



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, November 12, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

Minutes

CALL TO ORDER

President Richardson called the meeting to order at 7 pm.

ROLL CALL

PRESENT

President Kristi Richardson

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Trustee Mark Vance

Deputy Clerk Katie Jaster

Roxanne Sosnowski

David Howe

ABSENT

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

None.

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Hubbard, Seconded by Trustee Cheek.

Motion approve by voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee Meeting Minutes from October 8, 2025

Motion made by Trustee Cheek, Seconded by Trustee Vance.

Motion approved 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.

UNFINISHED BUSINESS

2. Motion to discuss Lions Park Agreement
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion with consensus to have a meeting with Lion's Club. Trustee Vance and Cheek will meet on behalf of the Village.
3. Motion to discuss Liability insurance for the Village of Poplar from IMLRMA and ICRMT
Motion made by Trustee Allgood, Seconded by Trustee Hubbard.
Eric Little presented from IMLRMA.
Matt Ripplinger presented from ICRMT.
Discussion only.
4. Motion to discuss/approve Resolution **2025-26**, a Resolution Creating a Hiring Policy for the Village of Poplar Grove.
Motion made by Trustee Cheek, Seconded by Trustee Vance.
Discussion.
Motion made by Trustee Allgood to lay over until November 19, 2025 Board Meeting, Seconded by Trustee Hubbard.
Motion approved by voice vote.
5. Motion to discuss/approve **Resolution 2025-27**, a Resolution of the Village of Poplar Grove, Illinois authorizing the Village to approve a revision to the Village Hall Rental Agreement and Policy.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Discussion.
Motion made by Trustee Hubbard to lay over until November 19, 2025 Board Meeting, Seconded by Trustee Allgood.
Motion approved by voice vote.
6. Motion to discuss/approve Ordinance 2025-29, an Ordinance amending Title II Business and License Regulations, Chapter 6 Raffles, Section 2-6-5 Issuance and Section 2-6-6 Fees of the Code of Ordinances for the Village of Poplar Grove.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Discussion.
Resident Michele Burke spoke.
Motion made by Trustee Vance to eliminate language in section B and refer to section 2-6-1, Seconded by Trustee Cheek.
Motion approved by voice vote.
Motion made by Trustee Vance to approve as amended, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

7. Motion to discuss **Ordinance 2025-30**, an Ordinance authorizing the levy and collection of taxes for the General Corporate, Liability Insurance, Social Security and Audit purposes for the fiscal year commencing on May 1, 2025 and ending on April 30, 2026 for the Village of Poplar Grove, Boone County, Illinois.
Motion made by Trustee Cheek, Seconded by Trustee Vance.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
8. Motion to discuss BS&A payments
Motion made by Trustee Hubbard, Seconded by Trustee Allgood.
Discussion with consensus to move forward with contract.
9. Motion to discuss/approve the hiring of Trenton Davis to full time Public Works employee
Motion made by Trustee Hubbard, Seconded by Trustee Cheek.
Discussion.
Motion made by Trustee Hubbard to approve hire, Seconded by Trustee Vance.
Voting Yea: Trustee Cheek, Trustee Hubbard, Trustee Vance
Voting Nay: Trustee Allgood
10. Motion to discuss/approve check disbursement for payments scheduled to be paid November 13, 2025, in the amount of \$105,314.94 in AP checks, \$35,506.92 in EFTs, \$23,282.08 in Insurance for a total of \$164,103.94
Motion made by Trustee Cheek, Seconded by Trustee Vance.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
11. Motion to discuss **Ordinance 2024-06**, an Ordinance of the Village of Poplar Grove, Illinois amending Title I, Chapter 6 of the Village of Poplar Grove Code of Ordinances regarding Village Officer and Employee Salaries.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion with consensus to move forward with every 6 months.

GOOD OF THE VILLAGE

Board of Trustees Meeting - November 19, 2025-7:00 pm
12th Annual Christmas Tree Lighting - November 22, 2025 - 4:00 pm -6:00 pm
Village Hall closed for Thanksgiving Holiday November 27-28, 2025
Board of Trustees Meeting - December 10, 2025 - 7:00 pm
Board of Trustees Meeting - December 17, 2025 - 7:00 pm

EXECUTIVE SESSION

12. Motion to go into executive session pursuant to 5 ILCS 120/2(c)(11) to discuss 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, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
At 9:38 pm.
Motion made by Trustee Vance to reconvene, Seconded by Trustee Cheek.

PRESENT

President Richardson
Trustee David Allgood
Trustee Dan Cheek
Trustee Sinae Hubbard
Trustee Mark Vance
Deputy Clerk Katie Jaster
Roxanne Sosnowski

ABSENT

Admin Chairman Owen Costanza
Finance Chairman Jeff Goings

ADJOURNMENT (Voice Vote)

Motion made by Trustee Cheek, Seconded by Trustee Vance.
Motion approved by voice vote.
Adjourned at 9:48 pm.