

VILLAGE OF POPLAR GROVE

ADMINISTRATION COMMITTEE MINUTES – DRAFT Pending Committee Approval

May 24, 2010 – 6:30 PM

(Unless noted otherwise – all motions approved are Unanimous. All funding requests go to the Finance Committee for approval at the next Village Board meeting).

Present:

President Bradley Rightnowar, Chairman Kris Campbell, Trustee Judi Zangs, Trustee Ronald Quimby, Attorney Charlotte LeClercq, Trustee Cliff Stetter, Secretary Maureen Brzinski and Public Audience.

Minutes:

A motion was made by Zangs, 2nd by Quimby to approve minutes from April 26, 2010 and special minutes of May 10, 2010 as presented.

A motion was made by Zangs, 2nd by Quimby to approve executive minutes from April 26, 2010, which will be closed for six months or longer, as presented.

Public Comments:

Maranatha Baptist Church:

Norman Nelson clerk from the Maranatha Baptist Church stated the land was purchased with express purpose of building their church. The Church has had the necessary soil test done, received approval from IDOT, had plans developed, requested construction bids and procured a mortgage commitment from a local bank.

Mr. Nelson stated the Church would be a great asset to the community, provides leadership for the Boone County Jail Ministry, crime rate has gone down 2.9% last year due to this Ministry and provides personnel funding for the food pantry. The Pastor of the Church, for the last three years, is a graduate of Southwest Seminary with a Masters Degree in library sciences and history and is currently completing his PHD in divinity and is determined to make this his life commitment. The Pastor has a contract to build a home in the Village and would be an asset to the community.

The future plans of the Maranatha Baptist Church along with the Northern IL Baptist Association are to develop programs aimed at the younger generation and to open a daycare center.

Maranatha Baptist Church continued:

Mr. Nelson stated the Church needs the Special Use Permit be approved so they can build their Church and continue to develop their future plans. Mr. Nelson stated this could not be done without the help of the Administration Committee.

Administration Chairman Campbell stated the Planning Commission agrees with everything except the Church having a septic system. The Planning Commission stated the Church needs to hook up to the Village sewer system. In order for Maranatha to hook up to the Village sewer system, it would cost the Maranatha approximately \$100,000 and Mr. Nelson stated the church simply cannot afford it.

Mr. Nelson stated the previous administration not only encouraged the Church but offered to put in a septic system for them until the VPG sewer system connections were made.

President Rightnowar stated there is a recapture agreement in place for both sewer lines but no one knows how soon the new home industry will pick up. Rightnowar stated the question is whether or not the Admin. Comm. says Maranatha needs to hook up the VPG sewer system now and start construction or the committee will allow connection to the Village sewer system in the future and let Maranatha put in a septic system.

Rightnowar stated per a letter from the VPG Engineer, they recommend public sewer for the property. Per an October meeting with the Planning Commission, it was pointed out that over half of the site area soils have severe to very severe restrictions for the treatment of septic system waste water and one of the criteria for granting a special use permit is that it can be "readily served by **all** municipal services and **utilities**". The petitioner notes that it would be prohibitively costly to extend sewer due to a distance at this time, so the Engineer assumed it is their concession that it cannot be *readily* served. Based upon this logic, the ordinance directs the Commission not to recommend approval of this petition.

Rightnowar stated he wants to see Maranatha grow, prosper, and be successful because he knows what a church means to a community but if this was something other than a church, a commercial, residential, or farm development, the law says that if it is readily accessible it needs to be served. Rightnowar stated this community has overextended itself and the Village has an enormous amount of debt. For the Village to turn a blind eye to the debt when water and sewer are so close to your future development, would be a disservice to the community at large.

Quimby stated the Village has been trying very hard to straighten out inconsistencies from the past and in order to do that the Village has to be fairly straight in our decisions because if we very slightly, someone else will come to the Committee and state the Village made provisions for them and they have a good reason it should be varied for them. It's not that the Admin. Comm. doesn't feel this approval would be for a good cause, we do.

Maranatha Baptist Church continued:

Mr. Nelson asked what Maranatha would have to do in order for Special Use Permit to be approved. Campbell stated he thought Maranatha would have to get financing to hook up to the sewer. Rightnowar suggested the engineer for Maranatha should evaluate what the cost would be to hook up to the VPG sewer system.

A motion was made by Quimby, 2nd by Zangs recommending the Board approve the Special Use Permit for Maranatha Baptist Church provided they connect to the Village sewer system.

Philip & Lois DiPaolo: Dogs / Burning Issues / Four Wheeling

Dogs:

The DiPaolo's have lived on Oak Street for the last eight years and they have enjoyed living there for the first couple of years until the homes around them started being built and the new homeowners have dogs. It seems that every homeowner around us owns from one dog to at least four. When one dog begins to bark, they all do and in the summer we are forced to close our windows.

The DiPaolo's stated they understand people love their dogs and they are not criticizing that, but when they owned a dog they made sure to respect other homeowners property, didn't leave their dog outside for hours so they would continually bark, when their dog was outside a fenced area, made sure the dog was leashed and basically were dog owners who accepted responsibility for owning a pet.

It seems that people around them don't have the same type of respect for owning a pet and are very disappointed regarding this issue. Ms. DiPaolo stated that under the Pet Village ordinance, homeowners are only allowed two dogs. Campbell did confirm this fact. Ms DiPaolo stated the homeowner who is being the most difficult owns four dogs and within the last six months has replaced three of them. Some of the issues are excessive noise, violent dogs, and inadequate fencing.

It was recommended the Village Ordinance Officer go to the homeowner with the four dogs and let them know they are in violation of the Village Pet Ordinance regarding how many dogs are allowed per household.

Burning Issues:

The DiPaolo's feel there is trash burning occurring at 200 White Oak and gasoline is used to fuel the fire. The burning occurs every day and there are many times it is impossible to leave the windows open on a nice day or even to sit outside.

Village ordinance, 5-3-1 Fires, states:

- B. Open Burning Restrictions: No person shall cause, suffer, allow or permit open burning of refuse, trade waste, salvage waste, agricultural waste or other combustible material except as may be allowed in compliance with the exceptions stated in this section.
- C. #5. The burning of leaves, grass, trees, brush and shrubs as derived from said address in a safe and controlled manner is permitted on the premises from which they originated, provided said burning is not conducted upon roadways, streets, public right of way or ditch.
- C. #6. Any open burning permitted under provisions of subsection C5 of this section shall begin only between 3 hours after sunrise and 3 hours before sunset, and additional fuel may not be intentionally added to the fire at times outside the limits stated above.

Ms. DiPaolo suggested the Village might adopt what Machesney has, burning of leaves, etc occurring two times a year, April and November.

Charlotte LeClercq, the Village Attorney, will send a letter to the home at 200 White Oak regarding the burning issue and Kurt Dunlap, Village Ordinance Officer, will follow-up.

Four Wheeling:

Mr. DiPaolo stated the same homeowner has a burm, which is up against their property, and he rides four wheelers up and down the burm. This occurs almost every weekend in the warm weather months and has already begun. It is very noisy and the dust which is created from this is terrible.

The Village Ordinance Officer, Kurt Dunlap, has already sent them a letter telling them they are in violation of the Village Ordinance. Dunlap will send another letter to follow-up which will reflect fines that will be imposed if they do not comply with the Village ordinance.

Old Business:

Community Garden Development Project:

Stetter stated looking at have the first meeting of the Community Garden Project June 1, 2010.

Stetter stated during the last month they have received the following donations:

- From Deloris & Milo Pitkin of Titleist Trail – mature Miss Kim Lilac and several mature English asters.
- Carol & Jim Stonecipher of Boeing Trail – three mature shrubs; smoke bush, verbinum, and others.
- Jen Davies of Bree Drive – ten mature hostas

Thank you notes and receipts for tax purposes were sent to them.

Community Garden Development Project continued:

There was also a monetary donation:

- Belvidere Woman's Club – donated \$100

Publicity for the Community Garden will be coming out soon.

Village Beautification:

A group from Immanuel Lutheran Church in Belvidere helped weed and plant the containers that are at each entrance of the Village Hall. The committee paid for the containers and the flowers.

Seven perennials were planted at the Prairie Green pump house. There have been shrubs planted around the Waco Way lift station. Still looking for donations of scrubs, perennials, etc

Approximately eight trees have been transplanted along Hill Street and look forward to transplanting approximately fifteen more before summer sets in.

A percentage of the Trustee's donations have been donated to the Village Beautification program and Stetter would like to see the Village grounds be treated for weeds. The Village public works employee, Mitch, is being licensed to be able to use professional chemicals to treat the weeds.

Park Advisory Committee:

Quimby stated he has the names of people who would like to be on the committee but feels twelve are too many. He is requesting resumes and will conduct interviews to see what their purpose is, how deeply are they going to get involved and make sure they don't have an agenda because this committee will have to look at the whole community not just the area where they reside.

Rightnowar stated he met with Fehr-Graham & Assoc., which is an engineering group, to go over the possibility of purchasing the old granary property, across from Arturo's, to see how we can secure it and turn it into an open park space. Rightnowar stated they are trying to get the Conservation District on board with this venture and track down some Federal grants that have been made available because this is enhancing the bicycle access.

Rightnowar also discussed the future bike path with Fehr-Graham and specifically the Whiting Road to Prairie Green run. The missing link in this project is the approval of the path running along side the airport. Zangs stated she would talk to Steven regarding the bike path.

Park Advisory Committee continued:

Rightnowar stated the four projects Fehr-Graham is looking into are:

- Road improvement by Forrest Pallet
- The downtown bicycle project
- The bicycle project around the Village property
- Getting acquisition costs to by right-of-way

Quimby stated Ron Maxi came to him and stated there is a lot of open land, could some of the land be donated to the Village for soccer, baseball or activity fields?

Rightnowar asked, who is the title owner of Lions Park and it is the Village? The Lions Club takes care of the operations of the park. Rightnowar stated Troy Schmitz, who handles the baseball operations, told him the Lions Club pays approximately \$12,000 to \$15,000 for the mowing of the lawn in Lions Park. Rightnowar suggested to Mr. Schmitz that mowing the lawn could be an operation the Village could takeover provided the funds they currently pay for mowing be reinvested into the park.

Rightnowar stated maybe a pavilion structure with concrete floor, four to six poles and a simple roof would be a good addition to the property next to the tennis courts.

Rightnowar also stated, in the future, the possibility of erecting windmills at our lift stations to offset our power costs.

Permits / Zoning:

Lane's: Nothing new at this time.

Maranatha Baptist Church: Note public comments.

Ordinances:

Enforcement:

Police Referendum:

Zangs stated she talked with Michelle Courier and asked what the Village should expect from the Boone County Sheriff's office if the Village doesn't have a special contract for additional coverage. Ms. Courier stated the main thing is the Sheriff's office would not enforce municipal code, depending on how the Village ordinances are written. Even though the Village has adopted the State codes, any tickets written would be under the County umbrella not the Villages and we would loose out on revenue.

Campbell stated Sheriff Wirth will be invited to attend the next Administration Committee meeting which will be June 28th.

A motion was made by Quimby, 2nd by Zangs to request date for Public Hearing regarding police referendum.

Liquor Ordinance:

A motion was by Zangs, 2nd by Quimby recommending the amended Liquor Ordinance, reflecting employees over 21, be approved by the Board.

Ordinance Officer: Kurt Dunlap

Rightnowar asked Dunlap what the status is regarding the Dickerson sign off of Route 76 and Whiting Road on the semi-trailer. Dunlap stated he wasn't sure at this point and is researching it via the Village ordinances.

3-2-4 Number of Dogs: Note Public Comments

Other Administrative:

Economic Development Group:

Rightnowar stated there should be another meeting and there was a positive reaction to the first meeting.

FEMA:

Quimby stated he received a letter from the IL Department of Natural Resources and the information the Village sent in was viewed as a protest and we had 30 days to reply. The LFD will finalize the base flood elevations for our county, initiate the 6 month compliance period, and establish an effective date for the Preliminary FIRM and FIS report.

Village Sign:

Quimby stated the cost of an electric Village sign is around \$35,000. Quimby stated we might be able to get the fire district, school district, Lions Club and local businesses involved which would reduce the cost. This would be a great communication tool for the community.

Character of the Village:

Quimby stated he has finished taking all the pictures and need to compile them. Quimby will create a power point presentation which will be ready the same day as the Public Hearing.

Quimby would like to see a developer create a downtown at the corner of Route 173. Quimby would like to see the Village of Poplar Grove have a specific style for its downtown.

Simplex Grinnell / Fire Alarm System:

Zangs stated maybe Fry should call Simplex Grinnell and find out why they are requesting the Village to install fire detectors in the office area.

Scavenger Services:

Motion was made by Quimby, 2nd by Zangs to transfer the scavenger service project to the Finance Committee and recommend the Village keep all three services and pay a fee, determined by the Finance Committee, which would be paid every month or as determined by Finance. Including business pickup.

New Business:

Motion was Zangs, 2nd by Quimby recommending the amended Raffle Ordinance be approved by the Board.

Trampolines:

Brzinski e-mailed the committee a sample ordinance which LeClercq, Village Attorney, sent her. LeClercq stated she felt it didn't cover everything the Village was looking for as far as anchoring them etc.

Campbell stated the ordinance looked good except for the anchoring issue. LeClercq will have ordinance ready for review before next Admin. meeting.

Farley Properties LLC / Signs:

Brzinski stated Mike Farley called on May 6th to discuss the placement of signs for Custard Cone and Bravo Pizza. Farley stated these signs are blocking the names of some of the other businesses in Countryside Square off of Route 76 and are placed in an area not approved by the Village. Farley Properties was never consulted before these signs were put in.

Farley stated, in a letter sent every year since November 26, 2007 to the Village, that at Countryside Square they have a commitment to not only bring new business and employment to Poplar Grove but to beautify their surroundings. They took the initiative to secure an easement, purchase a permit and pay \$59,000, not including electric and internet cable, for a beautiful Countryside Square sign.

Farley would like to see the Village speak with Custard Cone and Bravo Pizza and correct the location/placement of their signs. Dunlap will look into the issue.

Candlewick Blog:

Campbell stated the Candlewick Blog reportedly had something in there about police services being provided by the Boone County Sheriff's office on the order of \$20,000 worth of patrols free to Candlewick. A spokesperson from Candlewick stated they made a deal with the Sheriff's office for three nights a week, Friday – Saturday – Sunday, from 7 pm to 2 am for \$29,000 from now until Halloween.

Rightnowar stated from his understanding of the blog, is that gratis? The spokesperson from Candlewick stated they are giving up a public safety officer for this six hour coverage by the Sheriff's office.

Candlewick Blog continued:

The homeowners, who came to the meeting, kept pushing the issue of Candlewick incorporating and trying to get the Committee and President Rightnowar to answer the question if they would approve the incorporation or not.

Adjournment:

Motion made by Zangs, 2nd by Quimby to adjourn at 8:48 pm.