



# VILLAGE OF POPLAR GROVE

*"A Great Place to Call Home"*

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## VILLAGE BOARD OF TRUSTEES

**Wednesday, May 14, 2025 - 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 by 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 Aaron Szeto (after appointment)  
Engineer Chris Dopkins (after appointment)  
Public Works Director David Howe

### PLEDGE OF ALLEGIANCE

### APPROVAL OF PHONE PARTICIPATION (Roll Call)

### APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings. Motion passed by voice vote.

### APPROVAL OF MINUTES (Voice Vote)

1. Discuss/approve meeting minutes from April 9, 2025 Board of Trustees Meeting  
Motion made by Trustee Vance, Seconded by Admin Chairman Costanza. Motion passed by voice vote

2. Discuss/approve meeting minutes from April 16, 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.*

No public comment

### **UNFINISHED BUSINESS**

3. Discuss/approve tree quote for replacement tree on North Boone Fire District 3 property.  
Motion made by Trustee Vance, Seconded by Admin Chairman Costanza  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to table until June 11.

### **NEW BUSINESS**

4. Discuss/approve **Resolution 2025-02** a resolution appointing Sosnowski Szeto, LLP as the Village Attorney for the Village of Poplar Grove, Illinois  
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
5. Discuss/approve **Resolution 2025-03** a resolution appointing McMahon Associates as the Village Engineer for the Village of Poplar Grove, Illinois  
Motion made by Trustee Vance, Seconded by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
Voting Abstaining: Finance Chairman Goings
6. Discuss/approve **Resolution 2025-04** a resolution of the Village of Poplar Grove, Illinois appointing certain Village Officers  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
7. Discuss/approve **Ordinance 2025-04** an ordinance of the Village of Poplar Grove, Illinois, amending Title 1, Chapter 5, Section 1-5-1 of the Village of Poplar Grove code of ordinances regarding meetings of the Village Board of Trustees  
Motion made by Trustee Allgood, Seconded by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

8. Discuss/approve **Resolution 2025-05** a resolution of the Village of Poplar Grove, Illinois to approve the meeting schedule for the Village Board Meetings for 2025  
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
Motion made by Trustee Vance, Seconded by Trustee Allgood to move the 2nd meeting in November to November 19 and to move the 2nd meeting in December to December 17.  
  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
9. Discuss/approve **Resolution 2025-06** a resolution of the Village of Poplar Grove, Illinois, resolving to accept the quotes from Sabel Mechanical, LLC for FLYFT 3085 Pump repairs  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
10. Discuss/approve **Resolution 2025-07** a Resolution for the Village of Poplar Grove, Illinois, resolving to accept a quote from Chicago Audio & Video Design, LLC. for meeting room equipment  
Motion made by Trustee Cheek, Seconded by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
Voting Nay: Finance Chairman Goings  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood to approve with a 6-month warranty minimum  
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
Voting Nay: Finance Chairman Goings
11. Discuss/approve **Resolution 2025-08** a resolution of the Village of Poplar Grove, Illinois, authorizing Trustee Jeff Goings as chairperson of the Finance and Public Works Committee, Kristi Richardson as Village President, Karri Miller as Village Clerk, and Katie Jaster as Deputy Clerk to perform necessary village banking functions  
Motion made by Trustee Allgood, Seconded by Trustee Vance.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
12. Discuss/approve **Ordinance 2025-05** an ordinance of the Village of Poplar Grove, Illinois, amending Ordinance 2023-20 to allow hens in residential areas and to delete the sunset outlined in Ordinance 2023-20  
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

13. Discuss/approve Sikich agreement  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
14. Discuss/approve Dorner quote to replace valve and actuator for the SBR 2 at the north plant  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
15. Discuss/approve check disbursement for payments scheduled to be paid before May 15, 2025, in the amount of \$96,911.66 in AP checks, \$17,148.25 in insurance expense checks, \$27,915.42 EFTs and \$20,651.32 Payroll for a total of \$162,626.65.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
16. Discussion on Committee of the Whole meetings  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Village board discussed moving to a Cmmittee of the Whole meeting.

**ADJOURNMENT (Voice Vote)**

Motion made by Finance Chairman Goings, Seconded by Trustee Allgood. The motion passed by voice vote

Meeting adjourned at 8:14 pm