VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

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May 2021

Clerk Monthly Report

General:

We had a busy month with liquor packets and another record number of permits. All liquor packets were turned in on time and paid for. Clerks' office will take June to finalize our end of the gaming, liquor, and tobacco licenses.

FOIA:

We had 2 FOIA request in the month of April. The FOIA requests were the following:

1. Robin- Connie Description of requested public records: Issued building permits for both commercial and residential with a value of 100,000.00 and up. This request would like all information pertaining to these such as contractor name and addresses, property number, owner of said property, subdivision name and lot number if residential, residential demo permits. I would prefer this report by email. I am disclosing that this request is for commercial purposes.
2. Attorney Timothy Donghue – Copies of live feeds and or records of village committee meeting of the whole or in peart recorded or live streamed from Donald Sattler personal and village issues cell phone, together will all emails and documents on those devices regarding any and all references to Owen Costanza from April 1, 2021 to present.
3. Stan Duda 472 Burled Woods- We would like to request the following documents:

- All submittals by the builder for this address and any exchanges with the Village
- Building inspector reports/concerns/exchanges internal and with the builder
- Any "red tags" or violations related to this property.
- A complete list of all open issues with this builder related to this property.

4. Please provide all insurance policy information from 2016-present. This request includes who the insurance agent/agency is on each policy and when the policies were originally written. Please provide Agent or Broker of Record Letters transferring agent/agency to policies. 2016-Present This request is for the following policy types. All commercial related policies-Workman's Comp, bonds, vehicles, buildings etc. All health insurance related policies-Group Health, Group Dental, Group Life, Group Vision, Voluntary policies, etc. Again, all insurance policies for the Village of Poplar Grove from 2016-Present.

Permits:

For the month of, we had 51 residential, 2 new home permits submitted, for a total of 53 permits. Lots of re-roof, pools, and driveways.

Code:

For the month of April, we sent out 2 code violation letters and 10 mowing violations and multiple trash can warnings. The homeowner with the administrative search warrant from April has fixed the issue.