



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, May 29, 2024 - 6:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

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

CALL TO ORDER

The meeting called to order at 6:03 pm by President Sattler

ROLL CALL

PRESENT

President Don Sattler
Admin Chairman Owen Costanza
Finance Chairman Jeff Goings
Trustee Dan Cheek
Trustee Austin Davies
Trustee Bruce Moore
Trustee Betsy Straw
Clerk Karri Miller
Treasurer Carina Boyd
Public Works Director David Howe

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

none

APPROVAL OF AGENDA (Voice Vote)

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

Motion made by Admin Chairman Costanza, Seconded by Trustee Davies to move item 3 up before 2.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustees meeting minutes from May 8, 2024.

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

NEW BUSINESS

2. Motion to discuss FY 2024-2025 Budget.

Motion made by Trustee Davies, Seconded by Admin Chairman Costanza.
The Consolidated Budget Summary by Fund for Fiscal Year 2025 key points discussed:

- **Estimated Revenues:** \$2.7 million
- **Estimated Expenses:** \$2.2 million
- **Remaining Funds:** Approximately \$34,000 after accounting for fund transfers and bond payments, primarily allocated to new budget proposals.

Capital Items and Project Needs

- \$5,000 allocated for computer needs, which is a static item.
- Ongoing record retention project discussed, noted as labor-intensive but necessary.
- Essential upgrade to building code software for BS&A to a new cloud-based platform.
- Potential allocation of \$10,000 for boardroom equipment, specifically for sound system updates.

Park Improvements

- \$105,000 allocated for park improvements.

Tennis Courts and Pickleball

- \$40,000 allocated for repairs to tennis courts and converting one court for multi-functional use for both tennis and pickleball.

Public Works Building

- Discussion on repairs needed for the old public workshop, including roofing, siding, and gutters due to water damage and its current use for storage.

Equipment and Attachments

- Future purchases discussed for landscaping equipment and an asphalt hotbox.

Salt Shed

- Proposal to set aside annual funds over the next five years for constructing a new salt shed.

Hot Mix vs. Cold Patch

- Discussion on the advantages of hot mix asphalt repairs over cold patch, emphasizing durability and effectiveness, especially in saw-cutting areas for cleaner and more permanent fixes.

Procurement and Budgeting

- Consideration given to sourcing materials from neighboring states like Kentucky and Tennessee due to limited local vendor options in Northern Illinois and Southern Wisconsin.
- Proposal to break down a lump sum budget of \$140,000 for repairs into annual budgets for better financial planning.

Equipment and Maintenance

- Detailed breakdown provided on necessary pump replacements and other equipment needs, highlighting the immediate need for pump replacements to maintain water and sewer systems.
- Discussion on upfront costs versus long-term savings from having necessary attachments and equipment.

Cost of Replacements and Repairs

- Estimated costs discussed for replacing essential pumps and sewer equipment, emphasizing the importance of allocating sufficient funds to maintain infrastructure reliability.

Miscellaneous Considerations

- Mention of administrative and regulatory costs associated with infrastructure maintenance, including EPA permits and licensing fees.

SCADA System Overhaul

- Discussion on the outdated SCADA system running on Windows 7 at the wastewater plant, highlighting the need for an upgrade estimated between \$100,000 to \$175,000 to ensure operational integrity and compatibility with newer technologies.
- Budget constraints and considerations for potential cuts and reallocations discussed, including adding a village administrator position and conducting a forensic audit.

The next Special Board meeting will be June 5, 2024, at 6:00 pm with an updated budget

3. Motion to discuss/approve bounce house contract with the Play House for \$1,429.15. Motion made by Admin Chairman Costanza, Seconded by Trustee Moore.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Moore, Trustee Straw
Voting Nay: Trustee Davies
Trustee Straw asked about the liability insurance and if the village has insurance due to Play House requiring that the Village hold liability. Clerk Miller stated that this is standard and we have always held the insurance.

ADJOURNMENT (Voice Vote)

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

The meeting adjourned at 8:28 pm