VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

ADMINISTRATION & ZONING COMMITTEE

Monday, January 11, 2021 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)
Motion to approve minutes from the Administration and Zoning Committee meeting from December 14, 2020

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

1. Clerk, Karri Anderberg
2. Code and Permit, B&F

NEW BUSINESS

3. Proclamation for Mansfield Park
4. Proclamation for Poplar Grove Dog Park
5. Discussion on Budget Workshop dates

ADJOURNMENT (Voice Vote)

KJA 01/08/2021

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200 Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815)765-3571
www.villageofpoplargrove.com

December 2020

Clerk Monthly Report

General:

This month the clerk's office was in full swing with holiday gift baskets and end of year ordinances that need to be filed with the County Clerk. Also took in all the election potions. We found the original ordinance book for the Village. This book has our first ordinance from 1895. That means the Village went 36 years without any laws on the books. The Village used this book until 1961. The Clerks office is making digital copies of the book currently. Fun fact we found out that the Clerk's office has always been elected. This is not common in the clerk world. As we make digital copies of the ordinances, we are also able to see every Village President and Village Clerk that has ever been elected.

FOIA:

We had 3 FOIA requests in the month of December.

Permits:

For the month of November, we had 20 permits submitted and 1 new home permits submitted. We are continuing to work with our permit officer to close out the summers permits. We are also filing all the closed 2020 permits and putting them in the pin files. We will start working with staff and volunteers to scan the pin files to make the digital. This is a big project and will take many months

Code:

For the month of November, we sent out 5 code violation letters. 3 of the 5 have come into compliance. We will have 1 outstanding from the previous month. We do have ordinance court for the month of January.

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: January 7, 2021

Re: Monthly Report – December

Summary

Temporary Occupancies are still being worked on. We were able to close a some of them out. There are public sidewalk and engineering items remaining. We continue to work on 201 N. State to bring this property into compliance. 4400 Illinois Route 176 was issued a notice to appear at the administrative hearing this month. I am working with 290 E. Park on the possibility of removing the existing building and constructing a new one. The number of permits, inspections and code enforcement equaled 112. This number decreased from 164 last month to 112 this month.

Below are the statistics for the month of December.

Category

Complaints	1
Verbal/Written Warnings	15
Permits Issued	18
Court Tickets Issued	1
Meetings	4
Phone Calls/Admin. (Mondays only)	1
B&F Inspections	72
Stop Work Orders	0
Total	***112***

Proclamation

WHEREAS the VILLAGE OF POPLAR GROVE has purchased the following real property 211, 215 and 217 Saratoga Lane and the land across from 200 North Hill Street and determined that said real property is a parcel that would be useful, advantageous, necessary, or desirable for the municipal purpose and public welfare of citizens as a public park,

WHEREAS, individuals and organized forms of recreation and the creative use of free time have gained growing importance in the lives of all Americans as they find more time for personal pursuits; and

WHEREAS, recreation and parks in its most far-reaching benefits, can help combat problems of juvenile delinquency, drug abuse, disabling old age, and general depression by highlighting new avenues of interest to every individual in the community; and

WHEREAS, our village offers a various array of park facilities and leisure activities for the benefit of all our citizens; and

WHEREAS, these park and leisure activities contribute immeasurably to the physical, mental, and economic health of our residents;

NOW THEREFORE the VILLAGE OF POPLAR GROVE urge our citizens to recognize all the benefits derived from quality public and private recreation and park resources in our community.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE VILLAGE OF POPLAR GROVE TRUSTEES, as follows:

The land commonly referred to as 211, 215, and 215 Saratoga Lane

Is hereby dedicated to the purpose of public park, and such park shall be known as and referred to as MANSFIELD PARK.
The land commonly referred to as the land across from 200 North Hill street

Is hereby dedicated to the purpose of public park, and such park shall be known as and referred to as POPLAR GROVE DOG PARK.

Dated this 11th the day of January 2021.

Owen Costanza	Karri Anderberg
Village President	Village Clerk

Proclamation

WHEREAS the VILLAGE OF POPLAR GROVE has purchased nonresidential real property and determined that said real property is a parcel that would be useful, advantageous, necessary, or desirable for the municipal purpose and public welfare of citizens as a public dog park,

WHEREAS, individuals and organized forms of recreation and the creative use of free time have gained growing importance in the lives of all Americans as they find more time for personal pursuits; and

WHEREAS, recreation and parks in its most far-reaching benefits, can help combat problems of juvenile delinquency, drug abuse, disabling old age, and general depression by highlighting new avenues of interest to every individual in the community; and

WHEREAS, our village offers a various array of park facilities and leisure activities for the benefit of all our citizens; and

WHEREAS, these park and leisure activities contribute immeasurably to the physical, mental, and economic health of our residents;

NOW THEREFORE the VILLAGE OF POPLAR GROVE urge our citizens to recognize all the benefits derived from quality public and private recreation and park resources in our community.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE VILLAGE OF POPLAR GROVE TRUSTEES, as follows:

The land commonly referred to as the land across from 200 North Hill street

Is hereby dedicated to the purpose of public park, and such park shall be known as and referred to as POPLAR GROVE DOG PARK.

Dated this 11th the day of January 2021.

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Owen Costanza
Village President

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Karri Anderberg
Municipal Clerk