

VILLAGE OF POPLAR GROVE
“A *GREAT* PLACE TO CALL HOME”

ADMINISTRATION COMMITTEE MINUTES for 10/26/09

Members – Kris Campbell (Chair)*
Judi Zangs (Vice Chair)*
Ron Quimby*

*=Present, also present Also present were Brad Rightnowar, Charlie Sewell, John Neitzel, Cliff Stetter, Brett Banaszak of Boone County Sherriff’s Office, John Rearden, Bob Schoen of Kennedy, and public audience.

1. Review and Approval of Minutes **Motioned by Judi, seconded by Kris, Ron abstained, motion carried.**
2. Old Business
 - a. Lane’s permit – Filed, court date 12/3.
 - b. 150 year celebration – A great success. Perhaps neighbor’s night could be expanded to incorporate the best aspects into an annual affair. This would include the local businesses. The Administration Committee would like to formally thank all those who helped make the celebration a reality.
Motioned by Ron, seconded by Judi, motion carried.
 - c. Sheriff’s report – not yet available.
 - d. Prairie Green – The discussion included John Rearden and Bob Schoen. At this point, the village does not have the right to go into the development and do work. Yet, we have a responsibility to the citizens there. Discussed further the possibility of legal assistance loaned from the village. Tim Miller from John Rearden’s office is putting together more for us to have next time.
 - e. Energy efficient building ordinances – nothing at this time.
 - f. Bicycle friendly community – nothing at this time.
 - g. Park district – formation of new commission. Brad circulated a news release that will ask for volunteers. Ron will be the representation from Administration.
 - h. Room policy - Charlie presented an ordinance and also sent by email. We will review and discuss more next time. Recommend allowing a weekly Weight Watchers meeting in the village hall for \$35 per meeting.
Motioned by Judi, seconded by Ron, motion carried. Also recommend allowing the Civil Air Patrol group to have a meeting on 12/9/09 for \$35
Motioned by Judi, seconded by Ron, motion carried.
 - i. RAMP – We need a 504 self assessment and checklist. Judi reviewed, saying that we can get a lot of help for free. She will continue to make progress for us.
 - j. Census 2010 – reviewed, nothing new.

- k. Ordinance enforcement – Some discussion of progress we have made with lawns, construction sites, etc. Kurt Dunlap should be made aware of signs that are in violation.
- l. Planning Commission Items - Charlie presented some material and also sent by email. Will review and carry all the following:
 - i. Responsibilities for Zoning Discussions/Decisions
 - 1. Make Planning and Zoning Commission
 - 2. Zoning Committee becomes Zoning Board of Appeals
 - ii. Ordinance updating in preparation for commercial development
 - iii. Future New Business
 - iv. Updating building codes
 - v. 9.5.B – Building plans, e.g. new church
- m. Ordinances
 - i. Brett Banaszak of Boone County Sherriff’s Office presented the need to restrict minors in taverns with a change to our liquor control ordinance. **Motioned by Ron, seconded by Judi, motion carried** to change wording to specify “premises kept by a class A license.”
 - ii. 1-6-4, Change to allow non-residents to fill appointed positions Charlie presented an ordinance and also sent by email. This has already been recommended by Administration.
 - iii. Liquor – Charlie stated that Illinois requires insurance. We will add the requirement to add the Village of Poplar Grove as named insured, so that we are notified of changes to or cancellation of the policy.
 - iv. Beaver creek Watershed Plan – Brad gave copies of the four model ordinances Mike Foutch presented us with last time.
- 3. New Business
 - a. Runoff voting – discussed. Home rule status is probably required and might allow us to raise village income. Perhaps Finance should consider first.
 - b. Annexation agreements – Kennedy has requested an extension to their plat and submitted the park/woodland area for a final plat. This area was annexed in 1997 and the Planned Community Development was made preliminary around 2004-2005.
 - c. Permits – nothing at this time.
 - d. Emmanuel Lutheran – land for park discussed. More to come.
 - e. Website hosting does not need renewal until 2017, still we need a village credit card to handle expenses like this.
- 4. Adjournment - **Motioned by Judi, seconded by Ron, motion carried.**
 - a. Next regular meeting November 23, 6:30 PM