# VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

## ADMINISTRATION & ZONING COMMITTEE

**Monday, August 12, 2019 - 6:30 PM**

or immediately following Finance and Public Works Committee Meeting
200 N. Hill Street, Poplar Grove, IL 61065

## MINUTES

**ROLL CALL**
PRESENT
President Owen Costanza
Chairman Ron Quimby
Finance Chairman Eric Miller
Trustee Jeff Goings
Trustee Erin Walsh
Trustee Sophia Ramdass - Present at 6:42 pm
Trustee Ed Wethington
Attorney Roxanne Sosnowski
Deputy Clerk Katie Jaster
Public Works Mitch Hilden
Wastewater Ion Stear
Treasurer Carina Boyd

**APPROVAL OF PHONE PARTICIPATION (Roll Call)**
Motion made by Finance Chairman Miller, Seconded by Trustee Goings.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, , Trustee Wethington

**APPROVAL OF AGENDA (Voice Vote)**
Motion made by Trustee Goings, Seconded by Finance Chairman Miller.
Finance Chairman Miller made a motion to move item number 9 above item number 3, Seconded by Trustee Wethington. Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Wethington
Motion made by Chairman Quimby, Seconded by Trustee Wethington to approve the amended agenda.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee

Wethington

**APPROVAL OF MINUTES (Voice Vote)**

1. Motion to approve minutes from the July 17, 2019 meeting
   Motion made by Trustee Wethington, Seconded by Trustee Goings.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Wethington

**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.*

Jerome Strum, 206 S. State Street, explained to the Village Board him and his girlfriend Abbey Hofbauer just bought the home at 206 S. State Street. Less than 2 weeks of owning the home they encountered a sewer backup. Because of a new Ordinance (2019-16) they would not be able to afford a new sewer lateral. He is asking the Village Board to come to an agreement to help with the costs on fixing the sewer lateral.
Chairman Quimby stated they will investigate the issue and have Public Works Director Mitch assess and give the report to President Costanza.

**DEPARTMENT REPORTS**

2. Building Permits and Code Enforcement, B&F Construction
   No questions.

**NEW BUSINESS**

3. Discussion on adding a Boutique Gaming License
   Motion made by Chairman Quimby, Seconded by Finance Chairman Miller for discussion.
   President Costanza took the floor explaining that Countryside Liquor would like to apply for a Bar Boutique License. Attorney Sosnowski explained to the Board the difference between their current license and the Bar Boutique License.
   Village Board voted on whom was opposed and not opposed. Trustee Ramdass was opposed, Finance Chairman Miller not opposed, President Costanza not opposed, Trustee Wethington opposed, Trustee Goings not opposed, Trustee Walsh not opposed, and Chairman Quimby not opposed. Village Board advised for Countryside Liquor to go ahead and fill application out and then it can be presented again at a different Board meeting.
4. Swearing in of Planning & Zoning Commissioner Al Tilford
   President Costanza stated Al Tilford will be here next week for the swearing in.

5. Swearing in of Planning & Zoning Commissioner William Brandenburg
   Swore in.
6. Discussion and Possible Recommendation to the Village Board to approve Hydeout Bar & Grill Class E Liquor License
   Motion made by Chairman Quimby, Seconded by Finance Chairman Miller.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

7. Discussion and Possible Recommendation to the Village Board to approve **Ordinance 2019-23** An Ordinance to amend Section 6-1A-2 of the Village of Poplar Grove Code of Ordinances regarding Sidewalks in need of repair
   Motion made by Chairman Quimby, Seconded by Trustee Goings.
   Attorney Sosnowski took the floor to explain to the Board about the Ordinance. Village will repair the sidewalks at Village cost for normal wear and tear or deemed an act of god.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

8. Discussion and Possible Recommendation to the Village Board to approve **Ordinance 2019-24** An Ordinance to amend Section 6-1B-3 of the Village of Poplar Grove Code of Ordinances regarding Dangerous Trees and Section 6-1B-4 of the Village of Poplar Grove Code of Ordinances regarding removal of Dangerous Trees, Limbs, and Shrubs
   Motion made by Chairman Quimby, Seconded by Trustee Goings.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

9. Discussion and Possible Recommendation to the Village Board to approve **Ordinance 2019-25** An Ordinance of the Village of Poplar Grove amending Title 5 - Health and Sanitation, Chapter 8 - Code Enforcement Hearing Division, Section 5-8-2 - Code Hearing Division established, of the Village of Poplar Grove Code of Ordinances
   Motion made by Chairman Quimby, Seconded by Finance Chairman Miller.
   Attorney Sosnowski took the floor to explain that this Ordinance is just to keep us update with the State Statute.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

10. Discussion and possible recommendation on **resolution 19-33** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Midwest Community Bank with regards to the Olson Woods, Sherman Oaks and Burled Woods Subdivision.

    Motion made by Chairman Quimby, Seconded by Trustee Wethington.

President Costanza took the floor to explain the Agreement with Olson Woods. Part of the agreement would be to waive the building permit fees and this way the bank would be able to finish all the roads in Olson Woods one at a time.
Voting Yea: Chairman Quimby, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington
Voting Abstaining: Finance Chairman Miller

11. Discussion on Personnel Handbook
Motion made by Chairman Quimby, Seconded by Trustee Wethington for discussion.
Chairman Quimby made the recommendation to change the organizational chart and made a recommendation to push to the Board.
Attorney Sosnowski took the floor to explain the changes made. Driver licenses verbiage, comp time, drug and alcohol policy, workplace violence policy, weapon policy, ada policy, pregnancy policy all changes to State Law, health insurance premiums, sick time, and reimbursement. Village Board members spoke amongst everyone about the changes.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

12. Discussion and Possible Action on Ordinance establishing a Municipal Retailers Cannabis Occupation Tax and Municipal Cannabis Zoning Ordinance
Motion made by Chairman Quimby, Seconded by Trustee Wethington for discussion.
Attorney Sosnowski took the floor to explain the new cannabis law.
Motion made by Finance Chairman Miller to table to September C.O.W. for Village Attorneys to draft an Ordinance opting in, Seconded by Chairman Quimby.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

**ADJOURNMENT (Voice Vote)**

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington
Adjournment at 7:42 pm.