

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

**ADMINISTRATION COMMITTEE MINUTES FOR**  
**December 21, 2009 - 6:30 PM**

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

\*=Present, also present were Maureen Brzinski, Charlie Sewell, John Neitzel, Cliff Stetter, Bob Balgemann (BCJ) , Curt Tobin, Tim McCarty, Nancy Stetter and public audience.

Note that all carried motions are unanimous unless otherwise noted.

1. Review and Approval of Minutes – **motion carried.**
2. Introduction of new administrative assistant – Maureen Brzinski.
3. Old Business
  - a. Parks and Buildings
    - i. Bicycle friendly community – Ron has information and will lead.
    - ii. Park commission – Discussion of group formation. Kris will forward names of the two interested people who attended a past meeting to Ron. Brad will be asked to forward a copy of the resolution and any lists of potential members.
    - iii. RAMP – proceeding, but to be removed from agenda unless Judi has something to report.
  - b. Planning / Zoning
    - i. Curt Tobin and Tim McCarty presented the Schumacher pre-annexation agreement. There was much discussion. This location is anticipated to be a Road Ranger gas station and McDonald’s restaurant. An agreement states that Woodstock road is to be the border between Belvidere and Poplar Grove. However, the road does not continue to the west of 76, where this property lies. The map of the border agreement also seems to show that the border ends at 76. As a practical consideration, Poplar Grove should be able to offer sewer and water sooner. This is expected to be resolved. Pending that the border agreement is not restrictive, it was moved that the pre-annexation be recommended, per the comments of the planning commission, which stated that existing fees and requirements would not be grandfathered in, but would change as appropriate in the future. **Motion carried.**
    - ii. Permits. Lane’s had a court appearance and litigation is proceeding. Also discussion of sign permits.
  - c. Ordinances

- i. The most recent ordinance change from Charlie in regards to class A liquor licenses having age and occupancy limits was discussed and recommended for board passage. **Motion carried.**
      - ii. The sherriff's report is available.
      - iii. Discussion about dog ordinance, 3-2-4, which currently limits the number of dogs to two unless a "special kennel permit" is obtained, what other communities are doing, and Poplar Grove's history of a vicious dog. This last point may have led to the current ordinance which does not address responsible pet ownership. Judi will work more and report back.
      - iv. Some discussion was held on the subject of home businesses, ordinance 8-5-1's coverage, and sign restrictions.
    - d. Other Administrative
      - i. Village credit card will be taken from our agenda left to Finance.
      - ii. There was nothing new to report on Census 2010.
      - iii. There was nothing new to report on Prairie Green's home owners association.
- 4. New Business
  - a. Community Garden Development was presented by Nancy Stetter. It is desired to develop land near the village hall. Also discussion of having trees placed along the boulavard of Hill street. Administration had favorable reactions, looked forward to hearing more, and asked that other property owners and adjacent owners concur.
  - b. Unauthorized dumping to be reported to Kurt Dunlap.
  - c. Maureen to have ownership of a "ComGuard" account.
  - d. Village sign work to be continued by Maureen.
  - e. Discussion of talks between the Simerls and Brad on fixing cut drain tiles.
  - f. Discussion on FEMA.
  - g. Maureen is keeping the village hall calendar, so all existing and potential users should contact her.
- 5. Adjournment
  - a. Next regular meeting January 25, 6:30 PM.