24	Status:	NetDMR Validated																
Considerations for Form Completion		Telephone:	815-224-1650																
BOW ID:	W0070150006	Title:	Certified Operator																
First Name:	Ion																		
Last Name:	Stear																		
No Data Indicator (NODI)																			
Form NODI:																			
Sample	Parameter	Monitoring Location	Reason #	Param. NODI	Sample Permit Req. Value NODI	Sample Permit Req. Value NODI	Quantity or Concentration	Quality or Concentration	Unit	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	--				82.467	Req Mon MD AVG	<			19 - mg/L	19 - mg/L	19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS	
00530	Solids, total suspended	G - Raw Sewage Influent	0	--				85.487	Req Mon MD AVG	<			19 - mg/L	19 - mg/L	19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS	
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--				3.817	Req Mon MD AVG	=			19 - mg/L	19 - mg/L	19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS	
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--				0.259	Req Mon MD AVG				03 - MGD	03 - MGD	03 - MGD	0	9999 - Continuous	CP - COMPOS	

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

Edi Check Errors
No errors.

Comments

Attachments
No attachments.

Report Last Saved By
POPLAR GROVE, VILLAGE OF

User: eburgamer
Name: Elaine BURGAMER
E-Mail: eburgamer@lestinc.com
Date/Time: 2024-08-21 08:46 (Time Zone: -05:00)

Report Last Signed By
IONSTEAR

Name: Ion Stear
E-Mail: istear@testing.com
Date/Time: 2024-08-26 11:52 (Time Zone: -05:00)

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(a), 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 [NEDDES Reporting Help Desk](#) 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(i)(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 outlet. 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 (2621T), 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 #: IL0071447	Permittee: POPLAR GROVE, VILLAGE OF	Facility: POPLAR GROVE SOUTH STP, VILLAGE OF
Major: Yes	Permittee Address: 200 S HILL ST POPLAR GROVE, IL 61085	Facility Location: 12211 STATE ROUTE 78 POPLAR GROVE, IL 61065
Permitted Feature: 001 External Outfall	Discharge: 001-S SEMI-ANNUAL SAMPLING @ 001	
Report Dates & Status	DMR Due Date: 08/25/24	Status: NotDMR Validated
Monitoring Period: From 02/01/24 to 07/31/24	Title: Certified Operator	Telephone: 815-224-1650
Considerations for Form Completion		
BOW ID: W0070150006		
Principal Executive Officer		
First Name: Ion		
Last Name: Slear		
No Data Indicator (NODI)		
Form NODI: --		

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Concentration			Units	# of Tests	Frequency of Analysis	Sample Type
					Qualifier 1	Qualifier 2	Qualifier 3				
00556	Oil & Grease	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				5.0	Req Mon DAILY MX	GR - GRAB
00720	Cyanide, total [as CN]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.005	Req Mon DAILY MX	GR - GRAB
00722	Cyanide, free [amenable to chlorination]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.005	Req Mon DAILY MX	GR - GRAB
00951	Fluoride, total [as F]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.197	Req Mon DAILY MX	24 - COMP24
01002	Arsenic, total [as As]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.005	Req Mon DAILY MX	24 - COMP24
01007	Barium, total [as Ba]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.0401	Req Mon DAILY MX	24 - COMP24
01027	Cadmium, total [as Cd]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.001	Req Mon DAILY MX	24 - COMP24
01032	Chromium, hexavalent [as Cr]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.005	Req Mon DAILY MX	GR - GRAB
01034	Chromium, total [as Cr]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.01	Req Mon DAILY MX	24 - COMP24
01042	Copper, total [as Cu]	1 - Effluent Gross	0	-	Sample Permit Req. Value NODI				0.005	Req Mon DAILY MX	24 - COMP24

Value NDDI	Sample Permit Req. Value NDDI	Sample Permit Req. Value NDDI	Req Mon DAILY MX	19 - mg/L	0999 - See Permit	24 - COMP24
01045	Iron, total [as Fe]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01046	Iron, dissolved [as Fe]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01051	Lead, total [as Pb]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01055	Manganese, total [as Mn]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01067	Nickel, total [as Ni]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01077	Silver, total [as Ag]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01092	Zinc, total [as Zn]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
01147	Selenium, total [as Se]	1 - Effluent Gross	0	-	0999 - See Permit	24 - COMP24
32730	Phenolics, total recoverable	1 - Effluent Gross	0	-	0999 - See Permit	GR - GRAB
71900	Mercury, total [as Hg]	1 - Effluent Gross	0	-	0999 - See Permit	GR - GRAB

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

Edit Check Errors

Comments
 No errors.

Attachments
 No attachments.

Report Last Saved By
 POPLAR GROVE, VILLAGE OF

User: ebungamer

Name: Elaine Bungamer

E-Mail: ebungamer@tesinc.com

Date/Time: 2024-08-20 10:54 (Time Zone: -05:00)

Report Last Signed By

User: IONSTEAR

Name: Ion Stear

E-Mail: istear@tesinc.com

Date/Time: 2024-08-26 11:52 (Time Zone: -05:00)

VILLAGE OF POPLAR GROVE - NORTH
 ILL0070150
 MONTHLY OPERATING REPORT
 FOR THE MONTH OF JULY 2024
 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	Scale	
30-Jun	08:00	440513		10064.5		33224.20		89.00		2.05	66		41.90	Bh
1-Jul	08:00	440652	133	10064.5	0	33231.30	6.90	85.00	2.0	1.26	60	4.00	41.50	Bh
2-Jul	08:00	440785	164	10064.5	0	33238.20	8.30	83.00	2.0	1.38	56	8.00	41.00	Bh
3-Jul	08:00	440949	129	10064.5	0	33246.50	6.70	81.00	3.0	2.03	48	4.00	40.25	DHR
4-Jul	08:00	441078	162	10064.5	0	33253.20	8.30	78.00	2.5	1.48	44	8.00	40.00	Bh
5-Jul	08:00	441240	118	10064.5	0	33261.50	6.00	75.50	2.5	2.00	36	4.00	40.00	DH
6-Jul	08:00	441358	150	10064.5	0	33267.50	7.90	73.00	3.0	1.43	32	6.00	39.75	Bh
7-Jul	08:00	441508	135	10064.5	0	33275.40	6.60	70.00	2.0	1.46	26	4.00	39.00	Bh
8-Jul	08:00	441643	141	10064.5	0	33282.00	7.30	68.00	3.0	1.82	22/100	4.00	39.00	Bh
9-Jul	08:00	441784	133	10064.5	0	33289.30	6.80	65.00	2.0	1.92	96	6.00	38.50	Bh
10-Jul	08:00	441917	128	10064.5	0	33296.10	6.60	63.00	3.0	1.90	90	7.00	38.00	Bh
11-Jul	08:00	442045	165	10064.5	0	33302.70	8.40	60.00	3.0	1.68	83	3.00	38.00	Bh
12-Jul	08:00	442210	176	10064.5	0	33311.10	8.90	57.00	2.0	1.33	80	6.00	37.50	Ck
13-Jul	08:00	442386	170	10064.5	0	33320.00	8.70	55.00	4.0	1.41	74	8.00	37.00	JH
14-Jul	08:00	442556	139	10064.5	0	33328.70	7.20	51.00	2.0	1.54	66	4.00	36.50	JH
15-Jul	08:00	442695	103	10064.5	0	33335.90	5.30	49.00	2.0	1.17	62	4.00	36.50	DH
16-Jul	08:00	442798	143	10064.5	0	33341.20	7.20	47.00	3.0	1.72	58	8.00	36.00	Ck
17-Jul	08:00	442941	136	10064.5	0	33348.40	7.00	44.00	2.0	1.80	50	8.00	36.00	Ck
18-Jul	08:00	443077	174	10064.5	0	33355.40	8.90	42.00	3.0	1.44	42	6.00	35.00	Ck
19-Jul	08:00	443251	110	10064.5	0	33364.30	5.60	39.00	2.0	1.52	38/100	4.00	35.00	DH
20-Jul	08:00	443361	149	10064.5	0	33369.90	7.80	37.00	3.0	1.29	96	6.00	34.90	DHR
21-Jul	08:00	443510	164	10064.5	0	33377.70	8.20	34.00	3.0	2.00	90	6.00	34.90	DHR
22-Jul	08:00	443674	166	10064.5	0	33385.90	8.80	31.00	2.0	1.47	84	6.00	34.00	Ck
23-Jul	08:00	443840	130	10064.5	0	33394.70	6.40	29.00	3.0	1.69	78	6.00	34.00	Ck
24-Jul	08:00	443970	129	10064.5	0	33401.10	6.60	26.00/160	1.0	1.48	72	6.00	34.00/51	Ck
25-Jul	08:00	444099	160	10064.5	0	33407.70	7.30	159.00	2.0	1.08	66	6.00	33.9/50	Ck
26-Jul	08:00	444259	136	10064.5	0	33415.00	7.30	157.00	3.0	2.12	60	6.00	50.50	Ck
27-Jul	08:00	444395	173	10064.5	0	33422.30	8.60	154.00	2.0	2.16	54	4.00	50.25	Bh
28-Jul	08:00	444568	162	10064.5	0	33430.90	9.00	152.00	4.0	0.76	50	8.00	50.00	Bh
29-Jul	08:00	444730	104	10064.5	0	33439.90	5.40	148.00	2.0	2.00	42	42.00	49.75	dh
30-Jul	08:00	444834	147	10064.5	0	33445.30	4.30	146.00	2.0	2.18	36	6.00	49.50	Bh
31-Jul	08:00	444981	144	10064.5	0	33449.60	6.40	144.00	3.0	1.70	30/104	6.00	49.00	Ck
1-Aug	08:00	445125		10064.5		33456.00		141.00		1.48	100		48.50	Ck
TOT			4329				218			53.75				
AVE			144				7			1.63				
MAX			176				9			2.18				
MIN			103				4			0.76				

Ion Stear



SIGNATURE:
 PHONE: 815-224-1650

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

IL0070350

MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 4		Chlorine Feed		Phosphate Feed		Flouride Feed		Operator Initials	
		Reading	Pumpage	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L		Scale
30-Jun	08:30	397684		8929.82		107.00		1.23	74		1.66	389.70	Bh
1-Jul	08:30	397763	47	8931.66	1.35	105.00	1.0	1.02	68	4.00	1.44	388.20	Bh
2-Jul	08:30	397810	83	8933.01	1.77	104.00	1.0	1.42	64	6.00	2.05	386.90	Bh
3-Jul	08:30	397893	57	8934.78	1.34	103.00	1.0	1.22	58	4.00	0.80	384.90	DH
4-Jul	08:30	397950	77	8936.12	1.84	102.00	1.0	1.13	54	6.00	2.13	383.80	Bh
5-Jul	08:30	398027	57	8937.96	1.34	101.00	1.0	1.42	48	6.00	1.97	382.30	DH
6-Jul	08:30	398084	76	8939.3	1.82	100.00	2.0	1.08	42	4.00	1.85	381.20	Bh
7-Jul	08:30	398160	57	8941.12	1.37	98.00	0.5	1.16	38	6.00	2.45	379.60	Bh
8-Jul	08:30	398217	75	8942.49	2.26	97.00	0.0	1.14	32	4.00	1.68	378.40	Bh
9-Jul	08:30	398292	60	8944.75	1.35	97.00	1.0	0.97	28/100	4.00	1.13	376.80	Bh
10-Jul	08:30	398352	59	8946.1	1	96.00	1.5	1.35	96	6.00	1.59	375.50	Bh
11-Jul	08:30	398411	92	8947.1	1.6	94.50	1.5	0.95	90	4.00	1.53	374.30	Bh
12-Jul	08:30	398503	62	8948.7	2.08	93.00	1.0	1.66	86	6.00	1.77	372.90	Ck
13-Jul	08:30	398565	76	8950.78	1.8	92.00	1.0	0.71	80	4.00	1.54	371.10	JH
14-Jul	08:30	398641	57	8952.58	1.37	91.00	1.0	0.80	76	6.00	0.96	369.60	JH
15-Jul	08:30	398698	57	8953.95	1.84	90.00	1.0	1.28	70	2.00	1.56	368.30	DH
16-Jul	08:30	398755	55	8955.79	0.82	89.00	1.0	1.19	68	6.00	1.49	367.20	Ck
17-Jul	08:30	398810	76	8956.61	1.79	88.00	1.0	1.32	62	4.00	1.21	366.10	Ck
18-Jul	08:30	398886	73	8958.4	1.75	87.00	1.0	1.11	58	6.00	1.25	364.90	Ck
19-Jul	08:30	398959	58	8960.15	1.35	86.00	2.0	1.32	52	4.00	1.64	363.30	DH
20-Jul	08:30	399017	57	8961.5	1.37	84.00	1.0	1.12	48	4.00	1.04	362.10	DH
21-Jul	08:30	399074	78	8962.87	1.86	83.00	1.0	0.87	44/60	4.00	1.18	360.80	DH
22-Jul	08:30	399152	77	8964.73	1.82	82.00	1.0	1.85	56	6.00	1.51	359.20	Ck
23-Jul	08:30	399229	56	8966.55	1.33	81.00	1.0	1.35	50	7.00	1.10	357.70	Ck
24-Jul	08:30	399285	56	8967.88	1.33	80.00/160	1.0	1.31	43	6.00	1.50	356.00/43	Ck
25-Jul	08:30	399341	56	8969.21	1.33	159.00	4.0	2.08	37/100	3.00	1.65	432.00	Ck
26-Jul	08:30	399397	70	8970.54	1.65	155.00	1.0	1.63	97	7.00	1.47	431.30	Ck
27-Jul	08:30	399467	66	8972.19	1.53	154.00	1.0	2.46	90	4.00	1.90	429.90	Bh
28-Jul	08:30	399533	76	8973.72	1.88	153.00	1.5	1.76	86	6.00	1.44	428.40	Bh
29-Jul	08:30	399609	59	8975.6	1.37	151.50	2.0	2.00	80	4.00	1.40	426.80	dh
30-Jul	08:30	399668	55	8976.97	1.34	149.50	2.5	2.19	76	3.50	1.59	425.60	dh
31-Jul	08:30	399723	76	8978.31	1.81	147.00	2.0	1.72	72.5	4.50	1.24	424.40	Ck
1-Aug	08:30	399799		8980.12		145.00		1.92	68		1.02	422.70	Ck
TOT			1960					45.74			49.74		
AVE			65					1.39			1.51		
MAX			92					2.46			2.45		
MIN			47					0.71			0.80		

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

**VILLAGE OF POPLAR GROVE - SOUTH
FOR THE MONTH OF JULY 2024
MONTHLY OPERATING REPORT
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		Flourite Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	
30-Jun	09:00	619683		4652.7		4758.10	0	90.00		1.69	88		352.20	Bh
1-Jul	09:00	619774	90	4654.1	1.4	4758.10	0	104.00	2.0	1.22	82	4.00	351.00	Bh
2-Jul	09:00	619864	89	4655.5	1.4	4758.10	0	102.00	1.0	1.65	78	3.00	349.40	Bh
3-Jul	09:00	619953	89	4656.9	1.3	4758.10	0	101.00	2.0	1.95	75	3.00	347.80	DH
4-Jul	09:00	620042	119	4658.2	1.9	4758.10	0	99.00	1.0	1.26	72	6.00	346.10	Bh
5-Jul	09:00	620161	59	4660.1	0.9	4758.10	0	98.00	2.5	1.48	66	4.00	344.20	DH
6-Jul	09:00	620220	88	4661	1.3	4758.10	0	95.50	1.5	1.31	62	4.00	343.20	Bh
7-Jul	09:00	620308	90	4662.3	1.4	4758.10	0	94.00	1.0	1.42	58	4.00	341.80	Bh
8-Jul	09:00	620398	118	4663.7	1.8	4758.10	0	93.00	2.0	1.38	54	5.00	340.40	Bh
9-Jul	09:00	620516	107	4665.5	1.4	4758.10	0	91.00	2.0	1.07	49	7.00	338.40	Bh
10-Jul	09:00	620623	40	4666.9	0.9	4758.10	0	89.00	1.0	1.54	42	1.00	337.00	Bh
11-Jul	09:00	620663	117	4667.8	1.8	4758.10	0	88.00	2.0	1.14	41	4.00	336.00	Bh
12-Jul	09:00	620780	90	4669.6	1.3	4758.10	0	86.00	2.0	1.65	37	5.00	334.00	Ck
13-Jul	09:00	620870	86	4670.9	1.4	4758.10	0	84.00	1.0	1.11	32	4.00	332.40	JH
14-Jul	09:00	620956	60	4672.3	0.9	4758.10	0	83.00	1.0	0.61	28	4.00	331.00	JH
15-Jul	09:00	621016	88	4673.2	1.3	4758.10	0	82.00	2.0	1.37	24/100	2.00	329.60	DHR
16-Jul	09:00	621104	57	4674.5	0.9	4758.10	0	80.00	1.0	1.75	98	4.00	328.40	Ck
17-Jul	09:00	621161	89	4675.4	1.4	4758.10	0	79.00	2.0	1.22	94	6.00	327.40	Ck
18-Jul	09:00	621250	87	4676.8	1.3	4758.10	0	77.00	1.0	1.32	88	4.00	326.20	Ck
19-Jul	09:00	621337	59	4678.1	0.9	4758.10	0	76.00	1.0	1.36	84	2.00	324.60	DH
20-Jul	09:00	621396	88	4679	1.3	4758.10	0	75.00	1.0	1.61	82	4.00	323.80	DH
21-Jul	09:00	621484	120	4680.3	1.9	4758.10	0	74.00	3.0	1.45	78	6.00	322.20	DH
22-Jul	09:00	621604	92	4682.2	1.4	4758.10	0	71.00	2.0	1.45	72	4.00	320.40	Ck
23-Jul	09:00	621696	87	4683.6	1.3	4758.10	0	69.00	1.0	1.16	68	6.00	318.80	Ck
24-Jul	09:00	621783	88	4684.9	1.3	4758.10	0	68.00/160	1.0	2.02	62	2.00	17.0/396.	Ck
25-Jul	09:00	621871	88	4686.2	1.4	4758.10	0	159.00	1.0	1.30	60	5.00	395.20	Ck
26-Jul	09:00	621959	58	4687.6	0.9	4758.10	0	158.00	0.5	1.47	55	3.00	394.00	BH
27-Jul	09:00	622017	89	4688.5	1.4	4758.10	0	157.50	1.0	1.46	52	4.00	393.20	BH
28-Jul	09:00	622106	89	4689.9	1.2	4758.10	0	156.50	1.5	1.36	48	4.00	391.60	BH
29-Jul	09:00	622195	57	4691.1	0.9	4758.10	0	155.00	1.0	2.00	44	4.00	390.00	dh
30-Jul	09:00	622252	88	4692	1.4	4758.10	0	154.00	2.0	1.79	40	2.00	389.00	dh
31-Jul	09:00	622340	90	4693.4	1.3	4758.10	0	152.00	1.0	1.70	38/104	2.00	387.60	Ck
1-Aug	09:00	622430		4694.7		4758.10		151.00		1.55	100		386.20	Ck
TOT			2566				0			47.32				
AVE			86				0			1.43				
MAX			120				0			2.02				
MIN			40				0			0.61				

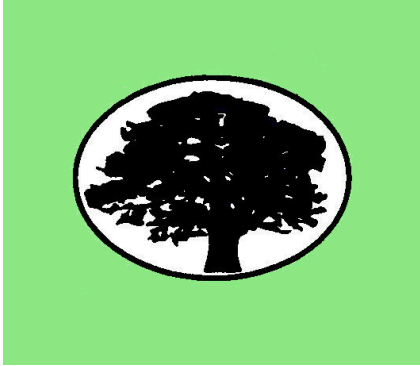
SIGNATURE:  Jon Stear
PHONE: 815-224-1650

**VILLAGE OF POPLAR GROVE
 DAILY DISTRIBUTION MONITORING REPORT
 FOR THE MONTH OF JULY 2024
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES**

Date	North System (Wells 2 & 3)				West System (Well 4)				South System (Wells 5 & 6)				Flouride Analysis					
	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Operator Initials	Slope Standard	Well #2	Well #3	Well #4	Well#5-6
1	PW	0.69		1.66	Garage	0.68		1.22	Tower	1.08		1.4		114%		0.61	0.72	0.61
2	VH	0.58		1.47	OL	1.04		1.33	Tower	1.11		1.42		105%		0.44	0.75	0.81
3	VH	1.1		1.63	Garage	2		1.85	Tower	1.14		1.39	DH	105%		0.46	0.78	0.76
4		1.54												105%		0.65	1.20	0.48
5														105%		0.44	0.80	0.62
6														105%		0.64	0.75	0.70
7														105%		0.67	1.10	1.10
8	VH	1.24		1.79	Garage	1.02		2	Tower	1.28		1.38		105%		0.50	0.76	0.60
9	PW	0.84		1.77	gas	0.98		1.54	Tower	1.31		1.33		98%		0.39	0.70	0.58
10	Arturo's	0.65		1.07	Ol	1		1.09	Tower	1.17		1.44		98%		0.60	0.69	0.60
11	VH	1.2		1.67	Garage	1.01		1.92	GC	1.12		1.34		98%		0.90	0.80	0.40
12	PW	0.77		1.83	Gas	0.69		0.67	Tower	1.54		1.03		98%		0.44	1.20	0.55
13									Tower	1.51		1.21		98%		0.93	0.69	0.68
14														98%		0.86	0.73	0.69
15	Village	1.3		1.48	tower	1.13		1.21	tower	1.2		1.36		98%		0.58	0.91	0.22
16	PW	1.11		1.13	Garage	0.94		1.62	tower	1.25		1.53	Ck	111%		0.64	0.71	0.62
17	FD	0.89		1.7	OL	0.7		2.48	tower	1.99		1.55	Ck	111%		0.64	0.71	0.60
18	Arturo's	1.55		1.22	GS	1.44		1.37	Gc	1.29		1.49	Ck	111%		0.64	0.69	0.55
19	Village	1.15		1.29	tower	0.71		1.03	tower	1.08		1.37		111%		0.86	0.67	0.65
20														111%		0.47	0.60	0.58
21														111%		0.58	0.66	0.55
22	PW	0.88		1.74	Gs	0.65		1.55	Tower	1.3		1.49	Ck	111%		0.73	0.87	0.66
23	Arturo's	1.33		1.15	Garage	0.99		1.74	Tower	1.24		1.57	Ck	92%		0.62	0.58	0.52
24	Village	0.65		1.41	GS	0.83		1.66	Tower	1.25		1.51	Ck	92%		0.59	0.66	0.57
25	PW	1.01		1.41	OL	1.03		0.93	GC	1.22		1.29	Ck	92%		0.52	0.75	0.57
26	Village	0.97		1.82	tower	1.53		1.13	Tower	1.39		1.4	Ck	92%		0.80	0.84	0.57
27														92%		0.64	0.71	0.56
28														92%		0.88	.64	0.62
29	f.h	0.97		1.6	ol	1.02		0.88	tower	1.51		1.21		92%		0.57	0.90	0.67
30	Village	0.89		1.23	Gas	1.24		1.22	Tower	1.23		1.41	Ck	111.00		0.58	0.81	0.69
31	PW	0.6		2.31	Garage	1.52		0.44	Gc	1.04		1.56	Ck	111.0		0.65	0.74	0.6

Signature:  Jon Stear
 PHONE: 815-224-1650

Village of Poplar Grove



Project Status

The new Public Works Maintenance Building is complete.



Quick Notes from Staff

2025 Election Packets are available in the office for those individuals who wish to run for local government.

Lawn refuse pick-up continues thru November, weather permitting.

Volunteers Wanted for the Village Christmas Tree Lighting event on Saturday Nov. 23rd. If interested please reach out to Carina Boyd at 815-765-3201

Upcoming Events

Sunday Sept. 8th - Barktoberfest 12pm-5pm Mortimer’s Roadhouse 105 W Grove St, Poplar Grove IL

Sunday Sept. 15th - PG Community Market 10am-4pm N. Hill Street, Poplar Grove IL

Sunday Oct. 6th - Boone County Farm Stroll 10am - 5pm Alpaca Pines Farm & Fiber Mill 21756 Beaverton Road, Poplar Grove IL & Troggs Hollow 11577 Poplar Grove Road, Poplar Grove, IL

Saturday Nov. 23rd 4pm - 6pm Village Christmas Tree Lighting, 200 N. Hill Street, Poplar Grove IL

Saturday Nov. 16th 6pm Holiday Wine Tasting Fundraiser with Artale at Vintage Wheels and Wings Museum, 5151 Orth Road, Poplar Grove IL

*“Autumn leaves shower like gold, like rainbows, as the winds of change begin to blow.”
~ Dan Millman*

History

In the tapestry of history, every community has its origins—its unique beginning. So, this is where we will start. "The village was originally platted on October 20, 1859, by Evi Sherman Sr. He laid out the town one-half mile south of the corners and named it Shermantown. At that time the population was 200." " The name "Shermantown" lasted only a short time. When the railroad depot was built in 1861, the name "Poplar Grove" was chosen because of a grove of poplar trees nearby." (Boone County Then and Now, 1835-1976, A history in words and pictures by her sons and daughters to celebrate The Bicentennial of the signing of The Declaration Of Independence, 1976. p.45)

Business Spotlight

Boone's Bar & Slots

This family-owned business opened earlier in 2024 to create a chill space for conversation. Relax on a couch with a glass of wine, play darts with friends over a pizza, or try your luck at the slots with a cocktail and cheese curds. Boone's Bar & Slots offers frequent special events, from live music to BINGO to food trucks.

Location: 13535 Highway 76 in Country Side Mall

Contact: Follow Boone's Bar & Slots on Facebook for specials and announcements

Recent Events

Summer was filled with a variety of events. Following two successful years of Fall Community Markets the Poplar Grove Lions Club held its first Spring Community Market on Sunday May 19th on Hill Street, featuring 49 local vendors.



Upcoming Meetings at Village Hall

Sept. 11th - Village Board Meeting 7pm

Sept. 18th - Village Board Meeting 7pm

Sept. 25th - Planning & Zoning 6pm

Oct. 9th - Village Board Meeting 7pm

Oct. 16th - Village Board Meeting 7pm

Oct. 23rd - Planning & Zoning 6pm

Nov. 13th - Village Board Meeting 7pm

Nov 20th - Village Board Meeting 7pm

Nov. 27th - Planning & Zoning 6pm

Agendas & Packet
Information:

<https://www.poplargrove-il.gov/meetings>



NEW: Business Directory

The Community Communications Committee is currently developing a business directory to support our local businesses, non-profit organizations, and social clubs.

If you are the owner/representative of a local business, non-profit organization, or social club and would like to participate please email me (krichardson@villageofpoplargrove.com) the following information and one of our members will reach out:

- * Contact Name
- * Contact Phone
- * Contact Email
- * Business Name
- * Business Address
- * Business Phone
- * Business Email
- * Business Website or FB Page

AREA MECHANICAL

COMPLETE MAINTENANCE CONTRACTS • SALES, SERVICE, & INSTALLATIONS
PLUMBING • REFRIGERATION • STEAM & HOT WATER BOILERS
HVAC • GEOTHERMAL • KITCHEN EQUIPMENT

September 11, 2024

Village of Poplar Grove Sewer Plant

Attn: Jason Hagberg

Re: AC in control room compressor, economizer control, damper actuator, enthalpy sensor, filter drier, and economizer sensor replacement quote

1. Shut down power to existing unit.
2. Recover any refrigerant if needed.
3. Remove and replace compressor on circuit 1.
4. Replace liquid line drier, pull vacuum, and charge with 9 lbs of R22.
5. Remove and replace contactor, economizer control, damper actuator, enthalpy sensor, and economizer sensor.
6. Perform startup and verify operation.
7. Leak check all connections and make any repairs if necessary for circuit 1.
8. Notify manager of completed work.

Total estimated cost for work listed above: \$8408.33 plus tax and shipping which isn't calculated until the order is placed.

EXCLUSIONS

- Overtime
- Additional repairs beyond the quoted scope of work

Respectfully,

Cody Saunders

2707 HUFFMAN BLVD
ROCKFORD, IL 61103

PHONE: (815) 964-2070
SALES@AREAMECHANICAL.COM

24 HOUR SERVICE



September 12, 2024

Village of Poplar Grove, Illinois
Village President & Board of Trustees
200 N. Hill Street
Poplar Grove, IL 61065

This Master Professional Services Agreement (this “Agreement”), effective as of September 12, 2024, between Sikich LLC, an Illinois limited liability company, (“Sikich”, “we”, “us”, or “our”) and the Village of Poplar Grove, Illinois (“Client”, “you”, or “your”) sets forth the mutual agreements of the parties regarding Sikich’s provision of one or more professional CPA services to Client, from time to time, as more fully described in Sikich Statements of Work (each, an “SOW”) issued hereunder (collectively, the “Services”).

This Agreement is intended to serve as the framework for entering into separate SOWs. The SOWs entered into pursuant to this Agreement shall be: (a) executed by authorized individuals on behalf of each of the parties, and (b) incorporated into this Agreement. Unless otherwise agreed by the parties, all SOWs that are entered into pursuant to this Agreement shall be governed by the terms of this Agreement and are hereby made part of, and incorporated into, this Agreement. In the event of a conflict between this Agreement and a SOW, the terms of this Agreement shall prevail, unless the SOW expressly references the specific provision in this Agreement to be modified by the SOW. This Agreement shall not govern engagements related to Sikich’s affiliated entities or Sikich services or offerings other than CPA Services, and a separate agreement for such services will be required. To the extent the term of an SOW extends beyond the expiration or earlier termination of this Agreement, the terms of this Agreement shall apply to such SOW until expiration of such SOW.

The general terms governing this Agreement are as follows:

ENGAGEMENT ADMINISTRATION

In connection with this Agreement, we may communicate with you or others via e-mail transmission. As e-mails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third-party or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that e-mails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of e-mails transmitted by us or in connection with the performance of this Agreement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits or disclosure or communication of confidential or proprietary information. Communications by email are authorized unless written objection is provided to us prior to any such communication.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards designed to protect the confidentiality of your personal information. In addition, we will enter into confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that such service providers have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers engaged by us.

Client acknowledges and agrees that in connection with the performance of the Services, Sikich may utilize the services of Sikich subsidiaries, affiliates, divisions and/or third parties located outside the United States (“Offshore Resources”) to provide the Services. Offshore Resources may have access to confidential information from offshore locations. Sikich represents to Client that with respect to each Offshore Resource utilized in providing Services to Client, Sikich has technical, legal, and/or other safeguards, measures and controls in place designed to protect confidential information of Client from unauthorized disclosure or use. Accordingly, Client agreement above extends to disclosure, ability to access, and use of Client’s confidential information by the Offshore Resources for the purposes set forth in this section. Any services performed by an Offshore Resource shall be performed in accordance with the terms set forth herein, and Sikich shall remain responsible to Client for the performance of the Services.

Client hereby explicitly acknowledges and consents to Sikich’s use of third-party cloud computing services to store confidential and proprietary information and other data of the Client and agrees that Sikich’s use of such cloud services coupled with the use of encrypted devices, password protections and firewall protection shall constitute the best efforts of Sikich to safeguard such information and data from unauthorized disclosure. Client further agrees that, subject to applicable law, Sikich shall only be liable for such unauthorized disclosure or use if it has been finally judicially determined by a court of competent jurisdiction that Sikich did not take commercially reasonable measures to protect the confidential and proprietary information and other data of the Client from unauthorized disclosure or use.

FEES; INVOICES

Our fees for the Services are detailed in the applicable SOW Addendum 2.

Services will be invoiced to you from time-to-time as work progresses and are payable within thirty (30) days or in accordance with applicable State statutes. Invoices not paid timely will have interest charged on outstanding balances at a rate of 1½% per month (or any fraction thereof) or in accordance with applicable State statutes. In accordance with our firm policies, work will be suspended if your account becomes ninety (90) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our Services for nonpayment, or other reasonable causes such as failure to provide the information or cooperation necessary for successful performance of our Services, our provision of Services will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

In the event that you desire to hire a member of the Sikich staff within one year of the completion of this Agreement, a recruiting fee will be assessed at 30% of the first-year salary per hire and paid to Sikich upon our notification of such hiring.

If significant additional time is necessary, we will keep you informed of any problems we encounter, and our fees will be adjusted accordingly. Our invoices for these fees are payable upon presentation and will be rendered each month as work progresses or as detailed in the applicable SOW.

RECORD RETENTION; CONFIDENTIALITY

It is our policy to keep records related to this Agreement for seven years. However, Sikich does not keep any original client records, and we will return those to you at the completion of the Services rendered under this Agreement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. The documentation for this Agreement is the property of Sikich.

All information obtained in the course of performing our agreed professional Services, including but not limited to, statements, records, schedules, working papers, memorandums, reports, and all other documents and work product prepared by Sikich, will be considered confidential matters not to be disclosed to any other person or persons without your prior written permission, unless otherwise required pursuant to professional standards, statutory or regulatory authority, or court order. The foregoing obligation of confidentiality shall not apply to any information that was in the public domain at the time of the communication thereof to Sikich.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, regulatory inquiry or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request.

INDEMNIFICATION; LIMITATION OF LIABILITY

You hereby agree to indemnify and hold harmless Sikich and its principals, directors, employees, agents or subcontractors against all costs, expenses, losses, judgments, damages and liabilities (including reasonable attorneys' fees and expenses) associated with any third-party claim, threat or proceeding relating to the performance of the Services by Sikich under this Agreement, other than as determined through mediation to have been caused by our own gross negligence or willful misconduct.

You agree that our maximum liability to you for any negligent errors or omissions committed by us in the performance of the Services will be limited to the total amount of fees we receive from you under the applicable SOW for the Services provided under such SOW giving rise to the liability, except to the extent determined to result from our gross negligence or willful misconduct. You agree that this limitation applies to any and all liability or causes of action against us, however alleged or arising, unless otherwise prohibited by law or professional standards. Additionally, our liability as accountants shall be limited to the period covered by our Services and shall not extend to later periods for which we are not engaged as accountants or prior periods before we were engaged as accountants. In no event will Sikich be liable to you or any third party, whether a claim be in tort, contract or otherwise, for any amount in excess of the total professional fees paid pursuant to this Agreement for the Services provided under this Agreement giving rise to the liability, or for any special, consequential, exemplary, incidental indirect, lost profit, punitive or similar damages of any kind.

No (i) direct or indirect holder of any equity interests or securities of Sikich, (ii) affiliate of Sikich, or (iii) director, officer, employee, representative, or agent of Sikich, or of an affiliate of Sikich or of any such direct or indirect holder of any equity interests or securities of Sikich (collectively, the "***Sikich Affiliates***") shall have any liability or obligation of any nature whatsoever in connection with or under this Agreement or the transactions contemplated hereby, and Client waives and releases all claims against such Sikich Affiliates related to any such liability or obligation.

DISPUTE RESOLUTION; GOVERNING LAW

If any dispute, controversy, or claim arises in connection with the performance or breach of this Agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Rules of the American Arbitration Association or such other neutral facilitator acceptable to both parties. Both parties will exert their commercially reasonable best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy. Each party may disclose any facts to the other party or the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation or proceeding against the disclosing party. Except as agreed by both parties in writing, the mediator will keep confidential all information disclosed during negotiations. The mediation proceedings will conclude within sixty (60) days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

THIS AGREEMENT SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE LAWS OF THE STATE OF ILLINOIS. SIKICH AND CLIENT KNOWINGLY, VOLUNTARILY AND IRREVOCABLY WAIVE ANY RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER BASED UPON CONTRACT, TORT OR OTHERWISE) RELATED TO OR ARISING OUT OF OR IN CONNECTION WITH THE ENGAGEMENT OF SIKICH PURSUANT TO, OR THE PERFORMANCE BY SIKICH OF THE SERVICES CONTEMPLATED BY, THIS AGREEMENT.

TERM; TERMINATION

If either party hereto desires to terminate this Agreement, or an SOW, it may do so at any time for any reason by giving written notice to the other party. In such event, Sikich will be paid for fees and expenses incurred through the termination date, as well as for reasonable engagement closing costs.

INDEPENDENT CONTRACTOR

It is understood and agreed that Sikich will for all purposes be an independent contractor, will not hold itself out as representing or acting in any manner for Client, and neither Sikich nor Client will have any authority to bind the other party to any contract or in any other manner. Sikich and Client do not intend to create a joint employer relationship, and Sikich and Client each represents that it is the sole employer of its employees. Sikich shall not and does not have the right to control Client's employees' essential terms and conditions of employment, including hiring its employees, determining their wages and benefits, or assigning, scheduling, training, disciplining, or terminating Client's employees.

OFAC REPRESENTATION

Client represents and warrants the following with respect to the U.S. Treasury Department's Office of Foreign Assets Control ("OFAC"): (a) Client does not have any nexus with persons or entities on any of OFAC's sanctions list (e.g. SSI, SDN, FSE etc.) either through large shareholders, employees, beneficial owners, vendors, affiliated entities (i.e. affiliates or subsidiaries), third parties, customer base or otherwise; (b) Client does not have any operations in any comprehensive OFAC sanctioned country (Cuba, Iran, Syria, Sudan, North Korea, the Crimea); (c) Client does not have any operations in any limited OFAC sanctioned country program; or (d) Client does not remit payment for Sikich's fees and expenses from an OFAC sanctioned country.

NO THIRD-PARTY BENEFICIARIES

This Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the parties.

FORCE MAJEURE

Sikich shall not be deemed in default of any provision of this Agreement or be liable for any delay, failure in performance, or interruption of the Services resulting directly or indirectly from acts of God, electronic virus attack or infiltration, civil or military authority action, civil disturbance, war, strike and other labor disputes, fires, floods, other catastrophes, and other forces beyond its reasonable control.

NOTICES

All notices given under or pursuant to this Agreement will be sent by national courier, Certified or Registered Mail, Return Receipt Requested, and will be deemed to have been delivered when physically delivered to Client or Sikich at the following address:

If to Sikich:

Sikich LLC
1415 W. Diehl Road, Suite 400
Naperville, IL 60653
Attention: Brian D. LeFevre, CPA, MBA

With a copy to:

Sikich LLC
1415 W. Diehl Road, Suite 400
Naperville, IL 60653
Attention: Office of General Counsel

If to Client:

Village of Poplar Grove, Illinois
200 N. Hill Street
Poplar Grove, IL
Attention: Village President

SURVIVAL

Those provisions that by their nature are intended to survive termination or expiration of this Agreement and any right or obligation of the parties in this Agreement which, by its express terms of nature and context is intended to survive termination or expiration of this Agreement, shall so survive any such termination or expiration.

MISCELLANEOUS

Entire Agreement: This Agreement, the Exhibits attached hereto and incorporated herein by reference, and the SOWs, constitute the entire agreement between Sikich, on one side, and Client on the other side, regarding the terms of this Agreement. In the event Client requires Sikich to execute a purchase order or other Client documentation in order to receive payment for Services, the terms and conditions contained in such purchase order or documentation shall be null and void and shall not govern the terms of this Agreement. This Agreement is entered into without reliance on any promise or representation, written or oral, other than those expressly contained herein and supersedes any other such promises or representations. This Agreement can only be modified by a written agreement signed by duly authorized representatives of each party.

Counterparts: This Agreement may be executed in counterparts (and by facsimile or other electronic means), each of which shall constitute an original and all of which together will be deemed to be one and the same document.

Severability: The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

Authority; Due Authorization; Enforceability: Each party hereto represents and warrants that it has all requisite power and authority to enter into this Agreement and to perform its obligations hereunder. Each party hereto further represents and warrants that this Agreement has been duly and validly authorized by all necessary corporate action and has been duly executed and delivered by each such party and constitutes the legal, valid and binding agreement of each such party, enforceable in accordance with its terms.

Counsel Representation: The terms of this Agreement have been negotiated by the parties hereto, who have each been represented by counsel, there shall be no presumption that any of the provisions of this Agreement shall be construed adverse to any party as “drafter” in the event of a contention of ambiguity in this Agreement, and the parties waive any statute or rule of law to such effect.

Assignment: This Agreement may not be assigned by any party hereto without the prior written consent of the other party. Any attempted assignment of this Agreement made without such consent shall be void and of no effect, at the option of the non-assigning party.

Headings: Headings used herein are for convenience of reference only and shall not affect the interpretation or construction of this Agreement.

ACCEPTANCE

You acknowledge having read this Agreement in its entirety, have had full opportunity to consider its terms in consultation with your attorney, have had full and satisfactory explanation of the same, and fully understand and agree to be bound by the terms of this Agreement.

Please indicate your understanding and acceptance of this Agreement and your intention to be legally bound hereby by executing this Agreement in the space provided below where indicated and return it to our offices, indicating your authorization for us to proceed on the above terms and conditions.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Sincerely,



Brian D. LeFevre, CPA, MBA
Principal
On behalf of Sikich LLC

Acknowledged:
Village of Poplar Grove, Illinois

Name _____

Title _____

Date _____

**STATEMENT OF WORK
2024-AS**

This Statement of Work (this "SOW") dated September 12, 2024 is entered into by and between Sikich LLC ("Sikich", "we", "us" or "our") and the Village of Poplar Grove, Illinois ("Client", "you", or "your") pursuant to the Master CPA Professional Service Agreement dated September 12, 2024 between Sikich and the Client (the "Agreement"), all terms of which are hereby incorporated herein reference.

NOW, THEREFORE, for and in consideration of the foregoing premises, and the agreements of the parties set forth below, Sikich and Client agree as follows:

We will perform the following services (collectively, the "Services") listed in Addendum 1.

Our accounting services will be performed upon the signing of the Agreement and SOW and will continue until such time they are no longer needed.

OTHER NONATTEST SERVICES

You may request that we perform additional services not contemplated by this Agreement. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services our services will continue to be governed by the terms of this Agreement.

ENGAGEMENT ADMINISTRATION, FEES, AND OTHER

Our fees for the services to be performed are found in Addendum 2. Services will be invoiced to you from time to time as work progresses. In accordance with Illinois Compiled Statutes, payments for all services are due within sixty days of receipt of an invoice.

We appreciate the opportunity to be of service to you and believe this Agreement accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Sincerely,



Brian D. LeFevre, CPA, MBA
Principal
On behalf of Sikich LLC

Acknowledged:

Village of Poplar Grove, Illinois

Name _____

Title _____

Date _____

ADDENDUM 1 **Outsourced Accounting Services**

This addendum is to specify the terms of our engagement with respect to the accounting services we will provide.

Sikich LLC will provide, unless otherwise noted, ongoing payroll services for the Village of Poplar Grove, Illinois. If needed, Sikich LLC will also perform vendor payment services. These services will be performed remotely. Specifically, we will focus on the following:

PAYROLL

- Process biweekly payroll utilizing the Village's BS&A payroll module
- Direct Deposit of payroll checks through the Village's Solutions Bank account
- Transmission of federal and state tax deposits
- Process payment of payroll-related vendor checks
- Other payroll-related reporting, as needed

ACCOUNTING SERVICES

- Process monthly vendor payments utilizing the Village's BS&A accounts payable module
- Deposit of vendor payments via ACH through the Village's Solutions Bank account and/or assist with printing of physical checks

THE VILLAGE OF POPLAR GROVE is responsible for:

- Providing Sikich with remote access to the BS&A software, Solutions Bank, and any other access needed to remit federal and state tax deposits or other payroll deductions
- Providing timecards for hourly employees, which should be reviewed for accuracy by the Public Works Director and the Village Treasurer (once available)
- Providing any other payroll updates, including but not limited to, bank account changes, address changes, pay rate changes, and changes in payroll deductions
- Providing vendor invoices approved for payment, including the appropriate general ledger account coding

ADDENDUM 2

SCHEDULE OF FEES

Our fees for these services will be based upon our standard hourly rates in effect during the performance of our work.

	Hourly Rate
Staff	\$ 160
Senior	\$ 176
Senior Manager	\$ 281
Principal	\$ 370