



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

COMMITTEE OF THE WHOLE

Monday, December 13, 2021 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting called to order by Clerk Karri Anderberg at 630 pm

ROLL CALL

PRESENT

President Don Sattler

Admin Chairman Ron Quimby

Finance Chairman Eric Miller

Trustee Jeff Goings

Trustee Ed Wethington (via phone)

Trustee Dan Cheek (via phone)

Clerk Karri Anderberg

Attorney Dave Kurlinkus

Deputy Clerk Katie Jaster

Public Works Director Mitch Hilden at 6:33pm

Engineer Chris Dopkins

APPROVAL OF PHONE PARTICIPATION (Roll Call)

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

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

APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.

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

Motion made by Finance Chairman Miller, Seconded by Trustee Goings to move item 16 to be heard before item 4.

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

Motion made by Trustee Goings, Seconded by Finance Chairman Miller add 3.A Presidents report and 5.A Mansfield Park .

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve the minutes from November 8, 2021 meeting

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

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

Public Comment

David Allgood- Would like to know where President Sattler's campaign promises are.

Why has he not done them

He would also like an update on the trustee appointment that has sat empty.

DEPARTMENT REPORTS - ADMINISTRATION

2. Clerk, Karri Anderberg
no questions

3. Building and Code Enforcement, B&F Construction
no questions

3.A Presidents Report

Trustee Goings wants to know Why President Sattler has not given a president report.

Stated that the trustees ask for one months ago and they have not received one.

Trustee Quimby stated that past presidents have always at least emailed one to all the trustees

OLD BUSINESS - ADMINISTRATION

4. Discussion and possible recommendation to the village board to approve **Ordinance 2021-39** an ordinance of the Village of Poplar Grove amending section 6-2-4-4 and section 6-2-5 of chapter 2 combined waterworks and sewerage system of the Village of Poplar Grove code of ordinances
Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Staff asked if they not do a flat rate for new home lawn watering credit. Staff wants to take the EPA average for the number of people in the home. Treasurer Boyd stated its is only 20 a year and they have no problem doing it.
Trustees all agreed. Attorney Kurlinkus will update the ordinance and bring to board of trustees.

5. Motion to approve **Ordinance 2021-34** an ordinance of the Village of Poplar Grove Illinois amending article II business and license regulations, chapter 2 liquor control, of the Village of Poplar Grove code of ordinances
Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Trustee Goings and Quimby are concerned about delivery of cocktails to someone's home.
Clerk Anderberg stated that if they don't allow delivery of to go cocktails that would also be no curbside either.
Trustee Miller and Goings asked what the bars think about this. Clerk Anderberg stated that there is one bar that is already doing it since Covid started it. One bar is thinking about it but has not done research on the cost.
Trustees all agreed to allow delivery if the bar owners want it.
Motion made by Finance Chairman Miller, Seconded by Trustee Goings to add class K to go cocktail liquor license for a price of \$50.00 a year.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
5.A Discussion on Mansfield Park -
Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Trustee Goings would like an update for what the Village is doing to get the park off the ground. Public Works Director Hilden stated that some grading would need to be done and then park equipment could be added.
President Sattler asked why trustees still want the park when many residents do not want it. Trustee Miller and Goings both said they have not received any such feedback and they have both gotten emails saying that the south side of town needs a neighborhood park.

NEW BUSINESS - ADMINISTRATION

6. Discussion and possible recommendation to the village board to approve **Ordinance 2021-43** an ordinance of the Village of Poplar Grove, Illinois amending title 1-administration, chapter 6- village officers and employees of the village code
Motion made by Admin Chairman Quimby, Seconded by Trustee Wethington.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
President Sattler is very upset that trustees want to take this appointment away from him. States that Clerk Anderberg does not have the background to run the building department.
David Allgood - Would like to see this pass and item 10 as B&F has done a great job the last couple of years and the Village needs to keep moving forward.
Trustees discussed the ordinance.
Trustees Goings walked out 7:28pm and came back at 7:30pm

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington call to question.

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

7. Discussion and possible recommendation to the village board to approve **Ordinance 2021-44** an ordinance of the Village of Poplar Grove, Illinois establishing meeting dates and times of the board of trustees of the Village of Poplar Grove and its committees and commissions for calendar year 2022

Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.

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

8. Discussion and possible recommendation to the village board to approve **Ordinance 2021-45** an ordinance of the Village of Poplar Grove, amending article VII, building regulations, of the Village of Poplar Grove code of ordinances

9. Discussion and possible recommendation to the village board to approve **Resolution 2021-66** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the village president to execute a joint purchase master contract with State of Illinois Central Management Services for the purchase of bulk rock salt.

Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.

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

10. Discussion and possible recommendation to the village board to approve **Resolution 2021-69** a resolution of the Village of Poplar Grove, Illinois to approve the professional service agreement with B&F Construction Code Services, Inc. to provide a village zoning administrator.

Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.

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

DEPARTMENT REPORTS - FINANCE

11. Wastewater, Test Inc
no questions
12. Public Works, Mitch Hilden
no questions
13. Engineer Report, McMahon
no questions
14. Treasurer, Carina Boyd
no questions

OLD BUSINESS - FINANCE

15. Discussion and possible recommendation to the village board to approve **Resolution 2021-64** an resolution of the Village of Poplar Grove, Illinois to approve authorize the village president to execute an agreement with Pyrotecnico fireworks, Inc. for fireworks display services
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

NEW BUSINESS - FINANCE

16. Discussion on Possible waiver of disconnection fees for 236 Briarwood Drive.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Juli Medearis is asking for her two \$110.00 frees to be waived. She states that she is on hard times.
Trustee Goings asked staff why she had two.
Treasurer Boyd stated she got shut off in November and was told she needed to come in to sign a payment plan or pay the rest of the payment. Staff stated the village never received a payment so she was shut off again.
Mrs. Medearis stated she made a payment online and but the village never received it.
Trustees agreed to waive one \$110.00 fee.
Motion made by Trustee Goings, Seconded by Trustee Wethington to waive one \$110.00 fee for 236 Briarwood.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
17. Discussion and possible recommendation to the village board to approve **Ordinance 2021-40** an ordinance abating the tax heretofore levied for the year 2021 to pay debt service of the general obligation refunding bonds (alternate revenue source), series 2015B, of the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
18. Discussion and possible recommendation to the village board to approve **Ordinance 2021-41** an ordinance abating the tax heretofore levied for the year 2021 to pay debt service of the general obligation refunding bonds (alternate revenue source), series 2015, of the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

19. Discussion and possible recommendation to the village board to approve **Ordinance 2021-42** an ordinance abating the tax heretofore levied for the year 2021 to pay debt service of the general obligation refunding bonds (alternate revenue source), series 2012A and general obligation refunding bonds (alternate revenue source), series 2012B, of the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
20. Discussion and possible recommendation to approve Comed Smart LED Street Lighting program
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Public Works Director stated that ComEd will be turning all are streetlights over to LED at no cost to the Village. This comes after a audit of all of our street lights. ComED found some we were being incorrectly billed for and some we were not being billed for.
21. Discussion and possible recommendation to the village board **Resolution 2021-65** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Bufalo Contracting, Inc. for restoration and remodeling services
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Wethington, Trustee Cheek
Voting Nay: Trustee Goings
Clerk Anderberg explained this is phase 3 of the Village Hall remodel and will be done with our IT upgrade that is happening currently.
22. Discussion and recommendation to the village board to approve **Resolution 2021-67** a resolution of the Village of Poplar Grove, Illinois approving schedules for inclusion in business regulation section of village code
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
23. Motion to approve **Resolution 21-68** A Resolution of the Village of Poplar Grove resolving to enter into a professional service agreement for design & construction engineering services for the Sherman Oak drainage improvements.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
24. Discussion and possible recommendation to the village board to approve check disbursement for payments scheduled to be paid prior to December 31, 2021 in the

amount of \$272,544.13 in AP checks, \$13,193.43 in insurance expense checks, and \$7,853.15 EFTS for a total of \$293,590.71

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

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

ADJOURNMENT (Voice Vote)

KJA 12/09/2021

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

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

Meeting adjourned at 8:01pm