



# VILLAGE OF POPLAR GROVE

*"A Great Place to Call Home"*

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## VILLAGE BOARD OF TRUSTEES

**Wednesday, April 22, 2026 - 7:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### MINUTES

#### CALL TO ORDER

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

#### 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 Laura Goding

Building Official Ken Garrett

Engineer Chris Dopkins

Waste Water Director Ion Steer

Public Works Director David Howe

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF PHONE PARTICIPATION (Roll Call)

None

#### APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Hubbard, Seconded by Trustee Vance. Motion passed via voice vote.

### **APPROVAL OF MINUTES (Voice Vote)**

1. Motion to discuss/approve Public Hearing Minutes from April 8, 2026  
Motion made by Finance Chairman Goings, Seconded by Trustee Cheek. The motion passed via voice vote.
2. Motion to discuss/approve Board of Trustees Meeting Minutes from April 08, 2026.  
Motion made by Trustee Allgood, Seconded by Admin Chairman Costanza. Motion passed via 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.*

None

### **DEPARTMENT REPORTS**

3. Collector, Miller
4. Public Works, Howe  
No questions
5. Wastewater, Test  
No questions
6. Engineer, McMahon

### **UNFINISHED BUSINESS**

7. Motion to discuss/approve **Resolution 2026-20**, a resolution of the Village of Poplar Grove, Illinois, approving a lease agreement with Aaron Eckberg for the property located at 111 Park Street, Poplar Grove, Illinois 61065.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
Motion made by Trustee Cheek, Seconded by Trustee Hubbard, to amend the address to read 111 Park Street. Motion passed via voice vote.
8. Motion to discuss/approve **Resolution 2026-21**, a resolution of the Village of Poplar Grove, Illinois, approving the Employee Handbook.  
Motion made by Trustee Cheek, Seconded by Trustee Vance.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
9. Motion to discuss/approve Resolution 2026-22, a resolution of the Village of Poplar Grove, Illinois, authorizing and approving a Menards rebate policy.  
Motion made by Trustee Vance, Seconded by Trustee Hubbard.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
10. Motion to discuss/approve **Ordinance 2026-10**, the Appropriation Ordinance of the Village of Poplar Grove, Boone County, Illinois.  
Motion made by Trustee Vance, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

11. Motion to discuss/approve **Ordinance 2026-11**, an ordinance amending Title IX “Subdivision Control,” Chapter 3 “Procedures and Requirements,” Section 9-3-5 “Completion and Maintenance of Improvements,” of the Code of Ordinances for the Village of Poplar Grove.  
Motion made by Trustee Cheek, Seconded by Trustee Vance.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard to lay over until May 13, 2026. Motion passed via voice vote.
12. Motion to discuss/approve Driveway Easement for 101 N. State Street  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to amend the insurance clause.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance to approve as amended.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

#### **NEW BUSINESS**

13. Motion to discuss/approve check disbursement for payments scheduled to be paid April 23, 2026, in the amount of \$48,625.12 in AP checks, \$35,253.72 in EFTs, and estimated payroll of \$21,137.44 for a total of \$105,016.28.  
Motion made by Trustee Allgood, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
14. Motion to discuss increasing the number of chickens allowed in the Village of Poplar Grove from 6 to 10.  
Motion made by Finance Chairman Goings, Seconded by Trustee Allgood.  
Discussion only
15. Motion to discuss/approve **Resolution 2026-19**, a resolution of the Village of Poplar Grove adopting IDOT’s MFT audit for years 2012–2022 and authorizing signatures on supplemental resolutions and expenditure statements.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
16. Motion to discuss/approve **Resolution 2026-18**, a resolution of the Village of Poplar Grove authorizing the Village to enter into a professional services agreement for design and construction engineering services for the 2026 Pavement Maintenance Program.  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

#### **GOOD OF THE VILLAGE**

Board of Trustees Meeting - May 13, 2026 - 7:00 pm

Board of Trustees Meeting - May 27, 2026 - 7:00 pm  
Village Hall Closed May 25, 2026, for Memorial Day  
Frontier and Surf Internet will be performing utility work throughout the Village starting in April. Signs will be posted. Look to social media and our website for details once the work begins.

#### **EXECUTIVE SESSION**

17. 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.  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to go into executive session.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
Went into executive session at 7:52 pm  
Motion made by Trustee Allgood, Seconded by Finance Chairman Goings to go back into open session.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
came out of executive session at 8:17 pm  
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 Laura Goding

#### **ADJOURNMENT (Voice Vote)**

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

The meeting adjourned at 8:18 pm