



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, November 15, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

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

ABSENT

Trustee Jeff Goings

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

none

APPROVAL OF AGENDA (Voice Vote)

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

Motion made by Finance Chairman Miller, Seconded by Trustee Cheek to amend item 9 to read Motion to discuss/approve check disbursement for payments scheduled to be paid prior to November 30, 2023, in the amount of \$712531.31 in AP checks, \$18, 501.30 in insurance expense checks, and \$4,253.14 EFTS for a total of \$735,283.8.

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

Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza to strike item 12 from the agenda

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from October 11, 2023 meeting and October 18, 2023 meeting.

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

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, 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. Engineer Report, McMahon
no questions
3. Public Works Report, David Howe
No questions
4. Treasurer Report, Carina Boyd
No questions
5. Wastewater Report, TEST
No questions

UNFINISHED BUSINESS

6. Motion to discuss/approve **Ordinance 2023-19** An Ordinance establishing the Village of Poplar Grove Special Service Area number 2.

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

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

Attorney Sosnowski explained that the County did not file the correct paperwork to get the SSA on the taxes for this year so the Village is having to redo the process.

7. Motion to discuss zoning regulations for shipping containers used for storage/office/fencing within the Village.
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.

Trustee Costanza explained that there are some Shipping conditioners in the Village and the Village is looking to update the zoning orders

Trustees discussed what they would like to see in the ordinance.

Ordinance was referred to Planning and Zoning.

Discussion Only

8. Motion to discuss Lions Club Agreement
Motion made by Admin Chairman Costanza, Seconded by Trustee Cheek.
Trustees discussed what they would like to see in the agreement and referred it back to the attorney's office.

NEW BUSINESS

9. Motion to discuss/approve to approve check disbursement for payments scheduled to be paid prior to November 30, 2023, in the amount of \$707,059.31 in AP checks, \$18,501.30 in insurance expense checks, and \$4,253.14 EFTS for a total of \$729,811.75.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
10. Motion to discuss/approve check disbursement to DPI Construction, Inc. in the amount of \$1,685 and send an invoice to Comcast in the amount of \$1,685.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson.
11. Motion to discuss/approve **Resolution 2023-27** A Resolution of the Village of Poplar Grove, Illinois to authorize the Village of Poplar Grove to enter into an agreement with Solutions Bank for building loan.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
Treasurer Boyd explained the reason behind the building loan and the details of the loan.
12. Motion to discuss/approve **Resolution 2023-28** A Resolution of the Village of Poplar Grove, Illinois to authorize the Village of Poplar Grove to enter into an agreement with Solutions Bank for an auto loan
removed from agenda

13. Motion to discuss/approve **Resolution 2023-29** A Resolution of the Village of Poplar Grove, Illinois approving the Risk Management proposal from Illinois Counties Risk Management Trust
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Miller.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
Treasurer Boyd stated that this is the Village's yearly renewal.
14. Motion to discuss and possible action on contract with Studio GWA for an update to the Village's Comprehensive Land Use Plan.
Motion made by Finance Chairman Miller, Seconded by Trustee Richardson.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson
15. Motion to discuss and possible action to approve to purchase video equipment and installation services from Grorud Services, LLC in the amount of \$4,755.
16. Motion to discuss/approve Illinois Municipal League Model Resolution regarding Civility Pledge
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza.
Voting Yea: Finance Chairman Miller, Admin Chairman Costanza
Voting Nay: Trustee Cheek, Trustee Straw, Trustee Richardson
Motion failed.
Trustee Costanza explained why he felt the need for the Civility Pledge.
President Sattler disagreed with it and said the oath of office that everyone took covered the need for any pledge.
17. Motion to discuss bench dedication in Mansfield Park.
Motion made by Admin Chairman Costanza, Seconded by Finance Chairman Miller.

Trustee Costanza explained that his insurance company Flanders Insurance donated money to purchase a bench for Mansfield Park in honor of a resident who passed away in a car accident in 2021. The bench is here and he wanted to let the board know.

GOOD OF THE VILLAGE

10th Annual Tree Lighting, Village Hall, November 18, 2023 - 4pm-6pm
Planning and Zoning Meeting November 29, 2023 - 6:00 pm
Communication Committee Meeting November 30, 2023 - 6:30 pm
Board of Trustee Meeting December 13, 2023 - 7:00 pm
Board of Trustee Meeting December 20, 2023 - 7:00pm

ADJOURNMENT (Voice Vote)

KJ 11/13/2023

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

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

Meeting adjourned at 8:15pm