



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, October 18, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Deputy Clerk Jaster called the meeting to order at 7pm.

ROLL CALL

PRESENT

Finance Chairman Eric Miller
Admin Chairman Owen Costanza
Trustee Dan Cheek
Trustee Betsy Straw
Trustee Kristi Richardson
Attorney Roxanne Sosnowski
Deputy Clerk Katie Jaster
Carina Boyd
Chris Dopkins

ABSENT

President Don Sattler
Trustee Jeff Goings

PLEDGE OF ALLEGIANCE

Motion made by Trustee Cheek to make Trustee Miller mayor pro tem, Seconded by Admin Chairman Costanza.

Motion carried by voice vote.

APPROVAL OF PHONE PARTICIPATION (Roll Call)

None.

APPROVAL OF AGENDA (Voice Vote)

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

Motion carried 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.*

None.

DEPARTMENT REPORTS

1. Engineer Report, McMahon
None.
2. Public Works Report, David Howe
None.
3. Treasurer Report, Carina Boyd
None.
4. Wastewater Report, TEST
None.

OLD BUSINESS

5. Motion to approve minutes from September 20, 2023 Board of Trustee Meeting
Motion made by Trustee Richardson, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
6. Motion to discuss and possible action for **Resolution 2023-22** A Resolution of the Village of Poplar Grove appointing an individual to fill a vacancy in the Planning and Zoning Commission - Austin Davies
Motion made by Admin Chairman Costanza for discussion and possible action on Resolution 2023-22 appointment of Austin Davies, Seconded by Trustee Cheek.
Attorney Sosnowski explained the findings behind the Resolution.
Voting Yea: Trustee Cheek, Trustee Straw, Trustee Richardson
Voting Nay: Finance Chairman Miller, Admin Chairman Costanza
Resolution fails with no to majority vote.
7. Motion to discuss and possible action of Lion's Club Agreement.
Motion made by Admin Chairman Costanza for discussion only on Lions Club agreement, Seconded by Trustee Cheek.
Attorney Sosnowski gave an update to the Board about the standing of the current proposed agreement to the Lions Club.

NEW BUSINESS

8. Motion to discuss and any possible action for proposals for updated Comprehensive Land Use Plan
Motion made by Trustee Cheek for discussion on the proposals for updated comprehensive land use plan, Seconded by Admin Chairman Costanza.
Attorney Sosnowski explained both companies that submitted proposals and what each cost was. Studio GWA came in with a bid of \$29,535 and Houseal Lavigne came in with a bid of \$59,910. Trustees discussed their options.
Motion made by Admin Chairman Costanza to amend the main motion to adopt Studio GWA, Seconded by Trustee Straw. Motion carried by voice vote.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
Voting Abstaining: Finance Chairman Miller
9. Motion to discuss 312 Briarwood Drive.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Trustee Costanza explained the permit issues that this property owner had with a vendor, but since has been resolved.
10. Motion to discuss and possible action for the Public Works Director's personal use of the Village vehicle during the winter months.
Motion made by Admin Chairman Costanza for discussion, Seconded by Trustee Cheek.
Attorney Sosnowski explain the request for Public Works Director Howe to use the Public Works truck during these next few months to have readily available access to assess the Village roads. Trustees discussed.
Motion made by Admin Chairman Costanza to amend and approve the use of the Village truck, Seconded by Trustee Straw.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
11. Motion to discuss and possible action for approval to purchase Boss plow set up for new 2022 Ram 2500 service truck in the amount of \$7,870 from Scott's Auto and RV.
Motion made by Admin Chairman Costanza for approval to purchase Boss plow set up for new 2022 Ram 2500 service truck, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
12. Motion to discuss and possible action to approve Orth Road Improvement - Section 23-00000-00-GM in the amount of \$170,554.91 to Curran Contracting Company, Inc.
Motion made by Trustee Richardson to approve Orth Road Improvement - Section 23-00000-00-GM, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson

13. Motion to discuss and possible action to approve State Street Improvements - Section 23-00011-00-RS in the amount of \$281,239.60 to Rock Road Companies, Inc.
Motion made by Admin Chairman Costanza to approve State Street Improvements - Section 23-00011-00-RS, Seconded by Trustee Richardson.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
14. Motion to discuss and possible action to approve pay application #1 for the new Public Works Building in the amount of \$447,340.71 to Larson & Larson Builders, Inc.
Motion made by Admin Chairman Costanza to approve pay application #1 for the new Public Works Building, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
15. Motion to discuss and possible action to approve check disbursement for payments scheduled to be paid prior to October 31, 2023, in the amount of \$1,076,307.06 in AP checks, \$22,526.48 in insurance expense checks, and \$4,253.14 EFTS for a total of \$1,103,086.68.
Motion made by Admin Chairman Costanza to approve check disbursements, Seconded by Trustee Richardson.
Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson

GOOD OF THE VILLAGE

Planning and Zoning Meeting October 25, 2023 - 6:00 pm

Trick or Treating Hours October 31, 2023 4pm-7pm

Board of Trustee Meeting November 8, 2023 - 7:00 pm

Board of Trustee Meeting November 15, 2023 - 7:00pm

10th Annual Tree Lighting, Village Hall, November 18, 2023 - 4pm-6pm

Trustee Richardson also added that the Communications Committee will be meeting on October 26, 2023 at 6:30pm.

ADJOURNMENT (Voice Vote)

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

Motion carried by voice vote.

Adjournment at 7:40pm.

KJ 11/8/2023