



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, June 25, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

<https://www.youtube.com/watch?v=8ZzdeOdv81g>

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

- [1.](#) Motion to approve minutes from the May 21, 2025, Board of Trustees meeting

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

DEPARTMENT REPORTS

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

UNFINISHED BUSINESS

- [5.](#) Motion to discuss **Ordinance 2024-12** an ordinance of the Village of Poplar Grove, Illinois, establishing Title 1, Chapter 5, Sections 1-5-5 of the Village's code of Ordinances regarding a code of personal conduct

6. Motion to discuss/approve **Resolution 2025-13** A Resolution of the Village of Poplar Grove, Illinois approving purchase of a 2025 International HV507 SFA Truck.

NEW BUSINESS

7. Motion to discuss and possibly approve the Village of Poplar Grove Business Directory
8. Motion to discuss changes to the current liquor ordinance
9. Motion to discuss and possibly approve banners for State Street
10. Motion to discuss status Lions Park
11. Motion to discuss and possible approval of **Resolution 2025-11** a resolution of the Village of Poplar Grove, Illinois, to approve the meeting schedule for the Planning and Zoning Commission meetings for 2025
12. Motion to discuss and possible approval of **Resolution 2025-12**, A Resolution of the Village of Poplar Grove appointing individuals to the Village Planning and Zoning Commission.
13. Motion to discuss possible changes to the peddlers, hawkers and solicitors ordinance
14. Motion to discuss Christmas Tree Lighting
15. Motion to discuss elected officials' training
16. Discussion on possible updates to the energy code
17. Motion to discuss/approve check disbursement for payments scheduled to be paid before June 30th, 2025 in the amount of \$55,561.35 in AP checks, \$3,613.83 EFTs and estimated payroll of \$19,877.00 Payroll for a total of \$79,052.18
18. Motion to discuss/approve **Resolution 2025-14** A Resolution of the Village of Poplar Grove, Illinois approving the appointment of Village President, Kristi Richardson, as an authorized agent for the Illinois Municipal Retirement fund.

GOOD OF THE VILLAGE

Village Hall Closed for July 4th Holiday

Planning and Zoning Meeting - July 8, 2025 - 6:00 pm

Public Hearing – Annual Budget – July 9, 2025 – 6:45 pm

Board of Trustees Meeting - July 9, 2025 - 7:00 pm

Board of Trustees Meeting - July 23, 2025 - 7:00 pm

EXECUTIVE SESSION

19. 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, 5 ILCS 120/2(c)(11) Pending Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent. 5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees

ADJOURNMENT (Voice Vote)

KJ 06/20/2025



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, May 21, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting 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

Clerk Karri Miller

Attorney Roxanne Sosnowski

Waste Water Director Ion Steer

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve April 23, 2025 Board of Trustee Meeting minutes
Motion made by Finance Chairman Goings, Seconded by Trustee Vance. 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.*

No public comment

DEPARTMENT REPORTS

2. Public Works, Howe
No questions
3. Engineer, McMahon
No questions
4. Wastewater, TEST
Trustees asked questions to Ion about he plants

FIRST READ

5. Motion to approve bounce house options for Neighbors Night
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek, to discuss playhouse options.
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings, to approve the playhouse quote.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
6. Motion to discuss Neighbors Night status and expenses
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Discussed by the board what they would like to see at neighbors night and costs
7. Motion to approve the replacement of the Ravens Crest Sign from Signature Streetscapes for a total of \$2,748.00
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Hubbard, Trustee Vance
Voting Present: Trustee Allgood
8. Motion to discuss Non-HOA entrances
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
The board discussed the entrance signs and gave staff direction.
9. Motion to discuss **Ordinance 2024-12** an ordinance of the Village of Poplar Grove, Illinois, establishing Title 1, Chapter 5, Sections 1-5-5 of the Village's code of Ordinances regarding a code of personal conduct
Motion made by Trustee Allgood, Seconded by Admin Chairman Costanza.
Board discussed the ordinance and will bring back at a later meeting

10. Discussion on **Ordinance 2024-07** an ordinance of the Village of Poplar Grove, Illinois, amending Title 1, Chapter 5, Section 1-5-2 of the Village's code of Ordinances
Motion made by Admin Chairman Costanza, seconded by Trustee Allgood.
Board discussed the ordinance, and Attorney Sosnowski will change the ordinance
11. Motion to approve Medical, Dental, and Vision plan renewals
Motion made by Trustee Hubbard, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

12. Motion to approve check disbursement for payments scheduled to be paid before May 22, 2025, in the amount of \$151,960.49 in AP checks, \$19,650.00 (est) Payroll for 5.16.25, est of payroll for 5.30.25 \$19,650.00 for a total of \$191,260.49.
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
13. Motion to discuss scheduling a special board meeting for a Budget Workshop
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.
Budget Workshop will be June 2, 2025 at 6 pm

GOOD OF THE VILLAGE

Village Hall Closed for Memorial Day - May 26, 2025

Board of Trustee Meeting – June 11, 2025 -7:00 pm

11th Annual Neighbors Night – June 14, 2025 – 4:00 pm-9:30 pm

Board of Trustee Meeting – June 25, 2025 - 7:00 pm

ADJOURNMENT (Voice Vote)

Motion made by Trustee Allgood, Seconded by Finance Chairman Goings. The motion passed by voice vote

Meeting adjourned at 8:07 pm



To: The Village President and Board of Trustees

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

Re: Engineering Report – May 2025 Activity

Date: June 18, 2025

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

- **Source Water Protection Plan:** As previously reported, the reports have been sent to IEPA. The agency just issued letters accepting the reports as written. The Village is now required to implement the findings of the plans, and update the plans every five years. We will report on this more thoroughly in July or August.
- **South Wastewater Treatment Plant:** As previously reported, the Village's permit is up for renewal. IEPA has provided the draft permit which has been disseminated for public review. To our knowledge, there have been no review comments from the public, and we would expect the agency to issue the permit at any time now.
- **Candlewick Lake Interconnection Agreement:** Aqua Illinois is in the process of updating the agreement. We have reached out to Aqua Illinois for a status report.
- **Sludge Application Permits:** DPW Howe has started discussions with area farmers to identify fields where the sludge can be spread, which has been a challenge. Staff has discussed the need to locate fields in the near future, and we are planning outreach efforts such that fall application is achievable. It will take the Agency approximately 3-4 months to process the permit once the application is received.
- **Bullard Street Fire Hydrant:** Contractor has completed the work and we expect an invoice at any time.
- **Frontier:** Frontier has submitted plans to install high speed fiber optic lines which have been reviewed and returned to Frontier to revisions in February. There has been no response from Frontier.
- **Surf Internet:** Surf Internet has submitted plans for fiber installation as well, and as previously reported the plans submitted to date have been grossly out of compliance with Village code. Surf has recently submitted revised plans for review.
- **Woodstock Road (IL 76 Improvements):** No new activity occurred since staff met w/ the Boone County Highway Department and the Belvidere Township in January.
- **2025 Pavement Maintenance Program:** Engineering work is currently underway.



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.poplargo-ve-il.gov/>

Public Works Report, May 2025

Parks & Recreation

- Planted trees throughout various park areas. Trees were received as part of ComEd's Arbor Day Foundation Program.
- Excavated, formed, and poured concrete pads for portable restrooms at Mansfield Park and Sherman Park.
- Ordered and had portable restrooms installed by United Sanitation.
- An additional round of weed control was applied across all parks.
- Installed additional protective posts around the drainage ditch along the entryway at Lions Park parking lot.
- Power washed the pavilion at Lions Park, as well as the pavilion, gazebo, and monument at Veterans Park.
- Staff removed leaves and debris from fence lines surrounding the ball diamonds.
- Constructed enclosures around portable restrooms.
- Mowed drainage areas.
- String trimmed areas across the Village as needed.

Roads & Infrastructure

- Applied weed treatment around signage in roadway rights-of-way.
- Regraded the drainage swale along Waco Road and at the nearby detention pond.
- Backfilled areas around washed-out piping along Waco Road.
- Completed service line repair at 446 Blue Spruce Drive.
- Performed valve box repairs in Olson Woods.
- Conducted hydrant flushing across all three Village water systems over a four-day span.
- Swept most of the Village streets.
- Mowed roadside areas.

Facilities & Equipment Repairs

- Relocated and organized burn and spoils piles at the plant sites; stacked spoil material to allow for continued use.
- Repaired turf deck mower (wheels and belt).
- Replaced radiator on the SCAG zero-turn mower.
- Cleaned daily-use trucks.
- Staff took advantage of rainy days to clean and reorganize the shop, including tool and equipment areas.
- Cleaned floor drains.

Administration & Planning

- Finalized the 2025 Road Maintenance Program in coordination with Chris, including sidewalk repairs as part of the project scope.
- Received preliminary quotes from Ion for SCADA system upgrades; these will be presented to the Board following budget approval.
- Attended multiple development-related meetings; updates to follow as projects progress.
- Continued coordination with Bel Air regarding new hangar home development—Planning & Zoning review expected late June or early July.
- Met with Comcast to discuss upgrades to Village telecommunications systems.
- Reviewed the annual load shed report with our External Affairs representative from ComEd.
- Assessed Village-maintained ROWs, neighborhood entry points, and common areas as part of an ongoing Board discussion.
- Finalized the contract with Chicago Audio and Video for the Boardroom technology upgrades. We anticipate confirmation on parts delivery and scheduling in the coming weeks.
- Continued internal planning discussions with Kristi, covering topics such as the budget, future capital projects, community enhancement initiatives, and facility improvements.

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.

ORDINANCE 2024-12

AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS ESTABLISHING TITLE 1, CHAPTER 5, SECTION 1-5-5 OF THE VILLAGE'S CODE OF ORDINANCES REGARDING A CODE OF PERSONAL CONDUCT

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

WHEREAS, the Village Code Title 1 "Administration," Chapter 5 "Village Board of Trustees," addresses how the meetings of the Village Board of Trustees are to be conducted; and

WHEREAS, the Village now desires to establish a new Section 1-5-5 to establish a code of personal conduct for elected officials (or person appointed to fill a vacancy in elected office) at meetings of the Village Board of Trustees; and

WHEREAS, the Village has determined that such establishment of a code of personal conduct for elected officials (or person appointed to fill a vacancy in elected office) is in the best interest of the Village and its citizens.

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

1. The above-recitals are incorporated herein and made a part hereof.
2. That Title 1, Chapter 5, of the Village Code, is hereby amended by establishing a new Section 1-5-5 to be entitled "Personal Conduct of Village Elected Officials (Or Person Appointed to Fill a Vacancy in Elected Office) at Village Board Meetings" which shall read as follows: (deletions identified by strikethroughs and additions by bold and underline):

"1-5-5. – PERSONAL CONDUCT OF VILLAGE ELECTED OFFICIALS (OR PERSON APPOINTED TO FILL A VACANCY IN ELECTED OFFICE) AT VILLAGE BOARD MEETINGS.

- A. **No Village elected official (or person appointed to fill a vacancy in elected office) is permitted to act or appear in a disgraceful or disorderly manner at any Village Board meeting which includes, but is not limited to:**
 1. **Continuing to speak without being recognized by the Village President or presiding officer of the meeting;**
 2. **Interrupting other recognized speakers;**
 3. **Disregarding a ruling or order from the Village President or presiding officer of the meeting;**

4. Making audible side remarks during the deliberations of the Village Board;
 5. Using profanity in a manner that disrupts or interferes with conducting a Village Board meeting;
 6. Engaging in arguments with members of the public in attendance;
 7. Engaging in physical movements that are perceived to be threatening; or
 8. Using belligerent, threatening, abusive terms to describe Village officers, employees, contractors, members of the audience or members of the community.
- B. Any Village elected official (or person appointed to fill a vacancy in elected office) acting in a manner that is contrary to the personal conduct provisions in this Section and failing to obey an order of the Village President or presiding officer to discontinue said misconduct shall be admonished that if such misconduct continues, the elected official (or person appointed to fill a vacancy in elected office) may be subject to being expelled from the remainder of the meeting. If after being admonished by the Village President or presiding officer the misconduct continues, a motion to expel the elected official (or person appointed to fill a vacancy in elected office) may be made and seconded. A vote of two-thirds of all members of the Village Board then holding office is required for expulsion. If the motion to expel passes, the expelled elected official (or person appointed to fill a vacancy in elected office) shall be asked to leave the meeting. If the expelled elected official (or person appointed to fill a vacancy in elected office) refuses to leave the meeting, the Village Board may take action to recess or adjourn the meeting until the expelled elected official (or person appointed to fill a vacancy in elected office) leaves. No elected official (or person appointed to fill a vacancy in elected office) may be expelled a second time for the same incident.
3. Except as amended in this Ordinance, all other provisions and terms of 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.
 4. 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 STRAW

SECONDED BY DAVIES

BY ROLL CALL VOTE THIS 14 DAY OF MAY, 2024

AS FOLLOWS:

VOTING “AYE”: Trustee Straw, Trustee Davies, Trustee Moore, President Sattler

VOTING “NAY”: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek

ABSENT, ABSTAIN, OTHER

APPROVED ____ May 14 _____, 2024

ATTEST:

Karri Miller
CLERK

Don Sattler
PRESIDENT

RESOLUTION NUMBER: 2025-13**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
APPROVING PURCHASE OF A 2025 INTERNATIONAL HV507 SFA TRUCK**

WHEREAS, the Village of Poplar Grove (“Village”) is in need of a truck with a plow and spreader attachment to provide public works services to the Village; and

WHEREAS, the Village desires to purchase a 2025 International HV507 SFA truck from Lakeside International-Janesville (“Lakeside”) in accordance with the Sales Proposal attached hereto as Exhibit A and incorporated herein; and

WHEREAS, Section 1-10-4 of the Village of Poplar Grove Code of Ordinances states: Purchases above the State limit: Purchases of materials, equipment, services or supplies above the state limit must be competitively bid through formal public bid procedures, and in accordance with state law and Village ordinances. Bid documents require written approval of the Village President, and final bid approval is made by the Village Board. Requires approval of the Village Treasurer, Village President, and Board of Trustees. The Village President may waive the public bid requirement when procuring certain professional services as outlined in state statute. In cases of urgently needed material or urgent repairs involving labor and material, such repairs and material may be obtained through negotiated contract without formal advertising with the approval of the Village President, when it is in the best interest of the Village and when it is impractical to convene a meeting of the Board of Trustees. Negotiated purchases without formal advertising may be approved by the Board of Trustees when it is impractical to secure competition, when it is impossible to draft adequate specifications or any other adequately detailed description of the required property or services, or when the contemplated contract involves maintenance, repair, alteration or inspection and the exact nature or amount of work to be done is not known. However, the Department Head shall first obtain in writing, whenever possible, at least three (3) informal bids to furnish same. In these situations, the Village President may require that request for proposals be utilized. The purchasing procedure under this paragraph may be waived by a two-thirds (2/3) vote of the corporate authorities; and

WHEREAS, the Village President and Village Board hereby agree to waive the public bid requirement for the purchase of the 2025 International HV507 SFA truck with a two-thirds (2/3) vote of the corporate authorities; and

WHEREAS, the waiver is necessary in order to purchase the 2025 International HV507 SFA truck from Lakeside at a cost of \$255,363.00; and

WHEREAS, the Village finds that it is in the best interest of the Village and its citizens to approve the Sales Proposal from Lakeside attached hereto as Exhibit A.

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

1. The above recitals are incorporated herein and made a part hereof.

2. The Village hereby approves the expenditure to Lakeside International-Janesville in the amount of \$255,363.00 for the purchase of a 2025 International HV507 SFA truck as set forth in the Sales Proposal attached hereto as Exhibit A.

PASSED UPON MOTION BY: _____

SECONDED BY: _____

BY ROLL CALL VOTE THIS _____, _____, 2025

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER: _____

APPROVED: _____, 2025

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A
SALES PROPOSAL FROM LAKESIDE INTERNATIONAL-JANESVILLE



HV507 SFA

Sales Proposal For:
Village of Poplar Grove

Presented By:
LAKESIDE INTL-JANESVILLE

May 08, 2025

Prepared For:

Village of Poplar Grove
 David Howe
 200 N Hill St.
 Poplar Grove, IL 61065-6500
 (815)765 - 3201
 Reference ID: N/A

Presented By:

LAKESIDE INTL-JANESVILLE
 Patrick McNamara
 3850 Kennedy Rd
 JANESVILLE WI 53545 -
 (608)754-8195

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.



Model Profile
2025 HV507 SFA (HV507)

AXLE CONFIG:	4X2
APPLICATION:	Front Plow and Wing with Spreader
MISSION:	Requested GVWR: 43000. Calc. GVWR: 43000. Calc. GCWR: 80000 Calc. Start / Grade Ability: 31.80% / 3.55% @ 55 MPH Calc. Geared Speed: 67.4 MPH
DIMENSION:	Wheelbase: 161.00, CA: 86.00, Axle to Frame: 79.00
ENGINE, DIESEL:	{Cummins L9 360} EPA 2024, 360HP @ 2200 RPM, 1150 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 359 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 3000 RDS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity
AXLE, REAR, SINGLE:	{Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends Gear Ratio: 6.14
CAB:	Conventional, Day Cab
TIRE, FRONT:	(2) 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position
TIRE, REAR:	(4) 11R22.5 Load Range H HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive
SUSPENSION, REAR, AIR, SINGLE:	{Hendrickson PRIMAAX EX} 23,000-lb Capacity, 9.0" Ride Height, with Shock Absorbers
PAINT:	Cab schematic 100WK Location 1: 2303, Red (Std) Chassis schematic N/A

Code	Description
HV50700	Base Chassis, Model HV507 SFA with 161.00 Wheelbase, 86.00 CA, and 79.00 Axle to Frame.
1570	TOW HOOK, FRONT (2) Frame Mounted
1ANA	AXLE CONFIGURATION 4x2
	<u>Notes</u> : Pricing may change if axle configuration is changed.
1CAJ	FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL
1LLA	BUMPER, FRONT Swept Back, Steel, Heavy Duty
1WDS	FRAME EXTENSION, FRONT Integral; 20" In Front of Grille
1WEV	WHEELBASE RANGE 146" (370cm) Through and Including 195" (495cm)
2ARY	AXLE, FRONT NON-DRIVING {Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity
3AGA	SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 20,000-lb Capacity, with Shock Absorbers
3WAJ	SPRINGS, FRONT AUXILIARY Air Bag, Right Side Only, Driver Control
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications
	<u>Includes</u> : BRAKE LINES Color and Size Coded Nylon : DRAIN VALVE Twist-Type : GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : PARKING BRAKE VALVE For Truck : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6
4619	TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck
	<u>Notes</u> : When electronic stability control is ordered with trailer connections on a 4x2 truck, please check the operator manual for trailer weight restrictions.
4732	DRAIN VALVE {Berg} with Pull Chain, for Air Tank
4AZJ	AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System, with Automatic Traction Control
4EBD	AIR DRYER {Wabco System Saver 1200} with Heater
4EXU	BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 Sqn Spring Brake
4EXV	BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 Sqn
4GBM	BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake
4LAA	SLACK ADJUSTERS, FRONT {Haldex} Automatic
4LGA	SLACK ADJUSTERS, REAR {Haldex} Automatic
4LGR	SLACK ADJUSTER PINS Stainless Steel Slack Adjuster Pins/Cotter Pins on Front and Rear
4SPA	AIR COMPRESSOR {Cummins} 18.7 CFM
4VKC	AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab
4WBX	DUST SHIELDS, FRONT BRAKE for Air Cam Brakes

Vehicle Specifications
2025 HV507 SFA (HV507)

May 08, 2025

<u>Code</u>	<u>Description</u>
4WDM	DUST SHIELDS, REAR BRAKE for Air Cam Brakes
4WZJ	AIR TANK LOCATION (2) : One Mounted Under Each Rail, Front of Rear Suspension, Parallel to Rail
4XDR	BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle
4XDT	BRAKES, FRONT {Meritor 16.5X6 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 6", 23,000-lb Capacity
5710	STEERING COLUMN Tilting and Telescoping
5CAW	STEERING WHEEL 4-Spoke; 18" Dia., Black
5PTB	STEERING GEAR (2) {Sheppard M100/M80} Dual Power
6DGG	DRIVELINE SYSTEM {Dana Spicer} 1710, for 4x2/6x2
7BEU	AFTERTREATMENT COVER Aluminum
7BLW	EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab
7SCP	ENGINE EXHAUST BRAKE for Cummins ISB/B6.7/ISL/L9 Engine with Variable Vane Turbo Charger
7WBA	TAIL PIPE (1) Turnback Type, Bright
7WBS	MUFFLER/TAIL PIPE GUARD (1) Bright Stainless Steel
7WCM	EXHAUST HEIGHT 8' 10"
8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment
	<u>Includes</u>
	: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab
	: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel
	: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever
	: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light
	: STARTER SWITCH Electric, Key Operated
	: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector
	: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature
	: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever
	: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted
	: WIRING, CHASSIS Color Coded and Continuously Numbered
8GXD	ALTERNATOR {Leece-Neville AV1160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount, with Remote Sense
8HAB	BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn
8HAH	ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Combined Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake Accommodation Package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket
8MJV	BATTERY SYSTEM {Fleetrite} Maintenance-Free, (4) 12-Volt 3800CCA Total, Top Threaded Stud
8RGA	2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab
8RMZ	SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars
8RPR	ANTENNA for Increased Roof Clearance Applications

Code	Description
8RPS	RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input
8THJ	AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications
8TKK	TRAILER AUXILIARY FEED CIRCUIT for Electric Trailer Brake Accommodation/Air Trailer ABS; with 30 Amp Fuse and Relay, Controlled by Ignition Switch
8TNR	BATTERY CABLES with 36" of Extra Length Coiled and Strapped Near Battery Box
8TPR	STOP, TURN, TAIL & B/U LIGHTS {Weldon} Multi-Function LED Lamp, Mounted Outside Rails, Includes LED License Plate Light
8VAY	HORN, ELECTRIC Disc Style
8VUJ	BATTERY BOX Steel, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Right Side Back of Cab
8VZR	SWITCH, BODY CIRCUITS, MID with Remote Power Module Mounted in Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total, Includes 1 Switch Pack with Momentary Switches
8WBW	JUMP START STUD 12V, Remote Mounted
8WGL	WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time
8WPH	CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade
8WPZ	TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights
8WRB	HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On
8WWJ	INDICATOR, LOW COOLANT LEVEL with Audible Alarm
8WXD	ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened
8WXG	STARTING MOTOR {Mitsubishi Electric Automotive America 105P} 12-Volt, with Soft-Start
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses
8XGT	TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender
8XHD	BATTERY DISCONNECT SWITCH 300 Amp, Disconnects Charging Circuits, Locks with Padlock, Cab Mounted
8XHN	HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord
8XNY	HEADLIGHTS Halogen
8XPP	USB PORT Two USB-A Ports and Two USB-C Ports, Located in Instrument Panel
9585	FENDER EXTENSIONS Rubber
9AAB	LOGOS EXTERIOR Model Badges
9AAH	LOGOS EXTERIOR, ENGINE Badge Shipped Loose
9ANG	HOOD, HATCH (01) for Servicing
9HAN	INSULATION, UNDER HOOD for Sound Abatement
9HBM	GRILLE Stationary, Chrome
9HBN	INSULATION, SPLASH PANELS for Sound Abatement
9WBC	FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV
10021	CHASSIS COATING Corrosion Resistant E-Coat Primer Coating for Single Frame Rails

<u>Code</u>	<u>Description</u>
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100 <u>Includes</u> : PAINT SCHEMATIC ID LETTERS "WK"
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone
10AGB	COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360
10BAE	LABEL, DEF "DEF ONLY"
10JPA	CUSTOMER IDENTITY for Sourcewell
10SLV	PROMOTIONAL PACKAGE Government Silver Package
10UAV	VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA/MA /OR/NJ/NY/WA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle. <u>Notes</u> : CANNOT BE REGISTERED IN CA. For vehicles that will be registered in States other than CA.
10WCY	SAFETY TRIANGLES
10WKN	KEYS - ALL ALIKE, ID I-1624 Compatible with Z-250
10XAN	FIRE EXTINGUISHER 5 lb Class A B C
10XAP	FIRE EXTINGUISHER BRACKET Mounted Left Side Driver Seat
11001	CLUTCH Omit Item (Clutch & Control)
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection
12849	BLOCK HEATER, ENGINE 120V/1000W, for Cummins ISB/B6.7/ISL/L9 Engines <u>Includes</u> : BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door
12851	PTO EFFECTS, ENGINE FRONT Less PTO Unit, Includes Adapter Plate on Engine Front Mounted
12EYZ	ENGINE, DIESEL {Cummins L9 360} EPA 2024, 360HP @ 2200 RPM, 1150 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 359 Peak HP (Max)
12THT	FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed <u>Includes</u> : FAN Nylon
12UWZ	RADIATOR Aluminum, Cross Flow, Front to Back System, 1228 SqIn, with 1167 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler <u>Includes</u> : DEAERATION SYSTEM with Surge Tank : HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps : RADIATOR HOSES Premium, Rubber
12VAG	AIR CLEANER Single Element, with Integral Snow Valve and In-Cab Control
12VKC	EMISSION, CALENDAR YEAR {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2025
12VXT	THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel

<u>Code</u>	<u>Description</u>
12VYL	ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use
12VYP	ENGINE CONTROL, REMOTE MOUNTED No Provision for Remote Mounted Engine Control
12WVH	EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Door
12WZE	CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations
12XCS	CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty
13BCS	TRANSMISSION, AUTOMATIC {Allison 3000 RDS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
13WDZ	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, S1 Performance in Primary and Fixed Programming in Secondary
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission
13WGH	TRANSMISSION DIPSTICK Relocated to Right Side of Transmission
13WLP	TRANSMISSION OIL Synthetic; 29 thru 42 Pints
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223
13WVV	NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released
13WYH	TRANSMISSION TCM LOCATION Located Inside Cab
13XAM	PTO LOCATION Dual, Customer Intends to Install PTO at Left and/or Right Side of Transmission
14899	SUSPENSION AIR CONTROL VALVE Pressure Release Control In Cab
14ARB	AXLE, REAR, SINGLE {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends . Gear Ratio: 6.14
14TBZ	SUSPENSION, REAR, AIR, SINGLE {Hendrickson PRIMAAX EX} 23,000-lb Capacity, 9.0" Ride Height, with Shock Absorbers
15924	FUEL TANK STRAPS Bright Finish Stainless Steel
15LNS	FUEL/WATER SEPARATOR {Racor 400 Series} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor, Mounted on Engine
15SWE	FUEL TANK Top Draw, Non-Polished Aluminum, 26" Dia, 70 US Gal (265L), Mounted Left Side, Under Cab
15WDG	DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab
16030	CAB Conventional, Day Cab
16564	HEATER SHUT-OFF VALVES (1) Ball Valve Type, Supply Line
16917	MOUNTING BRACKETS for Catwalk, Less Roof Catwalk
16BAM	AIR CONDITIONER with Integral Heater and Defroster
16GED	GAUGE CLUSTER Base Level; English with English Electronic Speedometer
<u>Includes</u> : GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for	

Vehicle Specifications
2025 HV507 SFA (HV507)

May 08, 2025

Code	Description
	: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure : WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)
16HGH	GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission
16HHE	GAUGE, AIR CLEANER RESTRICTION {Filter-Minder} Mounted in Instrument Panel
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster
16KZX	SEAT, DRIVER {National 2000 195} Air Suspension, High Back with Integral Headrest, Cloth, Isolator, 8" Adjuster, 1 Chamber Lumbar, 2 Position Front Cushion Adjust, 6-23 Degree Back Angle Adjust
16SJW	MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Sides, Black, Heated, 7.5" Sq.
16SMR	SEAT, PASSENGER {National} Non Suspension, High Back with Integral Headrest, Cloth, with Fixed Back, with Under Seat Storage
16SMW	GRAB HANDLE, EXTERIOR Black, Aluminum, for Cab Entry Mounted Left Side at B-Pillar
16SNT	MIRRORS (2) Aero Pedestal, Power Adjust, Heated, Turn Signals, Black Heads and Arms, 6.5" x 14" Flat Glass, Includes 6.5" x 6" Convex Mirrors, for 102" Load Width
	<u>Notes</u> : Mirror Dimensions are Rounded to the Nearest 0.5"
16VKK	CAB INTERIOR TRIM Diamond, for Day Cab
	<u>Includes</u> : CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger : DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Reading Lights; Integral to Overhead Console, Center Mounted : SUN VISOR (3) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Vanity Mirror and Toll Ticket Strap, plus 1 Auxiliary Visor (Front Only), Driver Side
16VLV	MONITOR, TIRE PRESSURE Omit
16VSL	WINDSHIELD Heated, Single Piece
16WBY	ARM REST, RIGHT, DRIVER SEAT
16WJU	WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature
16WLS	FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood
16WSK	CAB REAR SUSPENSION Air Bag Type
16XJP	INSTRUMENT PANEL Wing Panel
16XTK	ACCESS, CAB Bright Aluminum, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab or Extended Cab
16XWD	SUNSHADE, EXTERIOR Aerodynamic, Painted Roof Color, with Integral Clearance/Marker Lights
16XWY	WINDSHIELD WASHER RESERVOIR Mounted Under Cab with Remote Fill Mounted Behind Cab Drivers Side
27DUS	WHEELS, FRONT {Accuride 41730} DISC; 22.5x9.00 Rims, Extra Polish Aluminum, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs
28DWR	WHEELS, REAR {Accuride 43644} DUAL DISC; 22.5x8.25 Rims, Standard Polish Aluminum, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

Code	Description
60AKG	BDY INTG, PTO ACCOMMODATION for (3) Latched Rocker Switches, (1) PTO Switch, (2) Generic Switches to Control (3) 30 amp relays, with Programmable Interlocks, for Body Builder Hook up in the Engine Compartment Left Side, Recommended for Automatic Transmissions
7382135444	(4) TIRE, REAR 11R22.5 Load Range H HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive
7792545437	(2) TIRE, FRONT 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position

Services Section:

40128	WARRANTY Standard for HV507/HV509, HV50B, HV607/HV609 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A
1	Monroe Truck Equipment
	Floor Mats
	Detail
	Title and Fees

<u>Description</u>	(US DOLLAR)	<u>Price</u>
Net Sales Price:		\$255,363.00

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

This proposal was written using 2025 Sourcewell pricing. The final price may vary depending on production date, additional surcharges, tariffs and/or freight increases. Your representative will reach out to you if there are any additional changes.

Navistar International Sourcewell Contract #060920-NVS

This proposal (quote) is valid if chassis is produced by 12/31/25 (price does not guarantee cost of freight or surcharges). Chassis built after 12/31/25 will receive new pricing once build date has been determined. The future cost of freight, tariffs, surcharges and 2026 emission charges, are unknown currently, your Lakeside representative will communicate these new increases as soon as we are notified.

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

Authorized Signature and Date

This proposal is not binding upon the seller without Seller's Authorized Signature

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.



POPLAR GROVE BUSINESS DIRECTORY

Edition 2025





First Edition

Explore and discover all the businesses, not-for-profits, social clubs and hidden gems Poplar Grove has to offer.



CONTENTS

PAGE 1	Animal Services
PAGE 2	Automobile
PAGE 3	Beauty
PAGE 4	Child Care & Education
PAGE 5	Event Services
PAGE 6	Financial Institutions
PAGE 7	Food & Drink
PAGE 9	Government
PAGE 10.....	Health & Wellness
PAGE 11.....	Landscaping & Lawn Care
PAGE 12	Park & Recreation
PAGE 13	Places of Worship
PAGE 14	Professional Services
PAGE 15	Relaxation & Entertainment
PAGE 16	Retail & Shopping
PAGE 17	Social Clubs
PAGE 18	CodeRed Alert Information
PAGE 20	Publication Information

PUBLISHED JULY 1, 2025

Village of
Poplar Grove
Website





Animal Services

A Little R & R Animal Sanctuary

815-977-9075

A Little R&R Animal Sanctuary Inc is a small foster-based rescue providing sanctuary for forgotten, unloved, and uncared for animals. A 501(c)(3) non-profit!

Abby Pest Elimination

127 Cross Drive

815-207-9255

www.abbypesteliminationil.com

The area's leading pest control specialist serving Belvidere, Poplar Grove, Harvard, Rockford and surrounding areas. We offer guaranteed results eliminating Asian beetles, bees, wasps, spiders, ants, mice and much more. For all your pest control needs, contact ABBY Pest Elimination in Poplar Grove.

Animal Clinic of Poplar Grove

13547 Julie Drive Poplar Grove

815-765-1500

animalclinicpg.com

Veterinary services focused on providing long-term health care for your pets.

My Three Pups Pet Food Pantry

100 E. Grove Street

becausetheyalldeservetolive.godaddysites.com

This local 501(C)(3) non-profit helps pets stay in their loving homes by proving free dog and cat food to those in need. My Three Pups recently moved from the Empower Boone building in Capron to their own space in Poplar Grove to support growing demand. They distribute food weekly on Tuesdays and the first Saturday of each month, 9am - 2pm, depending on supply.



Automobile

Countryside Auto Repair

4209 Menge Ln

815-765-3996

An automotive repair facility.

J&D Countryside Marathon

13615 IL Rt 76

815-765-3729

A family-owned local gas station featuring gasoline, diesel for commercial trucks, on-site deli offering fresh soups, salads, & sandwiches, propane re-fill station, automated car wash, fish license, bait, and on-site gaming.

Mr. Quick Mobile Gas

13517 IL-76

815-765-9108

Gas station associated with Countryside Market.

SxP Automotive Acquisition Specialist

815-509-5886

Purchase of unwanted/junk cars/trucks and automotive cores.





Beauty

Ashley's Salon & Day Spa

13551 IL Rt 76

815-547-5757

ashleyssalonanddayspa.com

Locally owned salon since 1985 featuring hair cuts, styling, coloring, up-do's, pedicures, and nail services.

ATM Barbers

13549 IL Rt 76

779-302-8905

<https://atmbarbers.com/>

ATM Barbers have been creating stylish and affordable men's haircuts for years. Services include hair cuts, beard trimming, and clean shave.

Laura's Salon & Spa

13581 Julie Drive

815-261-8318

<https://www.facebook.com/lauraSalonandspa>

Laura's Salon & Spa offering haircuts, hair color, highlights, beard trim, waxing, facials, zero gravity massage chair, and tanning bed.

Here or There Beauty Care

302 W Edson Street

815-209-5078

<https://www.facebook.com/HereOrThereBeautyCare>

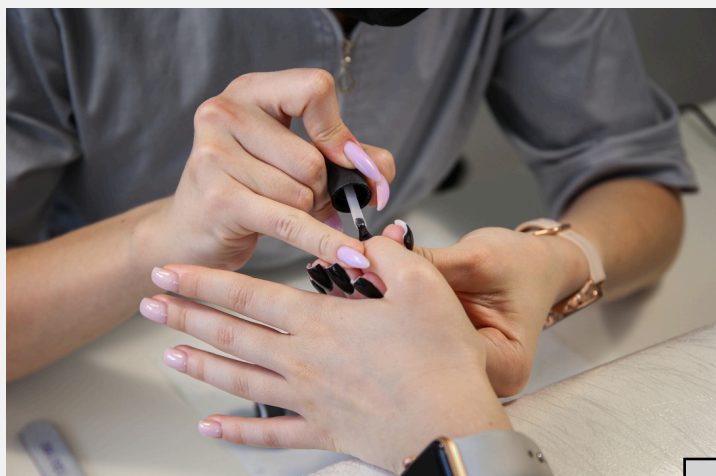
Private in-home salon featuring lashes, waxing, hair cut, coloring, and styling.

Studio 173

109 W. Main Street

815-765-9117

Beauty salon located in downtown Poplar Grove.



Child Care & Education



Belvidere School District 100

1201 5th Avenue

815-544-0301

<https://www.district100.com>

Belvidere Community Unit School District 100 serves approximately 7,400 students in the portions of Belvidere, Caledonia, Cherry Valley, Garden Prairie and Poplar Grove.

North Boone Community Unit School District 200

6248 N. Boone School Rd

815-765-3322

<https://www.nbcusd.org>

North Boone Community Unit School District 200 serves approximately 1,500 students in pre-school through high school in the villages of Caledonia, Capron and Poplar Grove as well as the northern tier of unincorporated Boone County, Illinois.

Yaya's Little Stars Daycare, LLC

310 Briarwood Drive

779-910-7933

yayaslittlestarsdaycare@gmail.com

Daycare, where every child is cherished and loved like family! They provide a warm, safe space for your little one to grow, explore, and thrive. Offering a safe, nurturing and fun environment where your child can learn, grow and play. From hands-on activities to creative adventures, every day is a new opportunity to spark curiosity and build confidence.

Event Services

North Boone District 3 Fireman's Association

305 W. Grove Street

815-708-1331

nbhallrentals@gmail.com

Rental space for up to 250 guests complete with restrooms, full kitchen, tables, and chairs.

Ortiz Entertainment

708-435-0194

<https://ortiz-entertainment.com>

Offering face painting, glitter tattoos, balloon twisting, and character appearances.

Village of Poplar Grove Community Room

200 N. Hill Street

815-765-3201

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

Offering a community gathering space for up to 60 guests seated or 125 (chairs only). On-site Prep-kitchen and restrooms.

:::Park Pavilions for Rental:::

- Lions Park
- Veteran's Park



Financial Institutions

Byron Bank

11159 Hwy Rt 76

815-323-1452

www.byronbank.com

Experience the difference of banking with a local, family-owned community bank that puts your needs first. We're big fans of serving our customers and our communities. At Byron Bank, when you ask, we help - that's the Byron Bank way!

H&R Block

13506 Julie Drive

815-765-3888

www.hrblock.com

H&R Block is a tax preparation company. The PG Branch also offers year-round business services, such as payroll processing, accounting services, and other tax filing needs.

Solutions Bank

13565 Route 76

815-765-0785

www.solutuions.bank

Our mission is to inspire and implement solutions that allow our customers to focus less on banking transactions and more on what matters most to them.



PAGE 7



Food & Drink

Arturo's Mexican Restaurant

107 W. Main Street

815-765-1144

<https://www.arturomexicanfood.com>

Arturo's Mexican Restaurant started in 2009 to share their family recipes from Guadalajara, Mexico to Poplar Grove and the surrounding cities. We are a family-owned and operated restaurant. From award-winning tacos, fajitas, and burritos to popular American dishes like burgers and chicken wings, Arturo's Mexican Restaurant is sure to please everyone's taste buds!

Boone's Bar & Slots

13535 IL Rt 76

815-765-7113

This family-owned business opened 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.

Bravo's Pizza & Italian Restaurant

13561 Julie Drive

815-765-9300

<https://bravopizzapoplargrove.com>

Serves Italian cuisine as well as gourmet burgers, pasta, and a fine selection of beer and cocktails.

Countryside Liquor & Beer

13525 IL Rt 76

815-765-0746

We are community liquor store dedicated to serve our community.

Get-A-Keys Acres Farm Direct Beef

6788 Manchester Rd.

815-737-3602

www.facebook.com/GetAKeyAcres

Sells locally grown hormone free beef, we do not implant nor feed fermented grain. Now fed all non-GMO corn. Available all year round. Selling 1/4, 1/2 and whole steers. Call for more details.

HydeOut Bar

13502 Julie Drive

815-765-7061

www.facebook.com/hydeoutbargrill

This locally owned establishment offers a relaxed bar and grill serving small plates and quick bites alongside cocktails and beer. Live music and outside patio.

CONTINUED ON PAGE 8

Mortimer's Road House

105 W. Grove Street

815-765-0082

A friendly neighborhood bar and grill! Drink specials and a full menu including the best fish fry around! Dart leagues, sand volleyball, live music, car shows, and more.

Item 7.

Moscato's Pizza

101 S. State Street

815-765-9500

<https://www.moscatospizza.net>

Home of the beast pizza! At Moscato's we serve delicious, authentic Italian cuisine, hearty sandwiches and pizza that will leave you wanting more. We specialize in traditional baked goods, so leave room for dessert! Carry out & Delivery.

**Oak Lane Winery**

8428 Blaine Rd.

815-985-1997

<https://www.facebook.com/oaklanewine>

A small personalized boutique winery offering semi sweet wines since 2013, made with fruit harvested from our 40 acre farm. Each batch is a limited production, and hand-crafted.

Pacemaker Countryside Market

13517 IL Rt 76

815-765-9108

<https://countrysidemarkets.com>

A family owned, full-service grocery store with deli, bakery, meat, produce and grocery departments. All stores have beer and liquor departments as well. All stores also sell lottery tickets.

Panda Garden

13522 Julie Drive

815-765-1060

<https://www.pandagardenillinois.com>

Fast food spot for familiar Mandarin fare, including vegetarian options, and a drive-thru.

Poplar Grind

104 W. Main Street

815-519-0651

Casual coffee shop featuring breakfast, lunch, and desserts. All items are homemade, fresh. Grab a coffee, cold brew, tea, apple cider or hot chocolate.

Subway

13520 Julie Drive

815-765-1938

This locally owned casual counter-serve franchise store offers build-your-own sandwiches & salads, with health-conscious options.

Trogg's Hollow

11577 Poplar Grove Rd.

872-222-5584

TroggsHollow.com

A family-owned and run farm located in Elgin and Poplar Grove. Whose goal is to grow good food naturally and to live and farm as sustainably as possible.



Government

Village of Poplar Grove

200 N. Hill Street

815-765-3201

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

City government office in Poplar Grove, Illinois for those who reside within the Village Limits; handling water and sewer billing, building permits, board meetings, administrative municipal tasks, and has a community room available for rent to residents and organizations.

US Post Office, Poplar Grove

105 E Britnie Dr.

815-765-1572

Hours: M-F 10:30am - 1:30pm & 2:00pm - 5:00pm

Sat. 9:00am - 1:00pm / Sun. Closed

North Boone District #3 Fire & EMS

305 W. Grove Street

815-765-3366

The goal and mission of the department has been to serve and protect the communities of Northern Boone County. The Fire District currently protects an approximate 65 square mile area that consists of approximately 12,000 people.

Boone County Sheriff's Department

615 N. Main St.

Belvidere, IL 61008

815-544-9322

The Boone County Sheriff's Office is housed in Public Safety Building in Belvidere.

Boone County Animal Services

4546 Squaw Prairie Rd

815-547-7774

A municipal animal shelter and adoption center, and animal welfare enforcement.

Boone County Government Services

1212 Logan Avenue

Tax Assessment Office - 815-544-2958

Clerk's Office - 815-544-3103

Treasurer's Office - 815-544-2666

State Representative Joe Sosnowski

69th District

1700 Hutchins Rd. Unit B

Machesney Park, IL 61115

815-547-3436

<https://joesosnowski.org>

Senator 35th District, Dave Syverson

527 Colman Center Dr.

Cherry Valley, IL 61108

815-987-7555

<https://senatordavesyverson.com>

Health & Wellness



Generations Dental

13510 Julie Drive

815-765-9900

www.facebook.com/AnytimeFitnessPoplarGroveIL

Dr. Tartaglia and his team are equipped to address even the most complex dental problems all under one roof. At our practice, we prioritize your convenience by providing comprehensive care in a single, convenient location in Poplar Grove, IL. You can trust us to save you valuable time and money by eliminating the need for referrals and ensuring that all your dental needs are met in one place.

OSF Medical Group

13539 IL - Rt 76

815-765-0147

<https://www2.osfhealthcare.org/locations/osf-medical-group-primary-care-poplar-grove-124929>

Medical facility specializing in family medicine.

Snyder's Pharmacy

13521 IL - Rt 76

815-765-1300

<https://snyder-pharmacy.com>

Locally owned and operated pharmacy for over 97 years, providing guidance and convenience a pharmacy can offer.

Anytime Fitness

13514 Julie Drive

815-765-9393

www.facebook.com/AnytimeFitnessPoplarGroveIL/

Fitness center offering 24/7 access, personal training, and group workouts.

Bravehearts

4950 IL - Rt 173

815-765-2113

<https://braveheartsridding.org>

Offers equine (horse) therapeutic riding, hippotherapy, and carriage driving programs for individuals with various disabilities and their families starting at 4 years of age. Also offers traditional speech-language pathology, occupational therapy, and physical therapy services at the Poplar Grove site.

CORA Physical Therapy

13526 Julie Drive

815-765-1155

Provides state-of-the-art treatments with licensed clinicians laser-focused on superior outcomes, and passionate about personal care. The highly trained staff includes doctors of physical therapy who specialize in outpatient orthopedic, sports and industrial rehabilitation, work comp treatment, and more.



Landscaping & Lawn Care

Branching Out, Inc Garden Center

6538 IL Route 173

815-765-9800

www.branchingoutlandscaping.com

Branching Out Landscape was established in 1999 as a dream inside a pickup truck. Now that dream has grown and we are turning over a new leaf. With every season comes change and in this season of our lives, we look forward to serving you as a Garden Center. Open Spring & Fall.

RC Lawns

310 Constitution Drive SW

608-449-8244

Providing lawn care, landscaping, and grading services.

Summer's Turf, LLC

815-601-6778

Specializing in Fertilization, Weed Control, Grub Control, and Core-Aeration

Custom K Lawn Care, LLC

608-814-0263

<https://customklawncare.com>

CK Lawn and Landscape provides affordable mowing, edging, aeration, mulch, rock and Spring/Fall Cleanups

Premier's Landscaping Store

10432 McKinley Avenue

815-544-0698

Rock, boulders, basins, and bubbling boulder pre drilled rock fountains.

PAGE 11



Parks & Recreation

Village of Poplar Grove Community Parks

- Bel-Air Park - intersection of Waco Way and Beech Bay Road
- Lions Park - 229 Summit
- Mansfield Park - 200 Block of a Saratoga Lane
- Poplar Grove Dog Park - 200 N. Hill Street, across from Village Hall
- Sherman Oaks Park - 100 Block of Sherman Lane
- Veteran's Memorial Park & Pavilion - corner of West Main Street and State Street
- West Grove Park - Corner of Ashwin and Chandan



North Boone Youth Baseball and North Boone Fastpitch Softball

PO Box 305

<https://bit.ly/NorthBooneYouthBaseballSoftball>

Poplar Grove's and surrounding areas recreational baseball, softball, and instructional league. Provided by the Poplar Grove Lions Club and Capron Lions Club.

North Boone Youth Cheer

nbyscheerleading@gmail.com

Thunder Youth Competition Cheer

815-520-1217

<https://www.tycompcheer.com>

Thunder Youth Competition Cheer (TYCC) is a local 100% Nonprofit organization focused on the sport of recreational competition cheer. Serving Boone County and the surrounding areas for ages 2nd through 8th grade.



Belvidere Park District

1006 West Lincoln Avenue

Belvidere, IL 61008

815-547-5711

www.belviderepark.org

Provides a variety of classes and programs, including before and after school care, to Belvidere residents and those in the surrounding area.

Boone County Conservation District

603 N Appleton Rd

Belvidere IL 61008

815-547-7935

<https://www.bccdil.org>

We manage 4200 acres in more 30 conservation areas consisting of prairies, woodlands and wetlands.

Trails in POPLAR GROVE:::

- Edward's Park and Conservation Area - 15339 Rt. 76
- Long Prairie Trail - Bike Trail & Walking Path
- Tuttle Clarkson Natural Area - 7300 Rt. 173

Places of Worship

PG United Methodist Church

105 E. Grove Street

815-765-2001

<https://www.pgumc.us>

Long standing Methodist Church dating back to the 1830's. Providing weekly services, bible studies, and a youth program.

The Grove Fellowship

4210 Countryside Estates Drive

815-596-0271

www.thegrove.me

Contemporary Christian Church where connection and community thrive! Discover the joy of living a life that honors God while engaging in our vibrant ministries for children, youth, men, and women. Join us for fun, fellowship, and growth!



Professional Services



AC's Best Heating & Cooling

779-770-2224

Atkins Electric

815-323-4070

www.atkinselectric.co

From commercial lighting and wiring to full-service work on your new residential build, our skilled team is here for all of your electric needs.

Ck Renovations

114 Minarette Dr. SW

608-814-0263

Specializing in decks, bathrooms, kitchens, etc.

Danndi Storage

13511 Harvest Way

815-765-0904

Farley Properties

815-341-6999

Small and large business suites for lease in Poplar Grove.

Integrity Cleaning

815-222-1278

www.integritycleaning.us

Offering residential and commercial cleaning, weekly, bi-weekly, monthly cleaning available. All natural ingredients. No Contracts.

Midwest Plumbing Inc

815-765-9039

Next Phase Builders, LLC

815-209-1413

<https://nextphasebuild.com>

Local construction company specializing in kitchen, bathrooms, basements, and additions.

Poplar Grove Laundromat

13532 Julie Drive

779-210-9073

Located in the Countryside Square off Route 173. Nice laundromat.

Poplar Grove Mini Storage

779-770-2224

<https://poplargroveministorage.com>

Indoor storage rentals ranging from 10x10 to 10x50. Outdoor storage spaces for RV's, Boats, or trailers.

Ted's Carpet Cleaning Plus

815-222-2096

<https://tedscarpetcleaningplus.godaddysites.com>

Providing professional carpet cleaning services to keep your home healthy and happy.

Zee's Appliance Repair

779-910-7932

<https://zeesappliancerepair.com>

ZEE'S Appliance Repair are your trusted experts when it comes to modern residential appliance repair. We specialize in repairing kitchen and laundry room equipment, proudly servicing most major brands including Samsung and LG.



Relaxation & Entertainment

Boone Lake Campground

3941 Dawson Lake Road

815-355-2688

Offers camping, fishing, trap shooting, a rifle range, and family fun on a scenic 12-acre lake.

Edwards Apple Orchard

7061 Centerville Rd

815-765-2234

<https://edwardsorchard.farm/>

A family-owned apple orchard in Poplar Grove, Illinois where guests can enjoy crisp apples, apple cider donuts, and freshly-pressed apple cider. Aug. to Nov.

Lucky Dawg Slots

13551 Julie Drive

815-765-2001

We are a Gaming Parlor/Bar with plenty of room, friendly service and updated poker machines. Enjoy ice cold beverages and The Best Vienna Beef Hotdogs in Northern Illinois, in a relaxing atmosphere.

Grove Gaming

100 E Grove Street

608-346-2999

<https://www.facebook.com/thegrovegaming>

Grove Gaming is a casual gaming lounge. We have the newest games around! Come and play!

Poplar Grove Airport

11619 IL-76

815-544-2300

www.poplargroveairmotive.com

We are a privately owned open to the public airport (C77). Comprises an flight school, automotive airplane engine repair, and residential fly-in community.

Timber Point Golf Course

5750 Woodstock Road

815-544-1935

<https://www.golfthepointe.com>

Our expertly conditioned 18 Hole Championship Golf Course challenges golfers of all skill levels, offering fun, exciting, and very affordable golf for players of all abilities.

Savannah Oaks Golf Course

13400 Hwy 76

815-339-0500

<https://candlewicklake.org/web/pages/savannah-oaks-golf-club>

This 9-hole, par 35 golf course offers fun and challenges for golfers of all skill levels.

Vintage Wings & Wheels Museum

5151 Orth Road A-1

815-547-3115

<https://www.wingsandwheelsmuseum.org>

Dedicated to transportation history spanning between the years of 1903 – 1957, our museum is located on the Poplar Grove Airport (C77) in northern IL.

Retail & Shopping

Item 7.

Nature's Best Christmas Trees & Honey

13001 IL-76

815-505-3377

naturesbesttrees.com

Choosing your family's Christmas tree at Nature's Best is a cherished tradition for many. With over 30 years of experience, we take pride in offering the finest trees, grown with the care and expertise that only seasoned tree farmers can provide. Each tree is nurtured with diligence, ensuring they meet the highest standards of quality and beauty. Seasonal Hours. Cash only.

Route 76 Tobacco & Vape

13553 Julie Drive

815-981-5853

Find tobacco, vapes, glass pipes, cigars, bongos, cigarettes, hookahs, shisha, lighters, papers, and wraps.

Willow Barn Company

17293 Poplar Grove Rd

779-770-7373

A seasonal and occasional barn store that features old finds and new finds. Handcrafts and unique items by local artisans and seekers.



PAGE 17



Social Clubs

Boys Scouts of America Cub Scout Pack 126

<http://scoutlander.com/publicsite/unithome.aspx?UID=41387>

During the school year we have weekly meetings on Sundays at 6:00 or Tuesday nights at 6:30 on days school is in session (the day depends on your child's den). The second Tuesday of the month all dens meet as a Pack for public recognition and a fun activity.

Lions Club of Poplar Grove

PO Box 305

<https://www.facebook.com/Lionsclubpg>

All volunteer service organization focused Poplar Grove.



CodeRED FAQs

What is CodeRED and what is it used for?

CodeRED® is an emergency notification system that enables local public safety personnel to notify residents and businesses by telephone, text message, email and more of time-sensitive information, emergencies or urgent alerts. The system can reach hundreds of thousands of individuals in minutes to ensure information such as evacuation notices, missing persons, inclement weather advisories and more are quickly shared. Only authorized officials have access to send alerts using the CodeRED system.

When will CodeRED be used?

Any message regarding the safety of our residents and community will be disseminated using CodeRED. We will send out alerts via phone, text and email in a variety of situations including boil water notices, gas leaks, evacuation notices, police activity, fire emergencies, missing persons and more. This is a community alert system to ensure you remain informed of important information. Please keep in mind that as you register to receive CodeRED, you have the ability to select your preferred means of communication.

Is there a cost to register for CodeRED?

No, registering for CodeRED phone calls, text messages, and email is free. Simply sign up on our enrollment website and select your preferred means of communication.

How will I know when CodeRED is calling?

A CodeRED message will have the caller ID **206-536-3695**. We suggest that you program these numbers into your cell phone as a "new contact" and use "CodeRED" as the contact name. If you need to replay the message received, you can dial this number and listen to the message again in its entirety.

Why is CodeRED important to me?

CodeRED helps keep you informed and prepared for any emergencies that may occur in our area. Officials will send messages to alert you of emergency details, instructions or precautions that you need in order to make well-informed decisions and remain safe. This system is precise enough to geotarget residents within an exact area of impact, so that only those people who are affected by an emergency situation are notified.

How do I sign up?

Visit our website and create your profile to enter the required information online (address, name, phone number(s) and email). This is the quickest way to sign up because the information you supply is immediately registered in the system. If you do not have internet at home, please consider visiting a library or asking a friend or family member for assistance.

Does CodeRED already have my telephone number?

No resident should assume that their information is in the system. Please visit our website and look for the link for the CodeRED Enrollment page to register online.

Can I register more than one phone number or email for my address?

Yes, you can register more than one phone number and/or email address for your location when you register for CodeRED. Please note that it is highly recommended you register at least one phone number and one email address to ensure that you will receive CodeRED alerts in the event of a power outage or an incident that may occur late at night when you are generally asleep.

What do I do if I receive a CodeRED alert?

If you receive a CodeRED phone call, listen carefully to the entire message. You can repeat the message by pressing 0. Do not call 911 for further information unless directed to do so, or you need immediate aid from the police or fire department. If you receive a CodeRED email or text message, please be sure to read the entire message carefully and follow all instructions.

What if I miss a CodeRED phone call?

The CodeRED system will leave a message on your answering machine or voicemail if you miss the phone call. If you do not have an answering machine, the system will consider the call as "incomplete" and will attempt to call again after several minutes have passed. If your phone line is busy, CodeRED will try two more times to connect. At any point, you may re-dial the 800 number on your caller ID to hear a replay of the message sent.

Do I ever need to renew my registration?

Renewals are not necessary as long as your contact information has not changed. If you move, however, you must update your information to ensure you will continue receiving these valuable alerts.

Is there a mobile app?

CodeRED offers a mobile app for Apple and Android devices. All residents and business owners are encouraged to download the free app to receive alerts based on the geo-location of your phone. As you travel throughout other CodeRED communities, you can receive important alerts that include community, emergency and severe weather information.

To download the CodeRED app, visit the App Store or Google Play.



To sign up for CodeRED visit the Community Notification Enrollment website:

<https://accountportal.onsolve.net/poplargroveil>

Register on your Smartphone:

Text POPLARGROVE to 24639

Contact Information:

Village Hall - (815) 765-3201

Scan the QR Code below to enroll



Publication Info

WOULD YOU LIKE TO PARTICIPATE IN THIS DIRECTORY?

Business or Organization Requirements:

- Business, organization, or social club must reside within the 61065 zip code
- Must be registered with the State of IL and/or have Federal Tax Identification Number

If you are the owner/representative of a local business, non-profit organization, or social club and would like to participate please email krichardson@villageofpoplargrove.com the following information.

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

Editor: Village of Poplar Grove Community Communications Committee

PAGE 20





Village of Poplar Grove – Board Meeting Memo

Karri Miller
Village Clerk Office

May 31, 2025

RE: Changes to the Liquor Ordinance

1. Background:

The Village of Poplar Grove's current liquor license ordinance was comprehensively updated in 2019, with subsequent minor revisions implemented in 2020, 2021, and 2023. The ordinance currently regulates the issuance of various license classes, including Class A, B, C, F, G, and BB. Of the seven Class A licenses authorized by the ordinance, five are presently issued and in active use.

To qualify for a Class A license, businesses must meet specific operational criteria, including the installation of a commercial kitchen with a hood exhaust system and an ANSEL fire suppression system. However, the ordinance lacks provisions addressing changes in business ownership or transfers of interest, such as shareholder exchanges. This gap can create uncertainty when a business undergoes structural or ownership changes but intends to maintain operations under an existing license.

Additionally, the ordinance imposes a strict cap on the number of licenses available for each class. While intended to manage availability, these limits have previously resulted in delays and complications for new businesses seeking licensure when no licenses were available within their desired class.

Another area of concern is the absence of any proration policy for new applicants. All liquor licenses in the Village are valid from July 1 through June 30 of each fiscal year. Businesses applying mid-year—for example, in January—are still required to pay the full annual fee upon issuance and then again at the renewal period in May. This lack of proration creates a financial burden and potential deterrent for new business development in the Village.

2. Current Status:

The Village currently has five of the seven authorized Class A liquor licenses issued. One business has expressed interest in obtaining a Class A license but does not meet the current ordinance requirements, which mandate a full kitchen equipped with a hood exhaust system and an ANSEL fire suppression system. This scenario highlights the limitations of the existing ordinance in accommodating diverse business models, such as lounge-type bars that may not require full kitchen facilities.

3. Fiscal Impact:

The primary financial impact associated with these recommended changes is the cost for the Village Attorney to review and draft the revised ordinance language. No additional staffing or resources are anticipated at this time.

4. Legal Review (if applicable):

Legal will draft the ordinance changes if board agrees with staff.

5. Recommendation:

Revise Class A License Requirements:

Amend the ordinance to allow Class A licenses to be issued based on square footage, specifically to establishments with a minimum of 1,500 square feet of public space. This change would accommodate lounge-style bars or similar establishments that may not require full kitchen equipment but are otherwise suitable for a full-service liquor license.

Add Proration Clause for New Licensees:

Introduce a proration policy for new liquor licenses issued mid-license year. This would allow businesses that begin operations partway through the license term (July 1 – June 30) to pay a reduced fee based on the number of months remaining in the license period. This change would reduce financial barriers and support new business development in the Village.

Include Language for Ownership and Shareholder Changes:

Add provisions to the ordinance to address changes in business ownership or transfers of stock in licensed entities. The revised ordinance should require timely notification to the Village and may include requirements for board review and approval to ensure continuity and regulatory compliance.

Remove License Quantity Limits by Class:

Eliminate the fixed cap on the number of licenses allowed for each class (A, B, C, F, G, BB). Removing these limits will reduce delays and allow the Village to respond more efficiently to business interest and economic development opportunities. This adjustment aligns with the Village of Poplar Grove's goal of being a business-friendly community that supports growth and investment.

6. Supporting Documents (if applicable):

- ☐ Attached
- ☐ Not Applicable

Code -
TITLE II - BUSINESS AND LICENSE REGULATIONS
CHAPTER 2. LIQUOR CONTROL

CHAPTER 2. LIQUOR CONTROL

2-2-1. LOCAL LIQUOR CONTROL COMMISSIONER.

The President of the Board of Trustees or his or her designee in the absence of the Village President shall be the Liquor Control Commissioner who shall be charged with the administration of the provisions of this chapter in accordance with Section 5/4-2 of the Liquor Control Act of 1934.

(Ord. 270, 6-5-1979; Ord. No. 2019-02, § 1, 1-16-2019)

2-2-2. LICENSE REQUIRED.

The Liquor Control Commissioner, with the advice and consent of the village board of trustees, shall grant, within the limits of the village, licenses to such persons as can qualify and desire same, to sell alcoholic liquors in accordance with this chapter.

Notwithstanding the foregoing, a class E license may be issued by the Village Clerk (or his/her authorized designee) and the Liquor Control Commissioner (or his/her authorized designee), to the applicant prior to formal approval by the Village Board provided that: 1) the applicant has complied with all applicable provisions of this Title 2, Chapter 2 of the Village Code of Ordinances for the issuance of a liquor license, including, but not limited to, payment of all fees, proof of BASSET training and proof of insurance, and 2) the Liquor Control Commissioner, or his/her authorized designee, approves of the issuance of said class E license. The issuance of said class E liquor license shall be formally approved/ratified by the Village Board at the next available Village Board meeting.

(Ord. 270, 6-5-1979; Amd. 1984 Code; Amd. Ord. 2015-15, 11-9-2015; Ord. No. 19-42, § 2, 11-20-2019)

2-2-3. APPLICATION FOR LICENSE; RESIDENCY REQUIREMENT.

Applications for licenses shall be made to the Village Clerk on such forms as may be furnished from time to time. Such applications, as well as residency and other licensing requirements, shall conform to the requisites set forth in 235 Illinois Compiled Statutes 5/6-1 and 5/7-1. A complete application shall consist of: (1) application form filled out in its entirety and signed by the applicant; (2) a copy of the applicant's dramshop insurance naming the Village as certificate holder and an additional insured; (3) Proof of Basset training for each employee that will be serving alcoholic beverages and (4) the appropriate fee for class(es) of license applied for. An initial one-time application fee of \$100.00 applies to all liquor licenses. No application fee shall be due on any renewal application. This fee is in addition to, and not in place of, any license renewal fees that may apply on an annual basis in accordance with section 2-2-4 herein. The Village Clerk shall mail all renewal applications to licensees no later than April 15 each year. Any application for renewal of a liquor license shall be submitted to the Village Clerk no later than June 1 each calendar year. In the event that a license holder fails to submit a renewal application by June 1, the fee for each class of license shall increase by 50 percent. All initial applications and any renewal application seeking to add additional license classifications shall be approved by the Village Board of Trustees. All renewal applications can be approved administratively by the Village Clerk unless the current license holder is seeking to add additional license classifications not already approved by the Village Board of Trustees.

(Ord. 270, 6-5-1979; Amd. 1984 Code; Ord. 758, 11-9-2009; Amd. Ord. 2013-004, 4-8-2013; Ord. No. 2019-02, § 1, 1-16-2019)

2-2-3-1. Delivery of alcoholic liquors to a home by a retailer or third-party facilitator.

1. Home delivery of alcoholic liquors by a retailer or a retailer via a mobile application order shall be permitted under the following conditions:
 1. The alcoholic liquors are delivered by the retailer's employee.
 2. The retailer or its employee who delivers the alcoholic liquors verifies that the individual accepting the delivery is at least 21 years of age.
 3. If the retailer or its employee intends to serve the alcoholic liquors to the consumer, the retailer or its employee providing the service has completed the responsible alcohol service serve training (235 ILCS 5/6-27.1).
2. All businesses permitting home delivery of alcoholic liquors via a mobile application order shall apply for a Class K liquor license. To be eligible for a Class K license, the licensee must also have a Class K license.
3. Any business utilizing home delivery of alcoholic liquors must provide the alcohol in a sealed container, that is tamper-proof or tamper-evident, which must contain the following information:
 - i. The cocktail or mixed drink ingredients, type and name of the alcohol;
 - ii. The name, license number and address of the retail licensee that filled the original container and sold the product;
 - iii. The volume of the cocktail or mixed drink in the sealed container; and
 - iv. The sealed contained was filled less than 7 days before the date of the sale.
4. The employee transferring the cocktail or mixed drink shall hold a valid server certificate by a certified Beverage Alcohol Sellers and Servers Education and Training (BASSET) trainer and be 21 years of age or older.
5. The container a container of a mixed drink or cocktail shall be transported in the passenger area of a vehicle.
6. The fee for such license shall be \$50.00.
7. The holder of such Class K license shall authorize the holder to facilitate the delivery of alcoholic liquors to a home which is lawful and fully in compliance with all rules, regulations, statutes of the state and the city.

(Ord. No. 2021-34, § 1, 12-15-2021)

2-2-4. LICENSE CLASSIFICATIONS, FEES, NUMBER ISSUED.

- A. Classes. Licenses to sell alcoholic beverages shall be and is hereby divided into the following classes:

Class A. A class A license shall authorize the retail sale of alcoholic liquor for consumption on the premises as well as retail sale of alcoholic liquor in packages or bottles not for consumption on the premises, each day of the week except Sunday. A class A license holder shall have a fully-operational kitchen, including but not limited to, the following equipment: hood exhaust system and ANSEL system, on premises where alcoholic liquor is consumed on premises. Such license may also permit such sales in packages or bottles on the premises, immediately adjacent to those licensed premises where alcoholic liquor is consumed, when such premises are operated under the same name, same ownership, and within the same common building, each day of the week except Sundays. The fee for a class A license shall be \$900.00 per year.

Class B. A class B license shall be for retail sale of alcoholic liquor, for sale only in packages or bottles, and not for consumption on the premises, each day of the week except Sunday. Such license may permit distribution of free samples to customers for consumption on premises. The fee for a class B license shall be \$500.00.

Class C. A class C license shall be for the retail sale of alcoholic spirits containing less than 12 percent alcohol by volume only for consumption on the premises, each day of the week except Sunday. The fee for a class C license shall be \$700.00.

Class D. A class D license shall permit the retail sale of alcoholic liquor on Sunday and shall require a prospective licensee to acquire a class A,B,C, F and G license with an additional fee of \$100.00.

Class E. A class E license shall authorize the retail sale of alcoholic beverages on a one day basis only. This license shall be renewable for up to three consecutive days by the same license holder upon application being made to the Village Clerk. The hours of sale for a class E license shall be 11:00 a.m. to 11:00 p.m. The fee for a class E license shall be \$100.00 per day. No application of a class E license shall be granted more than four licenses for the year beginning July 1 of the current calendar year through June 30 of the next calendar year. Any not-for-profit organization may request a waiver of the license fee for the Board of Trustees of the Village of Poplar Grove at the time of their application. Any not-for-profit seeking said waiver shall be a registered 501(c) organization with the Internal Revenue Service.

Class F. A Class F license shall authorize the consumption of beer, wine or other alcoholic liquor containing less than 12 percent alcohol by volume which has been brought onto the premises of a business operating as a public accommodation as defined in section 11-42-10.1 of the Illinois Municipal Code by a patron or patrons for their personal consumption while being served a meal in said establishment. The license holder is only allowed to provide glasses, ice and an ice holder for the patrons. The license holder, its agents, and/or its employees may open, but shall be prohibited from serving, pouring, and/or storing any alcoholic liquor for its patrons. It shall be unlawful for the license holder, its agents and/or its employees to permit any patron to leave the licensed premises with open alcoholic liquor, and the license holder shall require that patrons who leave with such of their own alcoholic liquor that has not been consumed to do so only in sealed or unopened containers in compliance with Illinois law. No consumption of alcoholic liquor shall be permitted on the premises unless it is served as a complement to the sale of food. The annual fee for a Class F license shall be \$150.00.

Class G. A Class G license shall authorize the retail sale and consumption on the premises as well as the adjacent golf course specified in the application of alcoholic beverages for consumption on the premises as well as the retail sale of such beverages, and where the bar area is contiguous with the rest of the premises and golf course. The annual fee for a Class G license shall be \$900.00.

Class H. Any holder of a Class A, C or G license may apply for a Class H license to cater an event and operate on any public or private property authorized by the Liquor Commissioner. The annual fee for a Class H license shall be \$250.00.

Class I. Any person or entity having a valid state and local liquor license (issued by a municipality other than the Village of Poplar Grove) in connection with the operation of a restaurant, club, package liquor store, or tavern may obtain a Class I license by paying an annual fee of \$350.00. Such license shall authorize the licensee to operate catering services on public or private property as authorized by the Liquor Commissioner. A Class I license may not be used more than five days in any year, with a year being defined as July 1 through June 30. If a Class I licensee wishes to use said license more than five nonconsecutive days per year, the licensee can purchase additional days at a cost of \$100.00 per day. An applicant of a Class I license shall apply for said license through the Village Clerk at least 30 days prior to the first date of use. Failure to apply within said timeframe shall result in an automatic denial of the applicant's application. Any application denied for failure to file timely may be re-filed without prejudice in accordance with the rules of a Class I license.

Class J. Class J licenses shall authorize the sale of alcoholic beverage in a beer garden attached to the premises of the holder of a Class A license. Licenses shall be subject to the following conditions and restrictions, in addition, but not limited to those conditions and restrictions required as part of the village of Poplar Grove zoning application process contained in title 8, zoning of the Village of Poplar Grove Code of Ordinances:

1. Any open unroofed area in which alcoholic beverages are served or consumed pursuant to this license shall conform to the following:

- a. The open unroofed area shall be particularly described and adjacent to and operated as a part of the premises licensed to sell alcoholic liquor on the premises and shall have obtained all permits or approvals required by the ordinances of the village code, village or other governmental authority.
- b. The open unroofed area shall be no greater than one-half the other floor space of the licensed premises.
- c. The open unroofed area shall have a maximum capacity as defined by the fire inspector which shall be separately posted at the entrance to the open unroofed area.
- d. Any part of the open unroofed area not blocked by a building shall be surrounded by a fence or other barrier approved by the liquor commissioner which shall contain the required number of fire exits. All fences or other barriers shall comply with the ordinances of the village regarding vision, clearance and required distances from corners.
- e. All electrical wiring shall comply with the codes of the village.
- f. All combustible rubbish shall be stored in a noncombustible container, and the license holder shall be responsible for keeping the area in a clean and sightly condition.
- g. The noise emanating from any open unroofed area where alcoholic beverages are served pursuant to this license shall not violate any of the provisions of the village code of ordinances pertaining to noise.
- h. The license holder shall be responsible for preventing violations of this chapter.
- i. No open unroofed area where alcoholic beverages are served pursuant to this license shall be permitted within 100 feet of land zoned for residential purposes.

The annual fee for a Class J license shall be \$100.00.

Class K license. A Class K license shall authorize the home delivery of retail sales of alcoholic liquors sold by a retailer or a retailer via a mobile application order.

- B. The total number of licenses per class to issue hereunder is as follows:

Class A - 7

Class B - 5

Class C - 4

Class D - No limit

Class E - No limit

Class F - 1

Class G - 2

Class H - No limit

Class I - No limit

Class J - No limit

- C. Denial of Request. The liquor commissioner, in the interest of the public health and safety, may deny the request. The liquor commissioner is specifically granted the authority to issue an order directing the licensee to cease operation after the special event has commenced, if, in the liquor commissioner's opinion, the event is jeopardizing the health and safety of the community.

- D. Violation; Revocation. Such authorization is subject to all applicable ordinances, regulations, and statutes and if the licensee violates any ordinance, regulation or statute, the Liquor Commissioner may revoke the endorsement or the license as provided by ordinance and statute.
- E. Class "BB" (Bar-Boutique Gaming) Licenses. Class "BB" shall authorize the retail sale of alcoholic liquor on the premises specified for consumption on the premises only, provided the licensed premises also has, locates, maintains and lawfully operates Video Gaming Terminals (as defined under the Illinois Video Gaming Act, ILCS Ch. 230, Act 40, §§ 1 et seq.) within the Class "BB" licensed establishment. The annual fee for such license shall be \$5,000.00. The maximum number of Class "BB" licenses issued by the Village shall be two at any given time. A Class "BB" License and the holder thereof, shall be subject to the following limitations.
1. The licensed premises shall not exceed 1,500 square feet.
 2. The number of patrons on the licensed premises at any given time shall not exceed five times the number of licensed Video Gaming Terminals at the premises.
 3. Live music, DJ, karaoke, and/or juke boxes are prohibited on the licensed premises. Notwithstanding the foregoing, a music system, operated solely by the licensee, shall be permitted so long as such system is operated at such levels so as to not be heard outside of the licensed premises.
 4. Licensee shall not be permitted to have a patio or beer garden of any kind.
 5. No alcohol related signs which are visible from the outside of the licensed premises shall be permitted on the licensed premises.
 6. No games, other than the video gaming terminals as defined under the Illinois Video Gaming Act, ILCS Ch. 230, Act 40, §§ 1 et seq., shall be permitted on the licensed premises, including, but not limited to, pool tables, dartboards, and shuffle board.

(Ord. 559, 3-11-2002; Ord. 688, 3-12-2007; Ord. 721, 12-10-2007; Ord. 756, 8-10-2009; Amd. Ord. 2012-031, 10-8-2012; Amd. Ord. 2013-004, 4-8-2013; ; Amd. Ord. 2014-01, 1-13-2014; Amd. Ord. 2014-02, 1-13-2014; Ord. 2014-06, 4-14-2014; Ord. No. 2019-02, § 1, 1-16-2019; Ord. No. 2019-15, § 1, 5-15-2019; Ord. No. 2020-05, § 2, 3-18-2020; Ord. No. 2021-34, § 2, 12-15-2021; Ord. No. 2023-02, § 2, 2-8-2023)

2-2-5. HOURS OF SALE.

- A. General Hours. Except as otherwise provided in this section, no person shall sell, offer for sale or permit to be sold, including packaged alcohol, or allow anyone on the licensed premises to consume or possess for consumption, any alcoholic beverages during the following hours.
1. Between the hours of 2:00 a.m. and 6:00 a.m., Monday through Saturday.
 2. Between the hours of 2:00 a.m. and 7:00 a.m. on Sundays.
- B. New Year's Exception. On New Year's Eve of each year, a person, association, business or club licensed under this chapter may be open for business an additional hour, from 2:00 a.m. to 3:00 a.m. January 1.
- C. It shall be unlawful to keep open for business or to admit the public to any premises in or on which alcoholic beverages is sold at retail during the hours or days during which the sale of such beverages is prohibited, unless all alcoholic beverages are locked and out of sight with notice given to consumers.

(Ord. 544, 8-20-2001; Ord. 679, 8-14-2006; Amd. Ord. 2013-005, 4-8-2013; Amd. Ord. 2014-06, 4-14-2014; Amd. Ord. 2015-16, 11-9-2015; Ord. No. 2019-12, § 2, 4-17-2019)

2-2-6. PREMISES REQUIREMENTS AND RESTRICTIONS.

- A. Sanitary Conditions. All premises used for the retail sale of alcoholic beverages, or for the storage of such beverages for such sale, shall be kept in a clean and sanitary condition, and shall be kept in full compliance with the village ordinances regulating the condition of premises used for the storage or sale of food for human consumption.
- B. Outside Areas on the Premises (Beer Garden). It shall be lawful for class A Beer Garden Six and Seven Day licensees to allow consumption of alcoholic beverages on the outside areas of their premises, provided there is not a disruption of the peace and quiet of the neighborhood. If there is a disruption of peace and quiet of the neighborhood, the liquor commissioner shall have the power to revoke the licensee's license and/or fine according to Sections 2-2-8 and 2-2-9 of this chapter.
- C. View into Premises. In premises upon which the sale of alcoholic liquor for consumption upon the premises is licensed (other than as a restaurant or hotel), no screen, blind, curtain, partition, article or thing shall be permitted in the windows or upon the doors of such licensed premises nor inside such premises, which shall prevent clear view into the interior of such licensed premises from the street, road or sidewalk at all times; and no booth, screen, partition, or other obstruction nor any arrangement of lights or lighting shall be permitted in or about the interior of such premises which shall prevent a full view of the entire interior of such premises from the street, road or sidewalk, and said premises must be so located that there shall be a full view of the entire interior of such premises from the street, road or sidewalk. All rooms where liquor is sold for consumption upon the premises shall be continuously lighted during business hours by natural light or artificial white light so that all parts of the interior of the premises shall be clearly visible. In case the view into any such licensed premises required by the foregoing provisions, shall be wilfully obscured by the licensee or by him wilfully suffered to be obscured or in any manner obstructed, then such license shall be subject to revocation in the manner herein provided.
- D. Health and Safety Code. No liquor licensed premises shall be operated or occupied in violation of any building, fire, health or safety code, rule, regulation, occupancy or capacity limitation established or adopted by the village of Poplar Grove or the State of Illinois.
- E. Occupancy Standards. Maximum capacity or occupancy restrictions shall be established for each premises by the fire chief of the local fire protection district.
- F. Notice—Occupancy Standards. Any person, business or corporation maintaining or running an establishment opened to the public, operating under a Class A liquor license shall post, in a conspicuous place in public view, at or near the entrance of the establishment the total number of individuals allowed in the establishment at any one time according to the standards as set by the fire chief of the local fire protection district.
- G. Inspection. The premises used by the licensee for the retail sale of alcoholic beverages shall be open at all times to inspection by any law enforcement officer, authorized inspector or members of the village board. The failure or refusal to permit and allow such entry and inspection shall work an automatic suspension, without a hearing, of the license and the rights and privileges granted therewith to the licensee for the premises sought to be entered and inspected. Such a suspension may only be terminated by the commission after a public hearing, which must be held within ten days of such suspension, and after public notice has been given at least three days in advance. After such hearing, the suspension may be terminated, continued indefinitely or the license may be revoked.
- H. Warning to Minors. Every licensee under this chapter shall display in a prominent place a printed card in any location that he/she uses for the sale of alcoholic beverages. The card should read, or contain language similar to, the following:

"WARNING TO MINORS—You are subject to a fine under the ordinances of the Village of Poplar Grove and/or statutes of the State of Illinois, if you purchase alcoholic beverages, or misrepresent your age for the purpose of purchasing or obtaining alcoholic beverages."

- I. **Duty to Report.** Each licensee under this chapter and each of his agents and employees shall promptly report to the Boone County Sheriffs Department and the Village of Poplar Grove Liquor Commissioner any incident occurring in, on or about the licensed premises and in his or her knowledge or view relating to the commission of any crime, including any violation of this chapter, and shall truthfully and fully answer all questions and investigations of any identified police officer who makes inquiry concerning any persons in or about the licensed premises and any events taking place in and about the licensed premises, and cooperate fully in any such investigation including the giving of any oral or written statements, and any other physical evidence in their possession or control, including but not limited to: photographs, videotape, compact disc, and digital video disc depictions of the events in question, at such reasonable times and in such reasonable locations to any police officer engaged in said investigation.
- J. **Telephone Requirement.** Each licensee shall maintain on each licensed premises not less than one telephone in operating order, which phone must be within the easy access of the bartender or other responsible person in charge of the premises at all times for the purpose of reporting to the police department incidents occurring on or about the licensed premises.
- K. **Violations.** Any one person, business or corporation or other legal entity who violates subsection H of this section shall be subject to a fine in the amount of \$100.00 for failure to post said occupancy limits or to keep count of the number of individuals in their establishment at any one time or for allowing each person to remain in the establishment over and above the occupancy limits set by the standards posted by the fire chief of North Boone Fire Protection District 3. Boone County. Illinois.
- L. **Location Restrictions.** No licenses shall be issued for the sale at retail of any alcoholic liquor within 100 feet of any church, school, hospital, home for aged or indigent persons or for veterans. This prohibition shall not apply to hotels offering restaurant service, regularly organized clubs, or to restaurants, food shops, or other places where sale of alcoholic liquors is not the principal business carried on nor to the renewal of any license for the sale at retail of alcoholic liquor on premises within 100 feet of any church or school where the church or school has been established within such 100 feet since the issuance of the original license. Additionally, this prohibition shall not apply to new licenses applied for locations which previously held a liquor license in the name of a previous licensee for which a church or school has been established within such 100 feet since the issuance of an original license for that location. In the case of a church, the distance of 100 feet shall be measured to the nearest part of any building used for worship services or educational programs and not to property boundaries.
- M. **State License Required.** Notwithstanding any other provisions of this chapter, after issuance of a license pursuant to this chapter, the continued possession of a valid state liquor license shall be an ongoing condition precedent to maintaining a village liquor license. Should a village liquor license holder, at any time, have the underlying state liquor license expire or be suspended, revoked or terminated in any manner whatsoever, the holder's village liquor license shall also be immediately suspended, in addition to any other offenses delineated herein, it shall be a violation of this chapter for any liquor license holder to fail to inform the village liquor commissioner of any suspension, revocation, termination or other adverse action taken with respect to the holder's state license.

(Ord. 270, 6-5-1979; Amd. 1984 Code; Amd. Ord. 2012-015, 4-9-2012; Amd. Ord. 2013-005, 4-8-2013; Ord. No. 2019-02, § 1, 1-16-2019)

2-2-7. PROHIBITED ACTS OR CONDITIONS.

- A. **Employees.**

-
1. No person who has been issued a retail liquor dealer's license shall employ any of the following persons on his premises.
 - a. Any person who has been convicted of a felony or released from the conviction of a felony whichever is last within the last ten years.
 - b. Any person afflicted with, or who is a carrier of, any contagious or infectious disease except to the extent that denial of employment on such ground would be a violation of federal or state law.
 - c. Any person employed to serve alcoholic beverages who is not 21 years of age, except for sale of packaged goods or allowed under Section 2-2-7A2.
 2. It shall be unlawful to employ in any premises used for the retail sale of alcoholic beverages any person under the age of 21 for the purposes attending bar, serving alcoholic beverages, or selling alcoholic beverages as packaged goods, unless such sale of alcoholic beverages is incidental to the sale of food for consumption on the premises. In premises where the sale of alcoholic beverages is incidental to the sale of food for consumption on the premises, no licensee shall employ any person under the age of 21 after 9:00 p.m. or upon the close of food sales, whichever is later.
- B. Customers.
1. Intoxicated Person. No licensee shall permit an intoxicated person to enter into or allow to remain upon the licensed or accessory premises.
 2. Disorderly or Dangerous Persons. No licensee shall permit any person to enter into or remain upon the licensed or accessory premises who is engaged in conduct which, under the circumstances, constitutes, creates or which would tend to create a breach of the peace or any person that commits or attempts to commit battery, assault, indecent exposure, criminal damage to property, or other violation of federal, state or local law, upon the licensed or accessory premises.
 3. Dancing. No licensee shall permit dancing upon the licensed premises except in an area specifically designated for dancing only or upon a stage.
 4. Violation of Laws:
 - a. No licensee shall permit or allow the violation of village ordinance, state statute or federal law upon the licensed or accessory premises by any person.
 - b. No licensee shall violate any village ordinance, state statute or federal law upon the licensed or accessory premises.
 5. Nudity. No licensee shall permit any person, while on the licensed or accessory premises and public view, to:
 - a. Expose his or her genitals, pubic hair, buttocks, anus, or anal cleft;
 - b. Employ any device or covering which is intended to give the appearance of or simulate his or her genitals, pubic hair, buttocks, anus, or anal cleft;
 - c. Appear without a fully opaque covering of his or her genitals, pubic hair, buttocks, anus, or anal cleft;
 - d. No licensee shall permit any female person, while on the licensed or accessory premises and in public view, to expose that area of the human breast below the top of the areola; or employ any device or covering which is intended to give the appearance of or simulate that area of the human breast below the top of the areola; or appear without a fully opaque covering of that area of the human breast below the top of the areola.

6. **Persons Prohibited.** No licensee shall permit any known prostitutes, male or female procurers, vagrants or intoxicated persons to be present on the premises.
7. **Remaining on Premises After Closing Hours.** It shall be unlawful to keep open for business or to admit the public to any premises in or on which alcoholic liquor is sold at retail during the hours within which the sale of such liquor is prohibited, nor to permit or allow any persons to remain in said premises except the licensee and regular employees; no alcoholic liquors may be sold to or consumed by the public during such hours.
8. **Minors.** No person under the age of 21 shall be permitted to enter or remain upon premises maintained by a licensee, with the exception that persons under the age of 21 shall be permitted on any licensed premises where the sale of alcoholic liquor is incidental to the sale of food for consumption on the premises. Notwithstanding the foregoing exception, no person under the age of 21 shall be permitted to enter or remain upon premises maintained by a licensee after 9:00 p.m.

(Ord. 778, 1-11-2010; Ord. 2010-786, 6-14-2010, eff. 6-24-2010; Amd. Ord. 2013-005, 4-8- 2013; Ord. No. 2019-02, § 1, 1-16-2019)

2-2-8. REVOCATION OF LICENSE.

The Liquor Commissioner hereunder may revoke any license issued under the provisions of this chapter for any violation of any provision of this chapter, or for any violation of any state law pertaining to the sale of alcoholic liquor.

(Ord. 270, 6-5-1979)

2-2-9. PENALTY.

Any person violating any provision of this chapter shall be fined not less than \$100.00 nor more than \$500.00 for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

(Ord. 270, 6-5-1979; Amd. 1984 Code; Ord. No. 2019-02, § 1, 1-16-2019)

2-2-10. EMPLOYEES—BASSET TRAINING—REQUIREMENT AS PART OF LIQUOR LICENSE.

- A. Effective June 1, 2018, all original or renewal applications for all classes of Village of Poplar Grove liquor licenses shall be accompanied with proof of completion of a state certified Beverage Alcohol Sellers and Servers Education and Training (BASSET) program for all persons who sell or serve alcoholic beverages, all management personnel working on a premises licensed for alcohol sales, and anyone whose job description entails the checking of identification for the purchases of alcoholic beverages, pursuant to that license.
- B. Any new owner, manager, employee, or agent who is required to have BASSET training, shall within 90 days from the beginning of their employment with that licensee, complete a BASSET approved seller/server training program and shall, until completion of the BASSET program, work under the supervision of a person who has completed BASSET training.
- C. It shall be the responsibility of a licensee of a Village of Poplar Grove liquor license to provide for the BASSET training of those employees who are required to obtain such training, and the licensee shall bear all responsibility and costs for providing for the completion of such training.
- D. A photo copy of certificate of completion for all owners, managers, employees, or agents required by this section to have BASSET training shall be maintained, by the licensee, in a manner that will allow inspection,

upon demand, by any designee of both the state or local liquor control authorities. A copy of the certificate of completion shall additionally be filed with the Local Liquor Control Commissioner, or his or her administrative designee.

- E. Failure to provide a certificate of completion for all owners, managers, employees or agents, shall result in the penalty and/or revocation provisions outlines in Section 2-2-8 and Section 2-2-9 of this chapter.

(Ord. 18-10, 5-16-2018)



BANNER AND BRACKET SYSTEM WARRANTY*Effective Date: January 2025*

At **Display Sales**, we've been helping communities shine for over 50 years. We're proud to offer one of the **most comprehensive and dependable warranties in the banner industry**—a testament to the quality of our materials, craftsmanship, and customer care.

INDUSTRY-LEADING WARRANTY COVERAGE**Who is Covered**

This warranty applies to the original purchaser and is valid once full payment has been received.

What's Covered

All products are warrantied to be free from manufacturing defects under normal use and service.

- **Vinyl & Poly Canvas Banners**
 - 100% coverage: **3 years** from shipment date. Prorated year 2&3
- **Weatherguard Banners (Marine Acrylic Fabric)**
 - 100% coverage: **4 years** from shipment date. Prorated year 3&4
 - Fabric manufacturer warranty: 5 years against rot, mildew, color fading, and dimensional instability
 - *Note:* Printing costs are not covered under the fabric manufacturer's warranty
- **Bracket Systems**
 - 100% coverage: 8 years from shipment date (covers castings and rods, banding straps not included)

EXCLUSIONS: WHAT'S NOT COVERED

- Banners larger than 30" x 80"
- Banners with wind slits
- Installations without both top and bottom rod pockets
- Use of non-Display Sales brackets or spring-loaded systems
- Damage from weather, accidents, vandalism, or external objects (e.g., trees, vehicles)
- Cracking or failure due to improper installation
- Loss after delivery confirmation
- Improper storage or installation methods not aligned with Display Sales guidelines

CLAIM PROCESS & LIMITATIONS

All repairs or replacements must be pre-approved by Display Sales. Warranty claims require:

- Use of Display Sales-approved hardware
- Proper installation as per our instructions
- Submission of detailed photos
- Return of damaged goods for review, if requested

Display Sales covers return shipping for approved warranty replacements or repairs. Customers are responsible for removal, reinstallation, and outbound shipping for evaluation.

IMPORTANT NOTES

- Claims for concealed damage must be filed within 3 days of delivery
- Display Sales is not responsible for transit delays, loss, or damage
- Please inspect all shipments thoroughly before signing the bill of lading



DISPLAYSALES

6300 W Old Shakopee Rd, Suite 112
Bloomington, MN 55438
Phone 800-328-6195 Fax 952-885-0099
www.displaysales.com

Quote

Item 9.

Estimate	SQ-9288
Date	05/06/2025
Customer Account	C55341
Customer Contact	Kristi Richardson
Salesperson	Joe Wistrill
PO Number	
Expiration Date	Valid for 30 Days

Bill To:

Poplar Grove Village Hall
200 Hill St
Poplar Grove, IL 61065
Kristi Richardson

Ship To:

Poplar Grove Village Hall
200 Hill St
Poplar Grove, IL 61065
Kristi Richardson

Item number	Description	Quantity	Unit	Unit Price	Amount
BNR-POLE-30X50-WG	Custom Pole Banner Size: 30x50" Fabric: Weatherguard Color: Process: Digital Same Image Front and Back 3" Pole Pockets 2 Grommets Art #:	12	Each	\$ 154.00	\$ 1,848.00
FEE-BNR-SETUP	Setup Fee for Banner Designs	1	Each	\$ 50.00	\$ 50.00
HW-BNR-WS12-33R-40S-SLV/SLV	WindScale 12 Bracket System Includes: 2 -Silver WindScale 12 Brackets, 2 -1x33" Fiberglass Rods, 6- Silver 40" Adjustable Banding Straps, 2-11" Black Zip Ties, 2-Banner Pins ***Price Reflects Extra Discount for Qty 12+***	12	Each	\$ 106.00	\$ 1,272.00
FEE-FREIGHT	Shipping and Handling	1	Each	\$ 120.60	\$ 120.60
				Subtotal	\$ 3,290.60
				Sales Tax	\$ 0.00
				Total	\$ 3,290.60

Financing available.

To accept this quotation, sign here and return.

Thank you for your business.



GRAPHIC DESIGN SERVICE:

Display Sales encourages customers to provide vector-based artwork so that the process of proofing and printing may proceed quickly & without interruption. If the provided artwork is unusable; graphic art services will be billed at \$125 per hour to correct unusable art, redraw non-formatted art, or design and create custom imagery (per customer request). The customer will be contacted by a Display Sales Graphic Design team member and provided with an art proof. Customers may send their artwork to: graphics@displaysales.com.

FULFILLMENT TIMEFRAMES:

Custom banner production timeframes vary throughout the year. Standard vinyl banner production is 14-21 working days AFTER the art proof is approved and down payment is received (if applicable). Standard weatherguard and poly canvas banner production is 21-25 working days. Rush requests may be accommodated for an additional fee & upon approval from Display Sales. In stock items will be shipped within 48 hours after receipt of completed order.

TERMS:

- 50% down payment on orders for new customers.
- Check, EFT, or credit card are accepted for down payment.
- Balance due Net 20 days after final invoice.
- F.O.B. Display Sales - shipping & handling charges based on destination and size of order.
- Financing available for orders greater than \$5,000

SHIPPING & FREIGHT RESPONSIBILITY:

FOR ALL SMALL PACKAGE DELIVERIES (UPS, FEDEX, USPS, ETC): All shipments MUST be inspected at the time of delivery. The customer has 48 hours from the time of delivery to notify Display Sales of any shortage or damage to the order. After 48 hours, it will be at the discretion of Display Sales to decide how to proceed.

FOR LTL/TRUCKLOAD DELIVERIES:

Any damage or visible loss to your shipment MUST be noted on the delivery receipt (signed by the customer) at the time of delivery. In the event of loss or damage this must be done to file a claim. Display Sales is ineligible to file a claim on behalf of the customer if this is not done and the customer will be responsible for all replacement and/or repair costs. Display Sales is not liable for shipments lost, delayed, or damaged in transit. Claims must be filed by the purchaser within 10 days to the Delivery Company. The purchaser is responsible for reviewing merchandise upon receipt to verify order and condition.

RETURN POLICY:

Returns may be accepted within 30 days of delivery (excluding shipping charges). The customer must contact Display Sales for a Return Merchandise Authorization (RMA) number before sending back the items. The customer is responsible for returning the merchandise, including all related shipping costs. A restocking fee may apply, up to 25% of the product cost. If there is an issue with the shipment (other than loss or damage) the customer must contact Display Sales within 30 days of receiving the shipment to resolve the issue. Returns are NOT accepted for custom, modified merchandise, or made to order products. Final Sale products are NOT returnable.

WARRANTIES for BANNERS & DECORATIONS:

Display Sales stands behind our products. However, on occasion an issue may arise with a product. Please contact your sales representative at 800-328-6195 to discuss the issue and to see the details of warranty coverage. Pictures of the product will be requested before we can fully determine the issue and attempt to resolve it. The customer is responsible for the cost of removal, reinstallation and shipping charges incurred for merchandise being repaired or replaced. Customer participation is required to troubleshoot product issues, which will be provided in a timely resolution. All issues must be pre-approved by Display Sales for repairs or replacement.



Village of Poplar Grove – Board Meeting Memo

Kristi Richardson
Administration

June 3, 2025

****Donation Banners from PG Lions – Community Market Committee:****

1. Background:

The PG Lions Club Community Market committee wishes to donate 10 of these banners with support brackets to the Village of Poplar Grove to be placed along State Street.

2. Current Status:

The PG Lions Club approved the purchase of the Banners with the support brackets in the amount of \$3,290.60 as the request of the PG Community Market Committee, such that the Village of Poplar Grove will accept this donation.

3. Fiscal Impact:

There is no additional material cost to the Village, only labor upon installation. It was though when the Village removes the Christmas decorations the Village could put up these banners with for the remaining year, until the following installation of the Christmas decorations.

4. Legal Review (if applicable):

Legal Counsel has not reviewed this item.

5. Recommendation:

It is my recommendation the board accept this donation.

6. Supporting Documents (if applicable):

- ☐ Attached – Copy of the Quote with the Banner Details, copy of the warranty on the items, an image file of the proposed design.
- ☐ Not Applicable

Kristi Richardson
Village of Poplar Grove President



RESOLUTION NUMBER: 2025-11

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE
THE MEETING SCHEDULE FOR THE PLANNING AND ZONING COMMISSION
MEETINGS FOR 2025**

WHEREAS, the Village of Poplar Grove (the “Village”) desires to approve the schedule for meetings of the Village Planning and Zoning Commission for the remainder of 2025, a copy of which is attached hereto as Exhibit A and incorporated herein (“Schedule”); and

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

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby approves the Schedule for meetings of the Village Planning and Zoning Commission for the remainder of 2025 as set forth in Exhibit A attached to this Resolution or one in substantially similar form.
3. The Village President and Village Clerk are hereby authorized to sign and attest the Schedule.

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: SCHEDULE FOR 2025 VILLAGE
PLANNING AND ZONING COMMISSION MEETINGS**

January: 25	P&Z Comm. 6:00 PM	May: 28	P&Z Comm. 6:00 PM	September: 9	P&Z Comm. 6:00 PM
February: 26	P&Z Comm. 6:00 PM	June: 25	P&Z Comm. 6:00 PM	October: 14	P&Z Comm. 6:00 PM
March: 26	P&Z Comm. 6:00 PM	July: 8	P&Z Comm. 6:00 PM	November: 11	P&Z Comm. 6:00 PM
April: 23	P&Z Comm. 7:00 PM	August: 12	P&Z Comm. 6:00 PM	December: 9	P&Z Comm. 6:00 PM
Committee Meetings as needed					

RESOLUTION NO: 2025-12

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE APPOINTING INDIVIDUALS TO THE VILLAGE PLANNING AND ZONING COMMISSION

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

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

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

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

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

WHEREAS, Planning and Zoning Commission member Nate Sroka was appointed to the original one year term, which expired April 30, 2024, and Mr. Sroka has served in a hold-over capacity since that date; and

WHEREAS, Planning and Zoning Commission member Kim Krawczyk was appointed to the original two year term, which expired April 30, 2025, and Ms. Krawczyk has served in a hold-over capacity since that date; and

WHEREAS, Planning and Zoning Commission member David Allgood was appointed to the original six year term, which is set to expire on April 30, 2029. Mr. Allgood has resigned from the Planning and Zoning Commission and his seat is currently vacant; and

WHEREAS, Planning and Zoning Commission member Jessica Roberts was appointed to the original seven year term, which expired April 30, 2025, and Ms. Roberts has served in a hold-over capacity since that date; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Nate Sroka to the now expired term previously held by him, which was originally a one year term, with said term to expire on April 30, 2029; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Kim Krawczyk to the now expired term previously held by her, which was originally a two year term, with said term to expire on April 30, 2030; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Darrell McFarlin to the term he currently holds, which was originally a three year term, with said term to expire on April 30, 2026; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Amy Eckberg to the term she currently holds, which was originally a four year term, with said term to expire on April 30, 2027; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Melissa Robinson to the term she currently holds, which was originally a five year term, with said term to expire on April 30, 2028; and

WHEREAS, the original six year term previously held by David Allgood is currently vacant and upon a person being appointed by the Village President and approved by the Village Board, such person shall fill the remainder of the term which is to expire on April 30, 2029; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Jessica Roberts to the now expired term previously held by her which was originally a seven year term, with said term to expire on April 30, 2030; and

WHEREAS, in accordance with the Village's Code of Ordinances, the Village has the authority, upon the expiration of a member's initially appointed term of years, to appoint successor members to serve for a term of five (5) years; and

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

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

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

Section 2. Appointment of Commissioners.

- a. Nate Sroka is hereby appointed, effective immediately, to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2029.
- b. Kim Krawczyk is hereby appointed, effective immediately, to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2030.

- c. Darrell McFarlin is hereby appointed, effective immediately, to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2026.
- d. Amy Eckberg is hereby appointed, effective immediately, to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2027.
- e. Melissa Robinson is hereby appointed, effective immediately, to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2028.
- f. The seat previously held by David Allgood shall remain vacant until his successor is appointed by the Village President with the advice and consent of the Village Board to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2029.
- g. Jessica Roberts is hereby appointed, effective immediately, to serve as a member of the Planning and Zoning Commission with said term to expire on April 30, 2030.

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

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

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2025

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2025

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

ORDINANCE NUMBER: 2024-16

**AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS AMENDING
TITLE 2 CHAPTER 3 OF THE VILLAGE OF POPLAR GROVE CODE OF
ORDINANCES REGARDING PEDDLERS, HAWKERS, AND SOLICITORS**

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

WHEREAS, Title 2 of the Code governs Business and License Regulations; and

WHEREAS, Chapter 3 of Title 2 governs General Business and Licensing Regulations;
and

WHEREAS, Chapter 3 of Title 2, Section 6, governs the Peddlers, Hawkers, and Solicitors;
and

WHEREAS, the Village desires to amend Section 2-3-6 concerning Peddlers, Hawkers, and Solicitors to place time restrictions on when peddlers, hawkers, and solicitors, may operate within the Village; and

WHEREAS, the Village desires to amend Section 2-3-2 concerning Definitions to broaden the definition of solicitor; and

WHEREAS, the Village has determined such amendments are in the best interest of the Village and its citizens.

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. That Title 2, Chapter 3, Section 2-3-2 of the Code regarding Definitions; is hereby amended to read as follows:

The following words and phrases as used in this chapter shall have the following meanings, unless a different meaning is required by the context.

[...]

Peddler/Hawker. Any person who travels about selling small wares which he or she carries with him or her.

Person. Any individual, organization, group, firm, association, partnership, corporation, limited liability company, trust, other entity, or any combination thereof, except for such person or persons as may be organized as an Illinois not-for-profit corporation, governmental bodies properly organized under the law of the State of Illinois, or Religious Organizations as defined herein.

Residence. Any separate living unit in the Village of Poplar Grove occupied for residential purposes by one or more persons, contained within any type of building or structure.

Religious Organization. Organizations whose main purpose is to study or advance religion. To qualify as a “religion,” the particular religious beliefs of the organization must be truly and sincerely held and the practices and rituals associated with the organization’s religious belief or creed must not be illegal or contrary to clearly defined public policy.

Solicitor. Any person who engages in the door to door requesting or seeking to sell goods, wares, merchandise, foodstuffs, printed materials, subscriptions, services of any kind, character, or nature.

Temporary Vendor. Any person engaging or intending to engage in business as a merchant in a temporary, stationary structure in the Village of Poplar Grove. Peddlers/Hawkers shall not be considered temporary vendors.

3. That Title 2, Chapter 3, Section 2-3-6 of the Code regarding Peddlers, Hawkers, and Solicitors; is hereby amended to read as follows:

2-3-6. – Peddler/Hawker/Solicitor

- (a) No person shall go upon any residential property and ring the doorbell upon or near any door, or create any sound in any other manner calculated to attract the attention of the occupant of such residence, for the purpose of securing an audience with the occupant thereof and to engage in the business of solicitor, hawker or peddler, as defined by this Chapter, prior to 8:00 a.m. or after 7:00 p.m.
- (b) Any occupant of a residence or commercial building may give notice of a desire to refuse solicitors by displaying a “No Solicitation” or “No Trespassing” or similar sign which shall be posted on or near the main entrance door or near the property line adjacent to the sidewalk leading to the residence or the commercial building. Such sign shall not exceed the size parameters specified in the Village’s land use ordinance regulating to signs. The display of such sign shall be deemed to constitute notice to any solicitor that the inhabitant of the residence or commercial building does not desire to receive and/or does not invite solicitors. It shall be the responsibility of the solicitor to check such residence or commercial building for the presence of any such notice. A violation of this provision shall be a violation of this section.

(c) **Penalty.** A violation of any provision of this section shall be an unlawful ordinance violation, with a minimum penalty of \$300.00. Each day that said violation is permitted to persist shall be a separate violation, punishable by fine. In the case of recurrent conduct on a single day, in the event a person is issued a citation for unlawful activity and, following the issuance of said citation, re-engages in the same or substantially similar unlawful conduct on that same day, each incident of conduct occurring after the issuance of the original citation shall be a separate offense, punishable by an individual fine.

4. 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. 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 Davies

SECONDED BY _____ Costanza

BY ROLL CALL VOTE THIS 20 DAY OF November, 2024

AS FOLLOWS:

VOTING “AYE”: Costanza, Cheek, Davies, Moore Straw

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____ Goings

APPROVED November 20, 2024

ATTEST:

CLERK

VILLAGE PRESIDENT

Event Name:	Christmas Tree Lighting	Budget	\$7,500
Event Date:	22-Nov-25		
Event Location:	Village Hall		
Actual			

INCOME SUMMARY:

Name	Activity Description	Proposed	Actual	\$ In-Kind	\$ Total
Village of Poplar Grove Budget Allowance		\$ 7,500.00	\$ -		
Sponsor 1		\$ -	\$ -		
Sponsor 2		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
		\$ -	\$ -		
Total Income		\$ 7,500.00	\$ -	\$ -	\$ -

EXPENSE SUMMARY:

Name	Activity Description	Proposed	Actual	\$ In-Kind	\$ Total
Horse Drawn Carriages	Entertainment	\$ 750.00	\$ -		
Santa Clause	Entertainment	\$ 225.00	\$ -		
Food & Supplies	Entertainment	\$ 450.00	\$ -		
Activities Supplies	Entertainment	\$ 275.00	\$ -		
Lift Rental to Decorate Tree & State Street	Entertainment	\$ 1,525.00	\$ -		
Decorations & Supplies	Entertainment	\$ 275.00	\$ -		
Facepainting	Entertainment	\$ 400.00	\$ -		
FB Marketing	Marketing	\$ 75.00	\$ -		
Boone County Shopper Ad	Marketing	\$ 950.00	\$ -		
Sponsorship Signage	Marketing	\$ 150.00	\$ -		
Outdoor Tent?					
Total Expenses		\$ 5,075.00	\$ -	\$ -	\$ -

Net Income	\$ 2,425.00	\$ -	\$ -	\$ -
------------	-------------	------	------	------

Footnotes:

--- (14) ---

Editor's note— See editor's note at the beginning of this title. Former Ch. 13, § 7-13-1 pertained to similar subject matter and derived from Ord. 766, 11-9-2009; Ord. 2018-06, 6-28-2018; Ord. 2019-32, § 2, 9-18-2019.

7-13-1. - ADOPTION.

The 2018 edition of the Illinois Energy Conservation Code, including appendix chapters, is hereby adopted in its entirety as the Energy Conservation Code of the Village of Poplar Grove, Illinois, regulating and governing the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Energy Conservation Code are hereby referred to, adopted, and made a part hereof as if fully set out in this section with the additions, insertions, deletions and changes, if any, as prescribed in this chapter.

One copy of the Energy Conservation Code, including appendix chapters, is on file with the Clerk of the Village.

(Ord. 2021-45, § 2(Exh. A), 2-9-2022)

06/18/2025 01:10 PM

INVOICE REPORT BOARD FOR VILLAGE OF POPLAR GROVE

Page: 1/3

Item 17.

User: TREASURER

POST DATES 06/12/2025 - 06/18/2025

DB: Poplar Grove

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: ABBY PEST ELIMINATION LLC						
JUNE2025	06/05/2025	ABBY PEST ELIMINATION	ABBY PEST CONTROL	01-50-4301	47.00	364.00
				31-75-4301	165.00	
				01-53-4240	67.00	
				01-53-4240	85.00	
TOTAL VEN						364.00
VENDOR NAME: AMAZON CAPITAL SERVICES						
1LLY-LCQD-CR9M	06/04/2025	AMAZON.COM	SAFETY GLASSES	01-53-4302	49.99	49.99
1WPL-6PTM-9LL1	06/04/2025	AMAZON.COM	TRUCK ANTENNA REPLACEMENT	01-53-4226	49.99	49.99
1QRN-4D3R-CTNC	06/11/2025	AMAZON.COM	STONE GLUE, VARIOUS LANDSCAPE	01-53-4302	187.90	187.90
1YXF-HYYL-43CF	06/11/2025	AMAZON.COM	HALL LIBRARY	01-52-4304	11.99	11.99
19MN-4X16-N7HJ	06/09/2025	AMAZON.COM	HALL FREE LIBRARY	01-53-4301	196.91	196.91
1TIC-6MPL-TW4L	06/06/2025	AMAZON.COM	GENERATOR BELT	31-77-4312	105.12	105.12
TOTAL VEN						601.90
VENDOR NAME: ANCEL GLINK						
111755	06/12/2025	ANCEL GLINK	MAY LEGAL SERVICES	01-50-4213	191.25	2,475.80
				01-55-4213	2,284.55	
TOTAL VEN						2,475.80
VENDOR NAME: APWA						
861893	06/01/2025	APWA	PUBLIC WORKS MEMBERSHIP	01-50-4217	397.00	397.00
TOTAL VEN						397.00
VENDOR NAME: AREA MECHANICAL, INC.						
W13145	06/09/2025	AREA MECHANICAL, INC.	SWWTP A/C LEAK	31-79-4240	1,144.52	1,144.52
TOTAL VEN						1,144.52
VENDOR NAME: B&F CONSTRUCTION CODE SERVICE, INC.						
21024	06/17/2025	B&F CONSTRUCTION CODE	MAY ADMIN CHARGES	01-55-4237	2,100.00	2,100.00
21011	06/12/2025	B&F CONSTRUCTION CODE	APRIL ADMIN CHARGES	01-55-4237	450.00	450.00
68208	05/07/2025	B&F CONSTRUCTION CODE	PLAN REVIEW	01-55-4215	215.00	215.00
20923	06/02/2025	B&F CONSTRUCTION CODE	CODE INSPECTIONS AND MIS PLAN REVW	01-55-4216	305.00	5,845.00
				01-55-4215	5,540.00	
TOTAL VEN						8,610.00
VENDOR NAME: BLAIN'S FARM & FLEET						
BFF-086066	06/06/2025	BLAIN'S FARM & FLEET	STEPHEN CLOTHING ALLOWANCE	01-53-4080	389.96	389.96
BFF-085835	05/28/2025	BLAIN'S FARM & FLEET	GARBAGE BAGS	01-52-4304	43.87	43.87
BFF-085997	06/04/2025	BLAIN'S FARM & FLEET	SHOP RESTOCK	01-53-4228	77.68	77.68
TOTAL VEN						511.51
VENDOR NAME: BOONE COUNTY MOTOR FUEL TAX						
4473	06/04/2025	BOONE COUNTY HIGHWAY	ROAD SHOULDER RECLAIMING	01-53-4240	432.88	432.88
TOTAL VEN						432.88
VENDOR NAME: COMCAST						
JUNE2025	06/01/2025	COMCAST		01-53-4202	222.90	222.90
TOTAL VEN						222.90
VENDOR NAME: COMED						

06/18/2025 01:10 PM

User: TREASURER

DB: Poplar Grove

INVOICE REPORT BOARD FOR VILLAGE OF POPLAR GROVE

POST DATES 06/12/2025 - 06/18/2025

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Page: 2/3

Item 17.

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: COMED						
3174406000	JUNE202 06/02/2025	COMED	LIFT STATION	31-75-4204	204.87	204.87
TOTAL VEN						204.87
VENDOR NAME: CONSERV FS INC						
33044136	06/05/2025	CONSERV FS INC	SILT FENCE INLET	31-70-4301	12.75	12.75
33044126	06/05/2025	CONSERV FS INC	PESTASIDE RESTOCK	01-52-4304	523.50	523.50
33044124	06/05/2025	CONSERV FS INC	PESTASIDE RESTOCK	01-52-4304	97.60	97.60
TOTAL VEN						633.85
VENDOR NAME: HAWKINS, INC.						
7092889	06/09/2025	HAWKINS, INC.	WATER TOWER CHEMICALS	31-68-4305	2,130.93	2,130.93
TOTAL VEN						2,130.93
VENDOR NAME: HD SUPPLY INC / USA BLUE BOOK						
INV00729033	06/04/2025	USA BLUE BOOK	TOWER CHARTS	31-68-4301	201.55	201.55
TOTAL VEN						201.55
VENDOR NAME: JOE COOLING & SONS, INC.						
214771	06/03/2025	JOE COOLING & SONS, I	SOD	01-53-4228	46.00	46.00
TOTAL VEN						46.00
VENDOR NAME: MARATHON FLEET / WEX BANK						
105439802	06/15/2025	WEX BANK - MARATHON F	MAY 16-JUNE 15 2025 FUEL	01-53-4303	901.73	901.73
TOTAL VEN						901.73
VENDOR NAME: MARVS TOWING & REPAIR, INC.						
6454	06/04/2025	MARVS TOWING & REPAIR	TRAILER REPAIR	01-53-4227	19.50	19.50
TOTAL VEN						19.50
VENDOR NAME: MENARDS						
49883	06/02/2025	MENARDS	HOSE REPAIR	31-77-4301	56.84	56.84
50417	06/10/2025	MENARDS	DOG PARK ENTRY	01-52-4225	108.75	108.75
TOTAL VEN						165.59
VENDOR NAME: MUNICIPAL CLERKS OF ILLINOIS						
JUNE 2025	06/01/2025	MUNICIPAL CLERKS OF I	KARRI & KATIE JULY SEMINAR	01-57-4207	200.00	200.00
TOTAL VEN						200.00
VENDOR NAME: NAPA AUTO PARTS						
423667	05/31/2025	NAPA AUTO PARTS	CHEVY OIL CHANGE	01-53-4226	99.73	99.73
TOTAL VEN						99.73
VENDOR NAME: O'REILLY AUTO PARTS						
SCO4800190	04/28/2025	O'REILLY AUTO PARTS	LATE PAYMENT CHARGE	01-50-4500	13.16	13.16
TOTAL VEN						13.16
VENDOR NAME: P.C. TECH 2 U						
20724	04/24/2025	P.C. TECH 2 U	SYSTEM SUPPORT	01-50-4214	299.99	299.99
TOTAL VEN						299.99
VENDOR NAME: PREMIER LANDSCAPE STORE						
2188	06/09/2025	PREMIER LANDSCAPE STO	STONE FOR HALL	01-53-4301	88.00	88.00
2195	06/10/2025	PREMIER LANDSCAPE STO	STONE FOR HALL	01-53-4301	176.00	176.00
2194	06/10/2025	PREMIER LANDSCAPE STO	STONE FOR HALL	01-53-4301	88.00	88.00
2146	06/05/2025	PREMIER LANDSCAPE STO	SITE RESTORATION	31-70-4301	38.99	38.99

06/18/2025 01:10 PM
User: TREASURER
DB: Poplar Grove

INVOICE REPORT BOARD FOR VILLAGE OF POPLAR GROVE
POST DATES 06/12/2025 - 06/18/2025
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Page: 3/3

Item 17.

INVOICE NUMBER	INVOICE DATE	VENDOR NAME	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		GROSS AMOUNT
VENDOR NAME: PREMIER LANDSCAPE STORE						
2196	06/11/2025	PREMIER LANDSCAPE STO	STONE FOR VH	01-53-4301	616.00	616.00
TOTAL VEN						1,006.99
VENDOR NAME: SIGNATURE STREETSCAPES						
23730	05/05/2025	SIGNATURE STREETSCAPE	RAVENSCREST SGIN	01-53-4240	2,748.00	2,748.00
TOTAL VEN						2,748.00
VENDOR NAME: SIKICH LLP - ACCOUNTING SERVICES						
98601	05/28/2025	SIKICH LLP - ACCOUNTI	ACCOUNTING SUPPORT	01-50-4240	2,442.00	2,442.00
94511	04/29/2025	SIKICH LLP - ACCOUNTI	ACCOUNTING SERVICES APRIL 2025	01-50-4240	2,220.00	2,220.00
TOTAL VEN						4,662.00
VENDOR NAME: SOSNOWSKI SZETO, LLP						
14512	06/06/2025	SOSNOWSKI SZETO, LLP	ADMIN, COMMUNITY DEVELOPMENT AND CLERK	01-50-4213	2,627.00	5,063.27
				01-55-4213	988.75	
				01-57-4213	1,447.52	
14513	06/06/2025	SOSNOWSKI SZETO, LLP	LABOR LEGAL SERVICES	01-50-4213	600.00	600.00
14514	06/06/2025	SOSNOWSKI SZETO, LLP	EPI LEGAL SERVICES	01-55-4213	231.25	231.25
TOTAL VEN						5,894.52
VENDOR NAME: TEST INC.						
60225055	06/03/2025	TEST INC.	W&S CONTRACT LABOR - JULY 2025	31-77-4236	5,653.93	18,846.43
				31-79-4236	5,653.93	
				31-68-4236	4,711.60	
				31-75-4236	2,826.97	
25050872	05/27/2025	TEST INC.	BLUE SPURCE WATER TESTING	31-77-4236	25.00	25.00
25050893	05/30/2025	TEST INC.	5&6 WELL TESTING	31-79-4236	250.00	250.00
25050785	05/26/2025	TEST INC.	TESTING WELL #2	31-77-4236	100.00	100.00
25050781	05/26/2025	TEST INC.	WELL #4 TESTING	31-68-4236	50.00	50.00
25050784	05/26/2025	TEST INC.	TESTING WELL 5&6	31-79-4236	100.00	100.00
25050212	05/23/2025	TEST INC.	TESTING WELL #4	31-68-4236	17.00	17.00
25050577	05/26/2025	TEST INC.	TESTING WELL #5&6	31-79-4236	17.00	17.00
25050576	05/26/2025	TEST INC.	TESTING WELL 5&6	31-79-4236	17.00	17.00
25050203	05/23/2025	TEST INC.	BULLARD TESTING	31-77-4236	25.00	25.00
TOTAL VEN						19,447.43
VENDOR NAME: VORTEX TECHNOLOGIES INC						
7162	06/04/2025	VORTEX TECHNOLOGIES I	LIFT STATION CALIBRATION	31-75-4240	2,125.00	2,125.00
TOTAL VEN						2,125.00
GRAND TOTAL:						55,561.35

Date Updated: 6.18.25

June 2025 Checks

TO BE ATTACHED IN PACKET AS SUMMARY REPORT

FOR APPROVAL	Actual to Date	Estimate Additional	Total by Type
AP Checks	\$123,917.93		\$123,917.93
EFTS	\$31,529.25	\$0.00	\$31,529.25
Payroll	\$38,763.00		\$38,763.00
Other	\$14,042.30	\$0.00	\$14,042.30
Total	\$208,252.48	\$0.00	\$208,252.48

Solutions Bank Payments

Payroll

Medical Insurance Premiums

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

Total \$0.00 \$0.00 \$0.00

FINAL NUMBERS

Monthly Approvals	May 2025 Final Numbers Requested	Actual	Difference
AP Checks	\$147,973.75	\$277,605.67	\$129,631.92
EFTS (ACH)	\$27,915.42	\$28,715.42	\$800.00
Payroll	\$63,370.46	\$63,370.46	\$0.00
Other	\$18,568.20	\$16,228.23	-\$2,339.97
Total	\$257,827.83	\$385,919.78	\$128,091.95

Difference due to 4 months Final Legal Bills, IL Risk Payment, Highway Salt Billing

Solutions Bank / Pitney Bowes Payments

Difference due to 3rd payroll in May

Medical Insurance Premiums

Specific Breakout: Requested Actual Difference

RESOLUTION NUMBER: 2025-14

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS APPROVING
THE APPOINTMENT OF VILLAGE PRESIDENT, KRISTI RICHARDSON, AS AN
AUTHORIZED AGENT FOR THE ILLINOIS MUNICIPAL RETIREMENT FUND**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) is an Illinois Municipal Retirement Fund (“IMRF”) employer and can appoint any qualified party as the Village’s IMRF authorized agent; and

WHEREAS, the Village is able to make the appointment of an IMRF authorized agent through the adoption of a resolution; and

WHEREAS, the Village Clerk must certify the appointment of an IMRF authorized agent by executing a Notice of Appointment of Authorized Agent; and

WHEREAS, the Village desires to appoint Village President, Kristi Richardson as an IMRF authorized agent 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 a part hereof.
2. The Village Board hereby accepts and approves the appointment of Village President, Kristi Richardson, as an IMRF authorized agent for the Village of Poplar Grove.
3. The Village President and Village Clerk is hereby authorized to execute this said resolution and any other documents necessary to effectuate the same.

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



NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

Item 18.

IMRF Form 2.20 (Rev. 10/2014)

INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME		EMPLOYER IMRF I.D. NUMBER	
AUTHORIZED AGENT'S SALUTATION <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	LAST NAME	FIRST NAME	MIDDLE INITIAL JR., SR., II, ETC.
TYPE OF GOVERNING BODY			
DATE APPOINTMENT MADE (MM/DD/YYYY)	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY)	POSITION TITLE	
<p>Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 removed the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):</p> <p>To file Petition for Nominations of an Executive Trustee of IMRF <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>To cast a Ballot for Election of an Executive Trustee of IMRF <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>X</p> <p>SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE _____ DATE (MM/DD/YYYY) _____</p>			
CERTIFICATION			
I, _____, do hereby certify that I am _____			
NAME		CLERK OR SECRETARY	
of the _____			
NAME OF EMPLOYER			
and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.			
SEAL		SIGNATURE OF CLERK OR SECRETARY _____	
BUSINESS ADDRESS			
All correspondence and communications with the Authorized Agent are to be addressed as follows:			
NAME (IF DIFFERENT FROM ABOVE)			
<input type="checkbox"/> Mr. <input type="checkbox"/> Ms.			
BUSINESS ADDRESS			
CITY STATE AND ZIP + 4			
DAYTIME TELEPHONE NO. (with Area Code)		ALTERNATE TELEPHONE NUMBER (with Area Code)	
FAX NO. (with Area Code)		EMAIL ADDRESS	

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289