



# VILLAGE OF POPLAR GROVE

*"A Great Place to Call Home"*

---

## VILLAGE BOARD OF TRUSTEES

**Wednesday, July 10, 2024 - 7:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

---

### **CALL TO ORDER**

The meeting was called to order by the Village President, Don Sattler, at 7:10 PM.

### **ROLL CALL**

#### **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 Keri-Lyn Krafthefer  
Treasurer Carina Boyd

### **PLEDGE OF ALLEGIANCE**

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

None

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

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

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

1. Motion to approve Special Village of Trustee Board Minutes from June 5, 2024  
Motion made by Trustee Cheek, Seconded by Admin Chairman Costanza. Motion passed by voice vote.

2. Motion to approve Board of Trustee Meeting Minutes from June 12, 2024  
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.*

Andrew Reitz - Mr. Reitz stated that at this time the Village should not hire a Village Administrator. Mr. Reitz stated that he has worked in government for 20 years and just retired. He stated that he has seen a lot of wasteful spending and believes a Village Administrator is not needed at this time.

Dave Rieherst - Mr. Rieherst feels that spending \$200,000.00 for an admin position with any chance of open hiring is not something he can support.

### **NEW BUSINESS**

3. Motion to discuss and possible action on **Ordinance 2024-15** An Ordinance appropriating for all corporate purposes for the Village of Poplar Grove, Illinois, for the fiscal year commencing on the 1st day of May, 2024 and ending on the 30th day of April, 2025 (FY 2025).

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

Voting Yea: Trustee Davies, Trustee More, Trustee Straw, President Sattler

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek

4. Presentation by auditors.

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.

Jim E. from Green Forensics discussed the progress of the forensic audit. They have scanned credit card receipts and inspected various invoices to ensure compliance with state laws and village policies. They expect to provide a draft report within 2-3 weeks.

5. Discussion and possible action to amend agreement with auditors to include additional years.

Motion made by Trustee Straw, Seconded by Trustee Davies.

Voting Yea: Trustee Davies, Trustee Moore, Trustee Straw, President Sattler

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek

President Sattler stated the this is modification to the auditor's engagement letter, clarifying the audit period to cover calendar years 2017 and 2022-2023.

### **UNFINISHED BUSINESS**

6. Motion to discuss and possible action regarding next steps related to BS&A software upgrade.

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.

Trustees and President Sattler discussed covering essential upgrades required for water billing and code compliance software. There were concerns regarding the current system's efficiency and potential vulnerabilities if the network is compromised. The discussion was deferred based on budgetary assessments.

#### **EXECUTIVE SESSION**

7. 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 and 5 ILCS 120/(c)(3) The selection of a person to fill a public office - Interview candidates for Village Administrator.

Motion made by Trustee Davies, Seconded by Trustee Straw to go into executive session.

Voting Yea: Trustee Cheek, Trustee Davies, Trustee Moore, Trustee Straw

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings

The board went into executive session at 8:27 pm

Motion made by Trustee Straw, Seconded by Trustee Moore to come out of executive session

Voting Yea: Trustee Davies, Trustee Moore, Trustee Straw

The board came out of executive session at 10:12 pm

#### **PRESENT**

President Don Sattler

Trustee Austin Davies

Trustee Bruce More

Trustee Betsy Straw

Clerk Karri Miller

Attorney Keri-Lynn Krafthefer

#### **ABSENT**

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings

Trustee Dan Cheek

#### **NEW BUSINESS**

8. Motion to discuss and possible action to hire a Village Administrator.  
Motion made by Trustee Straw, Seconded by Trustee Davies to table discussion and action to hire a Village Administrator. Motion passed by voice vote.
9. Motion to discuss/approve quote for the Ravens Crest entrance sign from Timber Line Sign Company.  
Motion made by Trustee Straw, Seconded by Trustee Davies to table discussion and action to approve quote for the Ravens Crest entrance Sign from Timber Line Sign Company. Motion passed by voice vote.

**ADJOURNMENT (Voice Vote)**

Motion made by Trustee Davies, Seconded by Trustee Straw. Motion passed by voice vote.  
The meeting adjourned at 10:13pm