



# VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

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## VILLAGE BOARD OF TRUSTEES

**Wednesday, September 20, 2023 - 7:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### MINUTES

#### CALL TO ORDER

Meeting called at 7:00 pm by President Sattler

#### ROLL CALL

##### PRESENT

President Don Sattler  
Finance Chairman Eric Miller  
Admin Chairman Owen Costanza  
Trustee Dan Cheek  
Trustee Kristi Richardson  
Trustee Jeff Goings  
Trustee Betsy Straw  
Clerk Karri Anderberg  
Attorney Roxanne Sosnoski  
Treasurer Carina Boyd  
Public Works Director David Howe

#### APPROVAL OF PHONE PARTICIPATION (Roll Call)

None

#### APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Goings, Seconded by Finance Chairman Miller. 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.*

Martha Suhr - Commented on how nice the community market turned out. Would like to see more handicap parking.

MoriJo Konkrite with Remax - seeking a reduction in the connection fees for the single family lot at 120 Boeing Trail.

## DEPARTMENT REPORTS

1. Public Works Report, David Howe  
Jeff Goings asked about Comcast laying there lines and Public Works Howe gave an update on Orth Rd & State Street project.
2. Engineer Report, McMahon  
no questions
3. Treasurer Report, Carina Boyd  
no questions
4. Wastewater, TEST  
no questions
5. Attorney Report, Sosnowski Szeto  
Attorney Sosnowski gave an update on 201 S. State Street and the Airport Zoning

## NEW BUSINESS

6. Motion to discuss/approve **Resolution 2023-26** A Resolution of the Village of Poplar Grove, Illinois approving the annual audit for fiscal year May 1, 2022 - April 30, 2023  
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.  
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson  
Jennifer Martinson from Lauterbach and Amen presented the Audit. Ms. Martinson stated that the Village of Poplar Grove had a clean audit and there was no issues.
7. Motion to discuss/approve check disbursement for payments scheduled to be paid prior to September 30, 2023, in the amount of \$174,644.71 in AP checks, \$16,567.91 in insurance expense checks, and \$4,253.14 EFTS for a total of \$195,465.76  
Motion made by Finance Chairman Miller, Seconded by Trustee Richardson.  
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson
8. Motion to discuss/approve **Ordinance 2023-16** An Ordinance of the Village of Poplar Grove, Illinois authorizing the disposal of certain personal property owned by the Village of Poplar Grove.  
Motion made by Admin Chairman Costanza, Seconded by Trustee Richardson.  
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson  
Public Works Director Howe explained that the mini excavator that was previously approved to be put on IBID did not get the minimum bid that the Village was hoping for.
9. Motion to discuss/approve **Resolution 2023-25** A Resolution of the Village of Poplar Grove resolving to accept the estimate from Foss Landscapes, Inc. for landscaping materials and services at Mansfield Park

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

Board discussed the landscaping options for Mansfield Park.

Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza to  
postpone until staff can get quotes.

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

10. Motion to discuss/approve Nancy Sylvester's training proposal on Robert's Rule of  
Order.

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

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

Voting Abstaining: Trustee Goings

11. Motion to discuss Planning and Zoning vacancies  
Trustee Miller asked if Dean Svarac had resigned as of the meeting. President Sattler  
and Clerk Anderberg stated that they had not received an email as of the email.

Trustee Miller would like a official hearing if Dean Sarvac has not resigned to vacant the  
position so President Sattler can appoint someone since Dean Sarvac did not turn in  
Economic Statement of Interest.

### **GOOD OF THE VILLAGE**

Board of Trustees Meeting October 11, 2023 - 7:00 pm

Board of Trustees Meeting October 18, 2023 - 7:00 pm

Trick or Treating Hours October 31, 2023 - 4:00 pm to 7:00 pm

### **ADJOURNMENT (Voice Vote)**

KJ 09/18/2023

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

Meeting adjourned at 8:16pm