



# VILLAGE OF POPLAR GROVE

*"A Great Place to Call Home"*

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## VILLAGE BOARD OF TRUSTEES

**Wednesday, August 14, 2024 - 7:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### **CALL TO ORDER**

The meeting called to order by President Don Sattler at 7:20pm

### **ROLL CALL**

President Don Sattler  
Admin Chairman Owen Costanza  
Finance Chairman Jeff Goings at 7:05 pm  
Trustee Dan Cheek  
Trustee Austin Davies  
Trustee Betsy Straw  
Trustee Bruce Moore  
Clerk Karri Miller  
Attorney Richard Breun  
Treasurer Carina Boyd  
Public Works Director David Howe  
Building Official Ken Garrett

### **PLEDGE OF ALLEGIANCE**

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

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

The motion was made by Admin Chairman Costanza and seconded by Trustee Moore. Motion passed by voice vote.

The motion was made by Admin Chairman Costanza and seconded by Finance Chairman Goings to discuss legal bills. Motion passed by voice vote.

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

1. Motion to approve Public Hearing meeting minutes July 10, 2024.

The motion was made by Admin Chairman Costanza and seconded by Trustee Moore. The motion was approved by voice vote.

Motion made by Trustee Davies, Seconded by Admin Chairman Costanza to amend the minutes to fix the closing of the public hearing from 7:53 pm to 7:23 pm. The motion was approved by voice vote

2. Motion to approve minutes from June 19, 2024 Board of Trustee Minutes. Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza. Trustee Straw requested changes to the minutes. minutes held over for correction.
3. Motion to approve July 10, 2024 Board of Trustee Meeting minutes. 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.*

Owen Costanza - Mr. Costanza read a Response letter from Sosnowski Szeto dated July 19, 2024, regarding comments made by Trustee Austin Davies. Clarification on the elimination of the village administrator position in 2018.

#### **NEW BUSINESS**

4. Motion to discuss/approve the Petition for amendment to the Annexation Agreement with Gerstad Builders, Inc. and Harris Farms, Oak Lawn LTD. Motion made by Admin Chairman Costanza, Seconded by Trustee Austin. Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to amend the agreement to add the 10-year extension into the agreement. Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw
5. Motion to discuss/approve a new liquor license for GOE, LLC d/b/a Ocello's Pizza & Italian Restaurant for Class A,D,J. Motion made by Trustee Davies, Seconded by Admin Chairman Costanza. Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw Giesseppa Ocello - Ocello Pizza is expected to be open in late September or early October.
6. Motion to discuss/approve The Shortline, Inc. Class E liquor license.

Motion made by Trustee Davies, Seconded by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek,  
Trustee Davies, Trustee Moore, Trustee Straw  
Clerk Miller stated that the license is for the fly in event at the Poplar Grove Airport

7. Motion to discuss/approve quote from Sabel Mechanical for the Collection Point Pump in the amount of \$30,079.12.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw  
Public Works Director Howe went over the need for the pump. PWD Howe stated that the Village has an agreement with Sabel.  
President Sattler asked if the Village needed to get quotes on the pump.  
Clerk Miller stated that the Village has a standing agreement with Sabel.
8. Motion to discuss/approve bid approval for East Edson Public Works shop residing and roof repair.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw  
PWD Howe went over the quotes and stated Martin was the lowest quote.
9. Motion to discuss SCADA and Complete Integration & Services update.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.  
Trustee Goings stated the need to create a detailed plan outlining what needs to be done, including timeframes. Afterward, a comprehensive game plan will be developed.  
PWD Howe stated the Estimated cost: \$150,000+ for the entire project.
10. Motion to discuss/approve Electrical Aggregate program to the lowest bidder for Village service.  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.  
PWD Howe stated that the current program expires on September 30.  
Trustee Straw asked if the Village had looked into solar options. PWD Howe stated that he has and the state solar program has changed.  
Trustee Goings asked if our electrical aggregate representative could come and report to the board.  
PWD Howe will reach out to the representative and put it on the agenda for next week.
11. Motion to discuss/approve Cleaning quotes for Village Hall.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Straw.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw

Treasurer Carina Boyd went over the cleaning quotes. Morgan Building Maintenance came in as the lowest quote.

12. Motion to discuss and possible action for bid approval with a Private Security Firm for Village Hall.  
The motion was made by Admin Chairman Costanza and seconded by Finance Chairman Goings.

Trustee Costanza expressed his desire to seek bids for private security services. He emphasized the need for security presence at Village Hall during the day and at meetings. Trustee Costanza noted that while the office staff has access to a panic button, it currently takes 20 minutes for assistance to arrive, which raises concerns. He also mentioned that his concerns were heightened after viewing the executive session video.

Trustee Moore asked if there had been any threats made to staff by any elected officials

**\*\*Laureen Randall - Public Comment:\*\***

Mrs. Randall inquired about the proper procedure for addressing items after the public comment period has ended. She also expressed concern that the board should avoid questioning individuals while the person accused of harassment is present.

Trustees asked staff to get quotes for bullet proof glass for the windows.

- 12.a Discussion on Legal Bills

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.  
Trustee Costanza requested a review of the bills, specifically questioning why the village was charged \$30,000 for six weeks of work. The trustees asked the treasurer to email all bills to the board for their review.  
discussion only.

### **EXECUTIVE SESSION**

13. Motion to go into executive session pursuant to 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 Trustee Cheek.

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw

Went into closed session at 8:50pm

came back into open session at 9:15pm

**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  
Attorney Richard Bruen

**NEW BUSINESS**

14. Motion to discuss/approve the release of audio and video for the July 10, 2024 Executive Session meeting.  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek  
Voting Nay: Trustee Davies, Trustee Moore  
Voting Abstaining: Trustee Straw  
Attorney Bruen stated the motion passed  
Trustee Costanza went over the video and what it shows.  
Trustee Straw stated that she abstained pending litigation

**ADJOURNMENT (Voice Vote)**

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek. Motion passed by voice vote  
meeting adjourned at 9:32 pm