



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, August 16, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting called to order at 7:00pm by President Don Sattler

ROLL CALL

PRESENT

President Don Sattler

Finance Chairman Eric Miller via phone

Admin Chairman Owen Costanza

Trustee Jeff Goings

Trustee Dan Cheek

Trustee Kristi Richardson

Attorney Roxanne Sosnowski

Clerk Karri Anderberg

ABSENT

Trustee Betsy Straw

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

Motion made by Trustee Goings, Seconded by Trustee Cheek to allow Trustee Miller to participate via phone.

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Cheek, Seconded by Trustee Goings.

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson

Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek to add agenda item 13.A Discussion on Roberts rule work shop.

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve Board of Trustee meeting minutes from July 19, 2023.

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

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson

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. Clerk Report, Karri Anderberg
Trustee Constanza ask for the clerk dept to look into the buying a camera for the board room to tape meetings
3. Engineer Report, McMahon
No questions
4. Public Works Report, David Howe
Public Works Director Howe stated that he is spraying for weeds next week.
5. Treasurer Report, Carina Boyd
no questions
6. Wastewater Report, TEST
No questions

NEW BUSINESS

7. Motion to continue discussion and possible action on Lion's Club/Lion's Park Agreement
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson
Trustee agreed that their should be an agreement

NEW BUSINESS

8. Motion to discuss/approve check disbursement for payments scheduled to be paid prior to August 31, 2023, in the amount of \$659,356.28 in AP checks, \$14,504.38 in insurance expense checks, and \$4,253.14 EFTS for a total of \$678,113.80.

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

9. Motion to discuss/approve **Ordinance 2023-15** An Ordinance proposing the establishment of Village of Poplar Grove Special Service Area number 2 in the Village of Poplar Grove, Illinois and providing for other procedures in connection therewith
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings,
Trustee Cheek, Trustee Richardson
10. Motion to discuss a Memorandum of Understanding between Poplar Grove Township and the Village of Poplar Grove for Orth Road Improvements.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings,
Trustee Cheek, Trustee Richardson
11. Motion to discuss/approve **Resolution 2023-24** A Resolution of the Village of Poplar Grove resolving to award construction contract for the Orth Road Improvements for section number 23-00000-00-GM
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings,
Trustee Cheek, Trustee Richardson
12. Motion to discuss/approve **Resolution 2023-23** A Resolution of the Village of Poplar Grove, Illinois approving purchase of a Ram reg cab 4x4 pickup from Riverfront CDJR
Motion made by Admin Chairman Costanza, Seconded by Trustee Goings.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings,
Trustee Cheek, Trustee Richardson
Public Works Director Howe explained the need for the new truck. Trustees asked questions.
13. Motion to discuss/approve **Resolution 2023-22** A Resolution of the Village of Poplar Grove appointing an individual to fill a vacancy in the Planning and Zoning Commission - Austin Davies
Motion made by Trustee Cheek, Seconded by Admin Chairman Costanza.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings,
Trustee Cheek, Trustee Richardson
Trustee Miller asked why there was no posting of the vacancy. Trustee Goings feels like a notice should be posted on the website and social media. Trustee Miller asked why no email was sent to the Trustees.
President Don Sattler stated that Austin Davies resume was sent to the Clerk and the Attorney and it's not his fault if they did not send it to the Trustees.
Motion made by Admin Chairman Costanza, Seconded by Trustee Goings to postpone item until October 18 and have Clerk's office post vacancy on the Village website and

Facebook.

Voting Yea: Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson

Voting Nay: Finance Chairman Miller

13.A Discussion on Roberts Rule Workshop

Motion made by Admin Chairman Costanza, Seconded by Trustee Richardson
Trustees and President Sattler discusses the need for a workshop. Discussion only

GOOD OF THE VILLAGE

14. Village Hall Closed, Labor Day September 4, 2023

Poplar Grove Community Market September 17, 2023 - 10am to 4pm

Board of Trustees Meeting September 13, 2023 - 7:00 pm

Board of Trustees Meeting September 20, 2023 - 7:00 pm

ADJOURNMENT (Voice Vote)

KJ 08/14/2023

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

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Richardson