



# VILLAGE OF POPLAR GROVE

*"A Great Place to Call Home"*

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## VILLAGE BOARD OF TRUSTEES

**Wednesday, May 27, 2026 - 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 7:00pm

#### 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 Laura Goding  
Waste Water Ion Steer

#### 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. The motion passed by voice vote.

#### APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee Meeting minutes from May 13, 2026

Motion made by Trustee Vance, Seconded by Trustee Cheek. The motion was 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.*

## **DEPARTMENT REPORTS**

2. Wastewater, Test  
No questions
3. PublicWorks, Howe  
No questions
4. Collector, Miller  
No questions
5. Eningeer, McMahon  
No questions
6. Treasurer  
No questions

## **UNFINISHED BUSINESS**

7. Motion to discuss Pitney Bowes Relay 5000 Inserting System  
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.  
Discussion Only
8. Motion to discuss/approve **Resolution 2026-31**, a resolution of the Village of Poplar Grove, Illinois, authorizing the Village to enter into an intergovernmental agreement with Boone County, Illinois, regarding Poplar Grove Road improvements.  
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  
Motion made by Finance Chairman Goings, Seconded by Trustee Cheek to recall the item. The Motion was passed by a voice vote.  
Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza to amend the agreement to read Boone County.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
9. Motion to discuss/approve **Ordinance 2026-11**, an ordinance amending Title IX "Subdivision Control," Chapter 3 "Procedures and Requirements," Section 9-3-5 "Completion and Maintenance of Improvements," of the Code of Ordinances for the Village of Poplar Grove.

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

10. Motion to discuss/approve **Ordinance 2026-13**, an Ordinance amending section 5-3-1 "Fires" of the code of ordinances for the Village of Poplar Grove, regarding open burning regulations  
Motion made by Admin Chairman Costanza, Seconded by Trustee Allgood.  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings. The motion was passed by voice vote.

#### **NEW BUSINESS**

11. Motion to discuss/approve **Resolution 2026-27**, a resolution of the Village of Poplar Grove, Illinois, correcting previously assigned resolution numbers.  
Motion made by Admin Chairman Costanza.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,  
Trustee Cheek, Trustee Hubbard, Trustee Vance
12. Motion to discuss/approve **Resolution 2026-28**, a resolution of the Village of Poplar Grove, Illinois, approving the preliminary and final plat of subdivision for the real property commonly known as 13675 IL Route 76, Poplar Grove, Illinois, with PIN 03-26-200-010 and an approximately 0.3-acre portion of PIN 03-26-200-008.  
Motion made by Trustee Allgood, Seconded by Trustee Vance.  
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to approve pending building and engineer approval.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,  
Trustee Cheek, Trustee Hubbard, Trustee Vance
13. Motion to discuss/approve **Resolution 2026-29**, a resolution of the Village of Poplar Grove authorizing public bid letting for the 2026 Pavement Maintenance Program.  
Motion made by Trustee Cheek, Seconded by Trustee Vance.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,  
Trustee Cheek, Trustee Hubbard, Trustee Vance
14. Motion to discuss/approve **Resolution 2026-30**, a resolution of the Village of Poplar Grove, Illinois, authorizing the Village to enter into an intergovernmental agreement with the Boone County Conservation District for temporary construction access.  
Motion made by Trustee Allgood, Seconded by Trustee Hubbard.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,  
Trustee Cheek, Trustee Hubbard, Trustee Vance
15. Motion to discuss/approve check disbursement for payments scheduled to be paid May 28, 2026, in the amount of \$142,528.14 in AP checks, \$22,928.33 in EFTs, and estimated payroll of \$22,000.00 for a total of \$187,456.47.

- Motion made by Trustee Allgood, Seconded by Finance Chairman Goings.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,  
Trustee Cheek, Trustee Hubbard, Trustee Vance
16. Motion to discuss Veteran's Park improvements.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.  
Discussion only
17. Motion to discuss Health/Dental/Vision insurance renewals.  
Motion made by Trustee Hubbard, Seconded by Admin Chairman Costanza.  
Discussion only.
18. Motion to discuss 457(b) saving plan.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Hubbard.  
Discussion only
19. Motion to discuss upgrades to the village website and agenda software.  
Motion made by Trustee Vance, Seconded by Admin Chairman Costanza.  
Discussion only.
20. Motion to discuss P.C. Tech managed Services.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.  
Discussion only.

### **GOOD OF THE VILLAGE**

#### **Village Hall Closed May 25, 2026, for Memorial Day**

Planning and Zoning Meeting - June 9, 2026 – 6:00 pm

Board of Trustees Meeting - June 10, 2026 - 7:00 pm

#### **12th Annual Neighbors Fest - June 13, 2026 - 4:00 pm - 9:00 pm**

Board of Trustees Meeting - June 24, 2026 - 7:00 pm

#### **Village Hall Closed July 3, 2026, for 4th of July**

### **EXECUTIVE SESSION**

21. 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, 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 Trustee Allgood, Seconded by Admin Chairman Costanza to go into executive session.  
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance  
Went into executive session at 8:39 pm

Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza to come out of executive session.

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance.

Came out of executive session at 8:52 pm

**ADJOURNMENT (Voice Vote)**

Motion made by Trustee Vance, Seconded by Finance Chairman Goings. Motion passed by voice vote.

Them meeting adjourned at 8:53 pm