



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, October 08, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

President Kristi Richardson
Attorney Roxanne Sosnowski
Admin Chairman Owen Costanza via phone
Trustee David Allgood
Trustee Dan Cheek
Trustee Sinae Hubbard
Trustee Mark Vance
Attorney Roxanne Sosnowski
Public Works Director Howe

ABSENT

Finance Chairman Jeff Goings
Clerk Karri Miller

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

Motion made by Trustee Cheek, Seconded by Trustee Allgood.

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

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Cheek, Seconded by Trustee Hubbard.

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

Motion made by Trustee Vance, Seconded by Trustee Hubbard to move up item 6 and 7 to before unfinished business.

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustees Meeting minutes from September 10, 2025

Motion made by Trustee Vance, Seconded by Trustee Cheek.

Voting Yea: Admin Chairman Costanza, Trustee Cheek, Trustee Hubbard, Trustee Vance

Voting Abstaining: Trustee Allgood

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

UNFINISHED BUSINESS

2. Motion to discuss 100 S. State Street (old village hall)
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only

3. Motion to discuss Ravenscrest sign and entrance
Motion made by Trustee Hubbard, Seconded by Trustee Allgood.

Larry Snyder

Mr. Snyder spoke about the subdivision entrance, noting it was built in 1997 to attract homebuyers and that its current poor condition has hurt property values. He and his wife maintained the area for years but stopped due to cost and age. He stated that requests for reimbursement were denied and the area became overgrown. Mr. Snyder said residents described it as “destroyed,” not “maintained.” He added that a new sign is ready for installation and questioned claims that trees died from disease, suggesting weed killer may have caused the damage. He also mentioned safety concerns that others would address.

Tracy Tartaglia

Ms. Tartaglia stated that she, along with Yvonne and Larry, developed a plan to restore and beautify the subdivision entrance. She explained that they spent last spring and summer researching low-maintenance, cost-effective materials, trees, and plants to

enhance the area. She said they visited multiple stores to compare options and create a design plan. Ms. Tartaglia asked the Village to consider their research so they can move forward with restoring the entrance to its original appearance.

James Trigger

Mr. Trigger stated that the subdivision sign and trees were installed in 1996. He said he lives near the entrance and personally witnessed Village staff heavily spraying the area, which he believes caused damage. He also recalled the county plowing snow against the sign in 2013, cracking the curb. Mr. Trigger urged the Village to take responsibility for the damage, repair or replace what was removed, and restore the entrance to its original condition.

Yvonne Sorrer

Ms. Sorrer urged the Village to take immediate action to repair and restore the subdivision entrance. She stated that the area, following the removal of the original structure, has become a safety hazard for drivers, pedestrians, and residents. She reported several accidents and near-misses due to the flat, unclear layout of the entrance, noting she recently witnessed a vehicle blow a tire. Ms. Sarver emphasized that restoration is necessary for both safety and appearance and that residents favor a more cost-effective, community-friendly solution rather than paving over the area.

Discussion Only

4. Motion to discuss Lions Park Agreement
Motion made by Trustee Hubbard, Seconded by Trustee Vance.
Discussion only
5. Motion to discuss/approve **Ordinance 2025-26**, an ordinance of the Village of Poplar Grove, Illinois, amending section 5-8-2, code hearing division established, and section 5-8-12, judgment on findings, decision, order, of article v, chapter 8, code enforcement hearing division established
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

6. Motion to discuss FY2025 Audit Presentation by Lauterbach and Amen
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Jen Martinson from Lauterbach & Amen presented the audit to the board

7. Motion to discuss/approve **Resolution 2025-23**, a resolution of the Village of Poplar Grove, Illinois, approving the annual audit for the fiscal year May 1, 2024 - April 30, 2025
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
8. Motion to discuss/approve check disbursement for payments scheduled to be paid October 9, 2025 in the amount of \$31,121.28 in AP checks, \$34,506.79 in EFTs, \$0.00 in Insurance and estimated payroll of \$20,916.34 for a total of \$86,544.41
Motion made by Trustee Allgood, Seconded by Trustee Vance.
Voting Yea: Admin Chairman Costanza, Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

Trustee Costanza left the meeting at 8:01pm

9. Motion to discuss Hiring Policy
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Motion made by Trustee Hubbard, Seconded by Trustee Cheek to move to the October 22, 2025 meeting.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
10. Motion to discuss West Grove park improvements
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Discussion only
11. Motion to discuss/approve **Resolution 2025-24**, a resolution of the Village of Poplar Grove, Illinois, approving and authorizing the Village President to execute settlement agreements with Louis Tenore, Jr. and Kristen Lee Tenore, respectively.
Motion made by Trustee Allgood, Seconded by Trustee Cheek to move to October 22, 2025 board meeting. Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

GOOD OF THE VILLAGE

Planning and Zoning Commission Meeting - October 14, 2025 - 6:00 pm

Board of Trustee Meeting - October 22, 2025 - 7:00 pm

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

Board of Trustee Meeting - November 12, 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 Allgood, Seconded by Trustee Hubbard.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
entered executive session at 8:14 pm

Motion made by Trustee Hubbard, Seconded by Trustee Allgood to come out of
executive session.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
out of executive session at 8:36 pm

PRESENT

President Kristi Richardson

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Trustee Mark Vance

Attorney Roxanne Sosnowski

ABSENT

Finance Chairman Jeff Goings

Admin Chairman Owen Costanza

ADJOURNMENT (Voice Vote)

Motion made by Trustee Hubbard, Seconded by Trustee Allgood. Motion passed via voice vote.
The meeting adjourned at 8:36pm