

VILLAGE OF PEOTONE
ADMINISTRATIVE OVERSIGHT COMMITTEE MINUTES
Minutes of July 14, 2025

CALL TO ORDER, ROLL CALL

The Administrative Oversight Committee was called to order at 5:00pm at the Municipal Complex Hall, 208 E. Main Street, Peotone, Illinois, by the Committee Chair, Trustee Gary Hudson. In attendance were Trustee Hudson, Trustee Bowden and Trustee Sluis. Also present was Mayor Vieaux, Village Administrator Palmer, Police Chief DeMik, Public Works Manager Hennke, Trustee Richards, Trustee Sandberg and Trustee Strba.

MINUTES

Motion by Sluis, Second by Bowden to approve the Administrative Oversight Committee minutes from February 25, 2025. All voting Yes; Motion Carried.

PUBLIC COMMENT - None

DISCUSSION ON SPORTSMAN'S CLUB LEASE AGREEMENT

The Sportsman's Club currently has a lease that will be expiring in March 2026. There are concerns that the facility is unavailable to residents and that the property is being used as a private residence. There was discussion on what options are available including voiding the lease immediately, not renewing the lease in March, having the residents evacuate the property and shutting off the water to the property. It was reported that currently the members of the club do not have access and have to call in advance to access the club. There was discussion on what liability the Village would take on if the lease is terminated and it included the water, cutting the grass, installing a fence, returning the property to its previous condition and then maintaining the property and organizing a new community club and who would initiate and organize it. It was determined that the current lease will not be terminated early but it will not be renewed. The Village will have the attorney draft a letter and will be sending it once completed and will look for someone to reorganize the club.

DISCUSSION ON EVENT PERMIT REGULATIONS, GUIDELINES AND REQUIREMENTS

There was discussion about the current process for events, mainly in the downtown area, and how involved the Village should be. There was discussion about revising the applications and if the Village should be covering any expense. The consensus was that the Village would like to promote the downtown area and provide recreation and entertainment for the community. The current expenses include administration, labor from Police and Public Works and equipment. There is currently no charge for the event, only for an Amplifier Permit or Liquor License, and porta potties are not required. The liquor code is also being reviewed and there will be future discussion and determination regarding defined rules, what is allowable, should fencing and signage be required and road closure. The consensus was to leave the way it is, Public Works will set up barricades and the Liquor Commissioner (Mayor Vieaux) and the Administrator Palmer have the authority to approve. There will be a line item put in next year's budget to cover some event expenses and the guidelines will be revised this fall.

DISCUSSION ON BUILDING DEPARTMENT/PLANNING FUNCTIONS

With a number of changes in the building and planning work over the past several years and the departure of a full time staff person there has been a significant amount of transition ongoing. Administrator Palmer identified a resource that can provide expert advice on a more regular basis to move specific planning or building issues forward. The Village's current engineering firm, Robinson Engineering, offers Planning Services on a as needed basis and fits within the existing Village budget parameters. There are currently sufficient funds, and no additional dollars will be needed to fund this consultant work.

GENERAL DISCUSSION – None

ADJOURNMENT-Motion by Sluis, Second by Bowden to adjourn the Administrative Oversight Committee meeting at 5:46pm. All voting Yes; Motion Carried.