

**Village of Poplar Grove  
Board of Trustees Meeting  
March 14, 2011**

The regular meeting of the Board of Trustees was called to order by President Rightnowar at 7:30 pm in the Village Hall. President Rightnowar led the assembly in the Pledge of Allegiance and prayer.

**Present:** President Brad Rightnowar, Trustees Kris Campbell, John Neitzel, Ron Quimby, Cliff Stetter and Judi Zangs, Clerk Martha Suhr, Attorney James Stevens, Secretary Maureen Brzinski and DPW Jeff Strate. Trustee Robert Fry was absent.

**Agenda:** A motion was made by Zangs, 2<sup>nd</sup> by Stetter to approve an amended agenda, Under Finance, taking off approve MFT resolution and adding approve contract for employee uniforms. Motion was carried by voice vote 5-0.

**Minutes of Feb. 14, 2011:** A motion was made by Quimby, 2<sup>nd</sup> by Zangs to approve the minutes of Feb. 14, 2011 as presented. Motion was carried by voice vote 5-0.

**Public Comment:** There was no public comment.

**Treasurers Report:** Ms. Forrest projected a surplus of \$79,000 for the general fund and \$53,000 for the water and sewer fund. A preliminary budget has been put together for 2011-2012 and meetings will be held to work on final budget. President Rightnowar asked that when the budget is passed that the Board authorize a letter to go out to each household letting them know where the Village stands financially in terms of long term indebtedness in addition to the current fiscal year and what we hope to accomplish in the next fiscal year. Hopefully this will be done on an annual basis.

**Finance Committee:**

A motion was made by Neitzel, 2<sup>nd</sup> by Stetter to approve check runs for February and March 1<sup>st</sup> & 5<sup>th</sup> of \$65,622.55, \$92.68, \$403.76 and \$12,908.84 totaling \$79,027.83. Motion was carried by roll call 5-0.

A motion was made by Neitzel, 2<sup>nd</sup> by Quimby to approve expenditures of \$17,371.55 for the Public Works Dept. Motion was carried by roll call 5-0.

A motion was made by Neitzel, 2<sup>nd</sup> by Zangs to approve the letter amending the Fox Valley lease agreement. Motion was carried by voice vote 5-0.

A motion was made by Neitzel, 2<sup>nd</sup> by Stetter to approve funds \$150.00 to offset expenses occurred by Clerk Suhr to attend the Municipal Clerks of Illinois April seminar. Motion was carried by roll call 5-0.

A motion was made by Neitzel, 2<sup>nd</sup> by Zangs to approve Building Inspector Certification for Building Inspector Kurt Dunlap. Cost for the books is \$212, classes and tests is \$290. The Village will pay for the books upon successful completion of the classes. Mr. Dunlap has stated that he will pay for the classes and tests, the books will then be the property of the Village. Motion was carried by roll call 5-0.

A motion was made by Neitzel, 2<sup>nd</sup> by Stetter to approve the attendance of Maureen Brzinski to a 2011 IMRF Employer workshop. Only cost will be mileage. Motion was carried by voice vote 5-0.

A motion was made by Neitzel, 2<sup>nd</sup> by Quimby to approve the purchase of a Panic Button System from ADT. Cost will be \$249 and \$35.99 monthly monitoring. Motion was carried by roll call 5-0.

Employee uniforms in union contract, no motion was needed.

President Rightnowar gave the Oath of Office to Treasurer Maria Forrest.

A motion was made by Quimby, 2<sup>nd</sup> by Stetter to place items J and K in finance (appointment of Village Engineer and Financial Advisor) under C in Administration (amending Village Officers and Employee Ordinance). Motion was carried by voice vote 5-0.

**Administration Committee:**

A motion was made by Campbell, 2<sup>nd</sup> by Quimby to approve the former Garden/Park land to be used for the BMX track. Land was zoned as park land. Motion was carried by voice vote 5-0.

A motion was made by Campbell, 2<sup>nd</sup> by Zangs to approve American Legal as the Codifiers for the Village effective April 1<sup>st</sup>, 2011. Motion was carried by voice vote 5-0.

A motion was made by Quimby, 2<sup>nd</sup> by Stetter to approve the amended Village Officers and Employees Ordinance no. 2011-006. Motion was carried by roll call 5-0.

A motion was made by Zangs, 2<sup>nd</sup> by Stetter to accept the President's appointment of McMahon and Assoc. as the Village Engineer. Motion was carried by roll call 5-0.

A motion was made by Zangs, 2<sup>nd</sup> by Stetter to accept the President's appointment of First Midstate Inc. as the Village Financial Advisor. Motion was carried by roll call 4-1 with Trustee Campbell voting no.

A motion was made by Campbell, 2<sup>nd</sup> by Quimby to adopt Resolution no.2011-04 in support of Environmental site remediation of contamination located in the Village of DePue and surrounding areas. Motion was carried by voice vote 5-0.

A motion was made by Campbell, 2<sup>nd</sup> by Quimby to approve Resolution no. 2011-05 for Immanuel Lutheran Church of Belvidere to adopt Whiting Road. They will be keeping the road clear of trash. Motion was carried by voice vote 5-0.

**Good of the Village:**

- Administration Committee – March 28, 2011 at 6:30 pm
- Finance Committee – April 4, 2011 at 6:30 pm
- Budget Meeting – March 26, 2011 at 9:00 am
- Planning and Zoning Commission – April 5, 2011 at 7:00 pm
- Village Board of Trustees – April 11, 2011 at 7:30 pm

A motion was made by Neitzel, 2<sup>nd</sup> by Campbell to go into closed session under review of closed session minutes 5 ILCS 120/2 (c)(21). Motion was carried by roll call 5-0. Time was 8:01 pm.

Meeting reconvened at 8:30 pm.

**Present:** President Brad Rightnowar, Trustees Kris Campbell, John Neitzel, Ron Quimby, Cliff Stetter and Judi Zangs, Clerk Martha Suhr and Attorney James Stevens.

A motion was made by Stetter, 2<sup>nd</sup> by Neitzel to approve the executive session minutes of 2009, opening Sept. 14 and Oct. 12, the remaining May 11, June 1, June 8, August 10 and November 9 to remain closed due to confidentiality. Motion was carried by voice vote 5-0.

A motion was made by Zangs, 2<sup>nd</sup> by Neitzel to approve the executive session minutes of 2011, opening April 26 and October 27, the remaining February 8, March 8, May 10, August 23 and December 23 to remain closed due to confidentiality. Motion was carried by voice vote 5-0.

A motion was made by Stetter, 2<sup>nd</sup> by Campbell to adjourn the meeting. Motion was carried by voice vote 5-0. Meeting was adjourned at 8:35 pm.