



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, October 22, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

The meeting was called to order at 7:00pm by President Richardson

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
Attorney David Kurlinkis
Clerk Karri Miller
Building Official Ken Garrett
Engineer Chris Dopkins

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

No phone participation

APPROVAL OF AGENDA (Voice Vote)

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee Meeting Minutes from September 24, 2025.

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

DEPARTMENT REPORTS

2. Eningeer, McMahon
No questions
3. PublicWorks, Howe
No questions
4. WasteWater, Test
Trustee Goings asked Engineer Dopkins to look into why the South Plant Comed bill is so high.

UNFINISHED BUSINESS

5. Motion to disucss Hiring Policy
Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza.
Discussion only
6. Motion to discuss Lions Park Agreement
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only

NEW BUSINESS

7. Motion to approve **Ordinance 2025-27**, an ordinance of the Village of Poplar Grove authorizing a special use permit for a restaurant with drive-through for the property commonly known as 13675 IL Route 76, Poplar Grove, IL, with PIN 03-26-200-010, and for an approximately 0.30 acre portion of the property with PIN 03-26-200-008 located in the GB (General Business) District.
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. Motion to approve **Ordinance 2025-28**, an ordinance rezoning an approximately 0.30 acre portion of the property with PIN 03-26-200-008 from R-2 (Single Family Residential 2 District) to GB (General Business) in the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Goings, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

9. Motion to discuss/approve check disbursement for payments scheduled to be paid October 23, 2025, in the amount of \$394,576.36 in AP checks, \$22,694.83 in EFTs, \$16,806.60 in Insurance, and estimated payroll of \$56,947.71 for a total of \$491,025.50
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
10. Motion to discuss Raffle Permit Ordinance
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only
11. Motion to discuss Hall Rentals
Motion made by Admin Chairman Costanza, Seconded by Trustee Vance.
Discussion Only
12. Motion to discuss ADT Quote for security/fire and cameras
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings.
Discussion only
13. Motion to discuss Liability insurance for the Village of Poplar from IMLRMA and ICRMT
Motion made by Trustee Cheek, Seconded by Finance Chairman Goings.
Discussion only
14. Motion to discuss permit inspection, code enforcement and zoning services
Motion made by Trustee Vance, Seconded by Trustee Hubbard.
Discussion only

GOOD OF THE VILLAGE

Trick-Or-Treating - October 31, 2025 - 4:00 pm to 7:00 pm

Board of Trustee Meeting - November 12, 2025- 7:00 pm

Board of Trustees Meeting - November 19, 2025-7:00 pm

Village Hall closed for Thanksgiving Holiday November 27-28, 2025

EXECUTIVE SESSION

15. 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 Finance Chairman Goings, Seconded by Trustee Hubbard.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
went into executive session at 9:09 pm

Motion made by Finance Chairman Goings, Seconded by Trustee Vance.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood,
Trustee Cheek, Trustee Hubbard, Trustee Vance
went into open session at 9:17pm

PRESENT

President Kristi Richardson
Admin Chairman Owen Costanza
Finance Chairman Jeff Goings
Trustee David Allgood
Trustee Dan Cheek
Trustee Sinae Hubbard
Trustee Mark Vance
Attorney David Kurlinkis
Clerk Karri Miller

NEW BUSINESS

16. Motion to approve **Resolution 2025-24**, a resolution of the Village of Poplar Grove, Illinois, approving and authorizing the Village President to execute a settlement agreement with Louis Tenore, Jr.
Motion made by Finance Chairman Goings, Seconded by Admin Chairman Costanza.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
17. Motion to approve **Resolution 2025-25**, a resolution of the Village of Poplar Grove, Illinois, approving and authorizing the Village President to execute a settlement agreement with Kristen Lee Tenore.
Motion made by Finance Chairman Goings, Seconded by Trustee Vance.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

ADJOURNMENT (Voice Vote)

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

The meeting adjourned at 9:19pm