



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

Minutes

CALL TO ORDER

The meeting was called to order by Kristi Richardson at 7:00 pm

ROLL CALL

PRESENT

President Kristi Richardson

Admin Chairman Owen Costanza

Trustee Dan Cheek

Trustee Sinae Hubbard

Trustee Mark Vance

Attorney Dave Kurlinkus

Clerk Karri Miller

ABSENT

Finance Chairman Jeff Goings

Trustee David Allgood

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Vance. Motion passed by voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from the May 21, 2025, Board of Trustees meeting
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.*

DEPARTMENT REPORTS

2. Wastewater, TEST
no questions
3. Engineer, McMahon
no questions
4. Public Works, Howe
no questions

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

discussion only
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.
Motion made by Trustee Hubbard, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

7. Motion to discuss and possibly approve the Village of Poplar Grove Business Directory
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.
Discussion only
8. Motion to discuss changes to the current liquor ordinance
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance
Discussion Only the final ordinance will be brought back for final vote
9. Motion to discuss and possibly approve banners for State Street
Motion made by Admin Chairman Costanza to discuss banners for State Street .

Motion made by Trustee Vance, Seconded by Trustee Cheek to approve banners for State Street.
Voting Yea: Trustee Cheek, Trustee Hubbard, Trustee Vance, President Richardson
Voting Nay: Admin Chairman Costanza
10. Motion to discuss status Lions Park
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.

- discussion only
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
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance
 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.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance
 13. Motion to discuss possible changes to the peddlers, hawkers and solicitors ordinance
Motion made by Trustee Cheek, Seconded by Trustee Vance.
discussion only final ordinance will come before the board for final vote.
 14. Motion to discuss Christmas Tree Lighting
Motion made by Trustee Vance, Seconded by Admin Chairman Costanza.
discussion only Christmas tree lighting will be held on November 22, 2025
 15. Motion to discuss elected officials' training
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.
Meeting will be held on August 14, 2025 at 6:00pm
 16. Discussion on possible updates to the energy code
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.
discussion only ordinance will come before the board for final vote.
 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
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance
 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.
Motion made by Trustee Vance, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance

GOOD OF THE VILLAGE

Village Hall Closed for July 4th Holiday

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

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

Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance
went into executive session at 8:24 pm

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

Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance
came back into open session at 8:46 pm

ADJOURNMENT (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard. Motion passed by voice vote.

the meeting adjourned at 8:47 pm