



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Tuesday, May 14, 2024 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

<https://www.youtube.com/watch?v=8ZzdeOdv81g>

CALL TO ORDER

the meeting was Called to order by Village President Don Sattler at 7 pm.

ROLL CALL

PRESENT

President Don Sattler

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings

Trustee Dan Cheek

Trustee Betsy Straw

Trustee Austin Davies

Trustee Bruce Moore (once sworn in)

Clerk Karri Miller

Attorney Aaron Szeto

Treasurer Carina Boyd

Engineer Chris Dopkins

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

none

APPROVAL OF AGENDA (Voice Vote)

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

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to move items 10 and 11 to the beginning of unfished business, add discussion of Lauterbach & Amen

letter to unfinished business, and add discussion of P.A.C letter under new business. Motion passed via voice vote.

Motion made by Trustee Davies, Seconded by Trustee Straw to move item 19 to the top of new business. Motion passed via voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee Meeting minutes from April 17, 2024.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek. Motion passed by voice vote.
Motion made by Trustee Davies, Seconded by Trustee Straw to add to item 15 Attorney Szeto explained the state statute and that the reports are not in compliance with the state statute. Motion passed by voice vote.

Motion made by Trustee Straw, Seconded by Trustee Davies to add a public comment in front of David Allgood on item 14 and change a few to fee and change it to too from item 9. Motion 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.*

David Allgood - David Allgood expressed concerns about the board's actions, the appointment process, and the need for more proactive engagement with state officials and neighboring communities.

DEPARTMENT REPORTS

2. Engineer Report, McMahon
no questions for Engineer Dopkins
3. Public Works Report, David Howe
No questions for Director Howe
4. Treasurer Report, Carina Boyd
Treasurer Boyd will meet with Trustee Straw later this month to go over how things are done in the Treasurer Department.
5. Wastewater Report, TEST
Clerk Miller stated that Test is currently hiring for the Poplar Grove Waster Water Plant.

UNFINISHED BUSINESS

6. Motion to discuss/approve **Ordinance 2024-10** An Ordinance of the Village of Poplar Grove, Illinois Granting an amendment to Special Use Permit 2018-03 to allow residential uses within the hangars at Poplar Grove Airport (11619 Illinois Route 76).

Motion made by Admin Chairman Costanza, Seconded by Trustee Davies.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek,
Trustee Straw, Trustee Davies

Attorney Szeto explained the current airport has an existing Special Use Permit that authorizes the use of the airport and the museum. There are residential units built within hangars, which the current zoning does not contemplate. The airport requested an amendment to their Special Use Permit to allow residential hangars. This request was discussed at the Planning and Zoning Commission meeting last month.

Board members asked questions and discussed the ordinance

7. Motion to discuss/approve modification of Building Code requirements regarding Residential Units within Hangars at Poplar Grove Airport.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies
Attorney Szeto went over the modifications to building code requirements for residential units within hangars at Poplar Grove Airport.
Attorney Gino Galuzzo on behalf of Steve Thomas stated that the code is a different standard than the standard residential code. Attorney Galuzzo stated the airport's goal is compliance.
The board discussed whether to require tenants to sign a waiver to protect the village from liability in case of deviations from building codes. The board felt it was not necessary at this time to require waivers
8. Motion to discuss/approve Ordinance for water/sewer credit for Pacemaker.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Trustee Goings stated he talked to the company and received a response from the company that he emailed out to the board.
Trustee Straw asked how much the credit would be per year.
Attorney Szeto will draft an ordinance for sewer credit for commercial businesses that have filter water machines.
9. Motion to discuss forensic audit quotes.

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
President Sattler went over the quotes that he received and the board asked questions.

10. Motion to discuss/approve forensic audit quotes.

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

The board discussed the quotes received for a forensic audit and the need to narrow down the options.

Trustee Costanza stated that he feels the board should not do anything with the forensic audit until Lauterbach & Amen is down with the FY 2023-2024 audit

Motion made by Trustee Straw, Seconded by Trustee Cheek to table indefinitely.

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies

- 10.5 Motion to discuss Lauterbach & Amen letter

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

Trustee Costanza stated that he feels President Sattler should re sign the engagement letter and now that the forensic audit has been put on hold.

President Sattler agreed to resign the letter.

NEW BUSINESS

11. Motion to discuss and appoint Bruce Moore as Trustee to fill the vacancy of Kristi Richardson to Poplar Grove Village Board.

Motion made by Trustee Davies, Seconded by Trustee Straw.

Voting Yea: Admin Chairman Costanza, Trustee Straw, Trustee Davies

Voting Nay: Finance Chairman Goings, Trustee Cheek

Public comment David Allgood expressed concerns about Bruce Moore's suitability for the trustee position, citing past and current behavior and historical controversies.

Trustee Costanza asked to share his vision and plans for the community.

Mr. Moore stated issues like parking and the importance of community engagement through platforms like Facebook.

Clerk Miller swore in Bruce Moore as Trustee

12. Motion to discuss/approve to approve check disbursement for payments scheduled to be paid prior to May 31, 2024, in the amount of \$204,608.94 in AP checks, \$17,487.41 in insurance expense checks, \$25,344.53 EFTS, and Payroll with estimates included \$72,836.66 for a grand total of \$320,277.54.

Motion made by Admin Chairman Costanza, Seconded by Finance Chairmen Goings.

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies, Trustee Moore

Trustee Straw asked if the Amazon bill was a credit card. Trustee Costanza stated that it was a line of credit.

13. Motion to discuss/approve additional scope of work regarding Comprehensive Plan.
Motion made by Admin Chairmen Costanza, Seconded by Trustee Cheek.

Attorney Szeto - explained the comp plan went to Planning and Zoning members last month and Planning and Zoning members would like a 2nd open house and most of them missed the 1st meeting. Consultant willing to conduct additional sessions for \$1,260

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek not to exceed \$2,000.

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies, Trustee Moore

14. Motion to discuss/approve Petting Zoo for Neighbors Night.

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

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies, Trustee Moore

Treasurer Boyd stated she finally heard from Sunshine farms and the contract is in the packet.

public comment Amy Ekberg stated that FFA is willing to do the petting zoo for free and that she would give the contact information over to the village on who she spoke to. the board discussed both options.

15. Motion to discuss total expenditures and not to exceed amount for Community Events.
Motion made by Admin Chairmen Costanza, Seconded by Trustee Cheek.

Treasurer Boyd asked the Board how much they wanted to spend on neighbors' night. Trustees discussed that they would be ok with up to \$2,500.

Discussion only

16. Motion to discuss and possible approval of selection of contractor to perform tennis court restoration repairs.

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

Engineer Dopkins reviewed the necessary repairs for the tennis courts and outlined the costs for each option.

Motion made by Admin Chairman Costanza, Seconded by Trustee Davies to postpone the discussion to May 29th.

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies, Trustee Moore

17. Motion to discuss/approve award of Construction Contract 24-00000-00-GM 2024 Pavement Maintenance Program. (Resolution)

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

Engineer Dopkins reviewed the bids and noted that they were favorable for the Village this year, with Rock Road being the lowest bidder. Dopkins stated the bid was for \$274,000

Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Goings to award Rock Road the contract for the 2024 Pavement Maintenance Program .

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies, Trustee Moore

18. Motion to discuss/approve **Resolution 2024-12** A Resolution of the Village of Poplar Grove resolving to enter into a Professional Service Agreement for the development of Poplar Grove's Source Water Protection Plan.

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

Voting Yea: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Straw, Trustee Davies, Trustee Moore

Engineer Dopkins reviewed the resolutions and emphasized that the plan is essential for the village to maintain compliance with our water system.

19. Motion to discuss/approve an Ordinance regarding Expulsion of Elected Officials from Meetings.

Motion made by Trustee Straw, Seconded by Trustee Davies.

Voting Yea: Trustee Straw, Trustee Davies, Trustee Moore, President Sattler

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek
Attorney Szeto reviewed the ordinance, stating that Trustee Davies requested its drafting. Trustee Davies also asked for the inclusion of language about trespassing, allowing individuals to be removed from the property if they refuse to leave when asked.

Motion made by Trustee Davies, Seconded by Trustee Straw to add trespassing language

Voting Yea: Trustee Straw, Trustee Davies

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek, Trustee Moore.

Motion made by Trustee Davies, Seconded by Trustee Straw to add that the ordinance applies to appointed officials as well.

Voting Yea: Trustee Straw, Trustee Davies, Trustee Moore, President Sattler

Voting Nay: Admin Chairman Costanza, Finance Chairman Goings, Trustee Cheek

19.5 Discussion on PAC Letter

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

Trustee Costanza stated that he was unaware of the PAC letter or any response regarding OMA violations regarding the minutes until he received screenshots 45

minutes before the meeting. He questioned why the PAC letter mentioned the board when he had not received any email from them.

President Sattler clarified that the letter was directed to him, and he responded accordingly. Trustee Costanza expressed that the entire board should have discussed it before responding. He also inquired about the minutes being posted on the website. Attorney Szeto explained that, in his opinion, since the website is not managed by the Village's full-time staff, there is no requirement to post the minutes there. Trustee Costanza also expressed that trustees should not use the village logo for personal attacks on other officials.

GOOD OF THE VILLAGE

- 20. May 27th, 2024 - Village Hall Closed in observance of Memorial Day
- Community Event June 8th, 2024 - 6:00 pm through Fireworks
- Board of Trustee Meeting June 12th, 2024 - 7:00 pm
- Board of Trustee Meeting June 19th, 2024 - 7:00 pm

ADJOURNMENT (Voice Vote)

Motion made by Admin Chairman Costanza, Seconded by Trustee Davies. Motion passed by voice vote.

The meeting adjourned at 10:06 pm