



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, August 12, 2026 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

President Kristi Richardson

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Trustee Mark Vance

Clerk Karri Miller

Attorney Roxanne Sosnowski

Treasurer Katalina Kruckenberg

ABSENT

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

none

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Hubbard, seconded by Trustee Allgood. The motion passed via voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to discuss/approve Board of Trustees meeting minutes from July 22, 2026
Motion made by Trustee Allgood, Seconded by Trustee Vance. The motion passed via 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.*

no comment

UNFINISHED BUSINESS

2. Motion to discuss/approve **Ordinance 2026-19**, an ordinance adopting the amended Village of Poplar Grove Employee Handbook and amending Title I, Administration, Chapter 6, Village Officers and Employees, Article J, Reimbursement for Training/Class(es)/Travel, Section 1-6J-1, Elected Official, Officers, and Employee Travel Reimbursement, of the Code of Ordinances for the Village of Poplar Grove.
Motion made by Trustee Allgood, Seconded by Trustee Vance.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
3. Motion to discuss/approve **Resolution 2026-43**, a resolution of the Village of Poplar Grove, Illinois, approving the purchase of an air conditioning unit for the South Wastewater Treatment Plant Control Room.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

4. Motion to discuss/approve possible reduction of permit fees for Habitat for Humanity at 201 South State Street.
Motion made by Trustee Allgood, Seconded by Trustee Hubbard.
Len Lindeman, on behalf of Habitat for Humanity of Boone County, requested a waiver of fees for permits.
Motion made by Trustee Allgood, Seconded by Trustee Hubbard, to waive all fees except the water meter fee and the engineer fee for a total 1,006 dollars.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
5. Motion to discuss/approve Electrical Aggregate program to the lowest bidder for Village service.
Motion made by Trustee Hubbard, Seconded by Trustee Cheek.
Chad Hageman from Rock River Energy presented the rates
Motion made by Trustee Cheek, Seconded by Trustee Hubbard to approve MC2 for 2 years.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
6. Motion to discuss/approve **Resolution 2026-42**, a resolution of the Village of Poplar Grove appointing an individual to the Village Planning and Zoning Commission.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Voting Yea: Trustee Cheek, Trustee Vance, President Richardson

- Voting Nay: Trustee Hubbard
Voting Abstaining: Trustee Allgood
7. Motion to discuss changes to the Zoning Variance Ordinance.
Motion made by Trustee Hubbard, Seconded by Trustee Cheek.
Discussion Only.
 8. Motion to discuss/approve sending the Clerk and Deputy Clerk to the 2026 Academy training, October 6-9, 2026, not to exceed \$1,800 per person.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 9. Motion to discuss/approve sending the Treasurer to the 2026 IMTA Annual Institute Training November 15-19, 2026, not to exceed \$1,800.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 10. Motion to discuss 2026 Christmas tree lighting event.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only.
 11. Motion to discuss/approve check disbursement for payments scheduled to be paid on August 13, 2026, in the amount of \$143,870.38 in AP checks, \$32,312.73 in EFTs, estimated payroll of \$24,000.00, and insurance in the amount of \$ 21,822.96, for a total of \$222,005.97.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 12. Motion to discuss/approve event liquor license for S & S Collaborations DBA Sips and Sprinkles for August 16, 2026 Fly-in.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

GOOD OF THE VILLAGE

Board of Trustees Meeting - August 26, 2026 - 7:00 pm

Candidates for Trustee can begin circulation on August 25, 2026. Please see the State Board of Elections website for nomination paperwork.

Village Hall Closed for Labor Day - September 7, 2026

Planning and Zoning- September 8, 2026

Board of Trustees Meeting - September 9, 2026

Board of Trustees Meeting - September 23, 2026

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.

Motion made by Trustee Allgood, Seconded by Trustee Hubbard.

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

Went into executive session at 7:42pm

Motion made by Trustee Allgood, seconded by Trustee Cheek.

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

Come back into open session at 8:19 pm

ADJOURNMENT (Voice Vote)

Motion made by Trustee Cheek, Seconded by Trustee Vance. The motion carried via voice vote.

The meeting was adjourned at 8:20 pm