



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, July 09, 2025 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

ROLL CALL

PRESENT

President Kristi Richardson

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Trustee Mark Vance

Clerk Karri Miller

Attorney Roxanne Sosnoswki

Public Works Director David Howe

ABSENT

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Vance, Seconded by Trustee Cheek. Motion passed via voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve meeting minutes for June 11, 2025, Board of Trustees Meeting
Motion made by Trustee Allgood, Seconded by Trustee Cheek.

Motion made by Trustee Allgood, Seconded by Trustee Cheek to amend the minutes of the June 11, 2025 meeting to correct Item No. 11 to read "Ordinance 2025-12" instead of "Ordinance 2024-12. Motion passed as amended

Motion made by Trustee Vance, Seconded by Trustee Hubbard to approve minutes as amended. Motion passed as amended.

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.*

Karen Neibarger:

Recommended the Board consider using headsets rather than microphones, citing difficulty hearing Board members during prior meetings. Commented on an agenda item regarding conference attendance, noting that \$2,000 per person was being allocated. Stated that in 2024 the stipend for board members attending conferences was \$800, later increased to \$1,000, then \$1,500, and now \$2,000. Requested a discussion and justification for the increase.

UNFINISHED BUSINESS

2. Motion to discuss/approve **Ordinance 2025-13**, an ordinance of the Village of Poplar Grove amending Title II, Chapter 2 of the Village of Poplar Grove code of ordinances regarding liquor control

Motion made by Trustee Cheek, Seconded by Trustee Vance.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

3. Motion to discuss/approve **Ordinance 2025-14** an ordinance amending various sections of Title VII Building Regulations, of the code of ordinances for the Village of Poplar Grove

Motion made by Trustee Allgood, Seconded by Trustee Hubbard.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

4. Motion to discuss/approve **Ordinance 2025-15** an ordinance of the Village of Poplar Grove, Illinois, amending Title 2, Chapter 3, Section 2-3-6 of the Village's code of ordinances regarding peddlers, hawkers, and solicitors

Motion made by Trustee Allgood, Seconded by Trustee Cheek.

Motion made by Trustee Hubbard, Seconded by Trustee Allgood to postpone until August 13.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance.

5. Motion to discuss/approve amendments to previously approved **Resolution 2025-13** to now authorize the purchase of 2026 HV 507 Demo Plow from Lakeside International at a cost of \$262,000.00 from FY 2026

Motion made by Trustee Allgood, Seconded by Trustee Hubbard

Motion made by Trustee Allgood, Seconded by Trustee Hubbard to amend previously approved Resolution 2025-13 to authorize the purchase of a 2026 HP 507 demo file

from Lakeside International at a cost of \$262,000, to be funded from Fiscal Year 2026 with a sourcewell bid.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

Motion made by Trustee Vance, Seconded by Trustee Cheek.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

6. Motion to discuss and possible approval of replacing North Boone Fire District 3 tree
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
discussion only. Trustees' consensus was a \$1,500.00 cap

7. Motion to discuss Non-HOA entrances
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Discussion only

NEW BUSINESS

8. Motion to Discuss/approve check disbursement for payments scheduled to be paid before June 15th, 2025 in the amount of \$162,811.99 in AP checks, \$27,541.39 EFTs and \$17,744.46 estimated insurance premiums, and estimated payroll of \$19,877.00 Payroll for a total of \$227,974.84

Motion made by Trustee Allgood, Seconded by Trustee Vance.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

9. Motion to discuss/approve **Ordinance 2025-16** an appropriation ordinance of the Village of Poplar Grove, Boone County, Illinois

Motion made by Trustee Vance, Seconded by Trustee Cheek.

Motion made by Trustee Cheek, Seconded by Trustee Vance to approve the following amendments to the Certificate of Revenues:

Corporate property tax decreased from \$299,407 to \$295,694 based on the Boone County 2024 tax evaluation.

State video gaming tax increased from \$130,000 to \$135,000 based on prior year activity.

State replacement tax decreased from \$10,665 to \$7,000 due to a prior year error corrected by the Illinois Department of Revenue.

Municipal utility tax (electricity) decreased from \$135,000 to \$120,000 based on prior year activity.

Local Roads and Rebuild Illinois funding increased from \$90,000 to \$120,000.

CIP Local Grant revenue decreased from \$10,000 to \$0 as it is recorded in the General Obligation Fund.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

Motion made by Trustee Hubbard, Seconded by Trustee Allgood to approve as amended.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

10. Motion to discuss/approve sending elected officials and staff to the 2025 Illinois Municipal League Annual Conference, September 18-21, 2025, not to exceed \$2,000 per person
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Motion made by Trustee Allgood, Seconded by Trustee Cheek To set the conference stipend at \$1,500, plus qualified or quantifiable expenses, for a total amount not to exceed \$2,000.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
11. Motion to discuss possible changes to the credit card policy
Motion made by Trustee Allgood, Seconded by Trustee Hubbard.
Discussion only
12. Motion to discuss possible changes to the purchasing policy
Motion made by Trustee Allgood, Seconded by Trustee Vance.
Discussion Only

GOOD OF THE VILLAGE

Board of Trustees Meeting - July 23, 2025 - 7:00 pm
Board of Trustees Meeting - August 13, 2025 - 7:00 pm
Board of Trustees Meeting - August 27, 2025 - 7:00 pm

EXECUTIVE SESSION

13. 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. 5 ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

Went into executive session at 8:28pm
Came out of executive session at 9:34pm

ADJOURNMENT (Voice Vote)

Motion made by Trustee Cheek, Seconded by Trustee Vance. Motion passed via voice vote.
The meeting adjourned at 9:36 pm