VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

ADMINISTRATION & ZONING COMMITTEE

Monday, October 08, 2018 - 6:30 PM

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

AGENDA

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from August 13, 2018 and September 10, 2018

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.*

DEPARTMENT REPORTS

2. Building and Code Compliance, B&F

NEW BUSINESS

3. Presentation on IML Conference
4. Presentation on MuniCode Meeting.

ADJOURNMENT (Voice Vote)

KJA MM/DD/YYYY

VILLAGE OF POPLAR GROVE

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ADMINISTRATION & ZONING COMMITTEE

Monday, August 13, 2018 - 6:30 PM

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

MINUTES

ROLL CALL
Meeting was called to order By President Costanza as 6:30pm
PRESENT
President Owen Costanza
Trustee Jeff Goings
Trustee Neeley Erickson
Trustee Erin Walsh
Trustee Sophia Ramdass
Trustee Eric Miller
Attorney Aaron Szeto
Admin Diana Dystkra
Clerk Karri Anderberg
ABSENT
Chairman Ron Quimby

APPROVAL OF PHONE PARTICIPATION (Roll Call)
No Phone Participation

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Walsh, Seconded by Trustee Miller.
Voting Yeah, Trustee Goings, Trustee Erickson, Trustee Walsh, Trustee Ramdass, Trustee Miller

APPROVAL OF MINUTES (Voice Vote)
1. Motion to approve July 9, 2018 minutes (Voice Vote)
   Motion made by Trustee Erickson, Seconded by Trustee Walsh.

Voting Yea: Trustee Goings, Trustee Erickson, Trustee Walsh, Trustee Ramdass, Trustee Miller

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.*

No Public Comment

DEPARTMENT REPORTS

2. Administration Report, Diana Dkystra
   Trustee Ramdass is concerned that the Village hired Entre for IT services and we did not enter into a contract with them. Trustees feel that any professional services should be under contract and not "pay as you go". Admin Dkystra said she would reach out to Entre to see if they could come to a future meeting and talk to the trustees.
3. Building Inspection and Code Compliance Report, B&F
   no questions for B&F

OLD BUSINESS

4. Dog Park update by Boy Scout Ian Neibarger
   Ian Neibarger has raised 4,253.37 out of the 5,000.00 that is needed. The village has set aside an additional 5,000.00 for the dog park. The purchase of the land will be in the next couple of months. The village wants to sit down with Mr. Neibarger to look at the fencing to see what the options are. The Village would like to sit down and see if we can help with any additional cost and or upgrades.

NEW BUSINESS

5. Discussion and possible recommendation to the Village Board to update the Village's Business Licensing and Regulations. (Voice Vote)
   After talking to Attorney Szeto the Village Board wants this to go the ordinance committee and bring it back with title 2.
   Motion made by Trustee Miller, Seconded by Trustee Erickson.
   Voting Yea: Trustee Goings, Trustee Erickson, Trustee Walsh, Trustee Ramdass, Trustee Miller

ADJOURNMENT (Voice Vote)

Motion made by Trustee Goings, Seconded by Trustee Erickson.
Voting Yea: Trustee Goings, Trustee Erickson, Trustee Walsh, Trustee Ramdass, Trustee Miller.
meeting adjourned at 7:12pm

VILLAGE OF POPLAR GROVE

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ADMINISTRATION & ZONING COMMITTEE

Monday, September 10, 2018 - 6:30 PM

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

MINUTES

ROLL CALL

President Costanza called the meeting to order at 6:31pm
PRESENT
President Owen Costanza
Chairman Ron Quimby
Trustee Neeley Erickson
Trustee Erin Walsh
Trustee Eric Miller
Clerk Karri Anderberg
Attorney Aaron Szeto
ABSENT
Trustee Jeff Goings
Trustee Sophia Ramdass

APPROVAL OF PHONE PARTICIPATION (Roll Call)
No phone participation

APPROVAL OF AGENDA (Voice Vote)
Motion made by Trustee Miller, Seconded by Chairman Quimby.
Voting Yea: Chairman Quimby, Trustee Erickson, Trustee Walsh, Trustee Miller

APPROVAL OF MINUTES (Voice Vote)
held over until next month due to tech difficulties

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.*

no public comments

DEPARTMENT REPORTS

1. Building and Code Compliance, B&F
   no questions for B&F

NEW BUSINESS

2. Discussion and possible recommendation to the Village Board to approve ordinance 18-21 an ordinance amending title 8, zoning, chapter 2, rules and chapter 6, zoning districts and land use regulations of the Village of Poplar Grove Municipal code (voice vote)
   Attorney Szeto presented the ordinance. Planning and Zoning recommended the case as is with one exception. they would like to see that the solar farms would not be allowed on GB (General Business). Miller likes agrees with PZ.
3. discussion and possible recommendation to the Village Board to approve o**rdinance 18-22** an ordinance amending chapter 5, Village Board of trustees of title 1 of the village of poplar grove, Illinois of ordinances.

   Motion made by Chairman Quimby, Seconded by Trustee Miller.
   Voting Yea: Chairman Quimby, Trustee Erickson, Trustee Walsh, Trustee Miller

   currently our ordinances state Admin meets on the first Wednesday of every month. The trustees
4. Discussion and possible recommendation to the Village Board to approve **ordinance 18-2**3 an ordinance of the village of poplar grove, Boone County, Illinois, ascertaining the prevailing rate of wages for laborers, workmen and mechanics employed on public works of said village.
   Motion made by Chairman Quimby, Seconded by Trustee Miller.
   Voting Yea: Chairman Quimby, Trustee Erickson, Trustee Walsh, Trustee Miller.
   The ordinance is updating the current prevailing wage rates. The ordinance will be posted on the village website.
5. Discussion and update on current subdivision development
   19 building permits were pulled year to date for new home construction. 15 of the new home permits are from Petry Home Builders who plan on pulling more in 2019
6. discussion and update on parks and park land
   Sherman Oaks Park was put in this past summer. President Costanza is working with Rep. Sosnoswki to get grants for park funds. The Village is looking at putting in bathrooms at west grove park. The Village is also looking to work with the Beldivere Park District to get a park on the South side of town. The Dog park land is under contract and should close by the end of the month.
7. Discussion on municode meeting.

Clerk Anderberg asked trustees to make sure they can log with their log ins. If they can't please let the clerk know. Municode has updated the website for the meeting agenda management system, there was some tech issues when getting the agendas out on Friday. Clerk apologizes for the multiple emails that we got sent out. Next month the clerk will do a presentation on muni code and how it works.

ADJOURNMENT (Voice Vote)

Motion made by Trustee Miller, Seconded by Trustee Erickson.
Voting Yea: Chairman Quimby, Trustee Erickson, Trustee Walsh, Trustee Miller

meeting adjourned at 7:07pm

B&F CONSTRUCTION CODE SERVICES, INC.

Building & Fire Protection Plan Review

Training • Inspections • Code Consulting

To: Karri Anderberg – Village Clerk

From: Kenneth Garrett – Vice President – B & F Construction Code Services, Inc.

Date: October 3, 2018

Re: Monthly Report – September

Summary

Issued 14 building permits this month. Conducted an administrative search warrant at 14042 Tall Grass which consisted of a single family home being split into three units. Petry Homes encountered high water table on a couple of lots and had a soil engineer design the foundation. They are beginning framing on the homes. Property Maintenance continues and attended court for citations issued. The department continued to be very active this month with the number of permits, inspections and code enforcement going from 150 last month to 147 this month.

Below are the statistics for the month of September.

Category	
Complaints	17
Verbal/Written Warnings	8
Permits Issued	14
Court Tickets Issued	7
Meetings	6
Phone Calls/Admin. (Thursdays only)	11
B&F Inspections	84
Stop Work Orders	0
Total	***147***