

VILLAGE OF POPLAR GROVE

ADMINISTRATION COMMITTEE MINUTES-APPROVED

May 2, 2011 – 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 John Neitzel, Trustee Jeff Goings, Trustee Ronald Quimby, Attorney Charlotte LeClercq, Ordinance Officer Kurt Dunlap, Village Clerk Martha Suhr, and Public Audience.

Absent: Secretary Maureen Brzinski

Agenda: A motion was made by Quimby, 2nd by Goings to approve the agenda as presented. Motion was carried by voice vote 3-0.

Minutes:

Minutes of March 28, 2011: A motion was made by Quimby, 2nd by Neitzel to approve the minutes as presented. Motion was carried by voice vote 3-0.

Public Comment:

A young lady is being married in the Lion's Park and her reception will be there also. There will be approx. 60 people. She would like to serve alcohol and wanted to know the procedures to be able to do this. The beverage would be furnished by Crosstown Pub. There was discussion on security and bartenders or not. Chairman Neitzel asked that the Village get a letter from the Lion's Club that it would be ok to serve alcohol and she should reach out to see if they can get an off duty officer to provide security and he would like to get some guidelines from counsel.

Old Business:

Community Garden Development: There will be a community garden in the southeast corner of the lot at the water tower at the Countryside Mall. There will be 12 plots to start and most have been reserved at no charge this year. Part of the produce be donated to the food pantry or some other charity and a donation will be asked for at the end of the season for the water that has been used. Ms. Stetter had applied for a grant through the Neighborhood Network asking for \$591.00 and will be receiving \$536.00

Village Beautification Program: Ms. Stetter reported that the committee has moved a lot of trees. Many to the sewer plant and one pine tree to the Village Hall, hoping to use it for a Christmas tree and decorate it for the holidays.

Park Advisory Committee: Trustee Quimby reported that the Lion's Club has a concept plan for the redevelopment of the park. More baseball diamonds, parking and equipment will be added. This will take several years to complete. While funds are being raised, one half of the project will be worked on at a time so that the rest of the park can be used.

Bel-Air Park: After a rain the park is not useable due to bad drainage. PWD Jeff Strate will look at the drainage problem. Graffiti is also a problem.

BMX Track: Simerls who are selling the land to the Village on contract had many questions at to liability, hours of operation, drainage, fencing, etc. Mr. Ebbert showed the committee a drawing of the property and where the track would be situated on it. A completed plan of the track will ready soon and he will email to Attorney LeClercq to review and present to the full Board. He is just waiting for final approval so he can start moving dirt.

Planning and Zoning, Dan Lane Special Use Permit Revocation: The committee concurred with the findings of fact compiled by the P and Z committee. A motion was made by Quimby, 2nd by Goings to approve the findings and take it to the full Board on May 9, 2011 to revoke the special use permit. Motion was carried by voice vote 3-0.

Ordinances:

Kurt Dunlap: An ordinance to have businesses register with the Village has been suggested. Kurt Dunlap has experienced problems with businesses not understanding items they have to do before being able to open. It has been suggested that before a permit is issued that he has a meeting with the business owners to make sure they understand what has to be done. A possible pamphlet with all the information would be a good idea.

He is still working with state inspectors and the FDA concerning the EPI plant on East St. Kurt recommends that a stop sign be put in on Saratoga and Spring Meadow.

A Feed Store sign improperly erected and now fallen over will be removed.
Mor-Agra; The Village is still receiving complaints about dust and noise. Owners can put calcium chloride on gravel to keep dust down and they have spoken with the drivers to keep speed and noise down.

Fire Tower; It was stated that they were testing fire hoses and flooded one of the baseball diamond. The firemen were asked to spray into the grass areas so that the diamonds would not be flooded.

Montalbano Subdivision Covenants: Attorney LeClercq is waiting for the annexation agreement to confirm if lot size and required size of houses are listed.

Green Space in West Grove: Attorney LeClercq will be getting another title company to research the property as the first one has not gotten back to her.

North Boone Letter: Letter to be sent to the School District office to distribute to the schools about vandalism and the consequences. It was also suggested that the curfew ordinance be sent with the letter. A motion was made by Quimby, 2nd by Goings to approve the letter and present it to the full Board for approval. Motion was carried by voice vote 3-0.

New Business:

Pacemaker special use permit: The Planning and Zoning Commission has given its approval to the plans, stating that it had also been submitted to the planners. A motion was made by Quimby, 2nd by Goings to approve the special use permit and submit it to the full Board for approval. Motion was carried by voice vote 3-0.

Subdivision Roads not dedicated to the Village/ snow removal; An ordinance to require developers to plow streets not dedicated or if the Village has to plow the developers will be charged for the plowing was discussed also child safety while waiting for school buses.

Fire District 3 Raffle Application: Attorney LeClercq stated that the Fire Station could not hold a raffle but that the Fire District Association could. The raffle application has been filled out properly now. The form will need to be changed in the future so that it reflects what the funds will be used for as that had been the question raised.

Walnut Grove Potential Annexation: A portion of Walnut Grove is surrounded by Poplar Grove. There is a problem with garbage dumping at the end of Walnut Grove Road. A resident spoke up stating that he did not wish to be in Poplar Grove. At this time no action is considered.

A Village resident asked how to get an item put on the agenda. She asked about library taxes, parks and no path to the bike path. Another resident stated that if you pay real estate taxes in which Rock Valley College is listed, you can get a free card at the Rock Valley library that is good for all surrounding libraries.

Next Administration Committee meeting will be May 26, 2011 at 6:30 pm.

Adjournment:

A motion was made by Quimby, 2nd by Goings to adjourn the meeting Motion was carried by voice vote 3-0. Meeting was adjourned at 7:53 pm.