

## CITY OF BELLEWOOD

### MINUTES - COMMISSIONERS MEETING – February 18 , 2014

The meeting was called to order at 6:35 pm by Mayor Orr. Meeting was held at 3911 Leland Rd.

Commissioners in attendance were Karen Koch and Wayne Rudloff.

The minutes of the December 2013 and January 2014 meeting were reviewed and approved as submitted.

Financial Report - The year-end and monthly financial reports prepared by Joe Duane were reviewed. The current monthly report format has been reinstated and the correct the year end financials were provided.

#### Old Business

Ordinance Enforcement –Mayor Orr asked for input from the commissioners and got an agreement that the city should address violations of existing ordinances. All commissioners were requested to have some preferred method of assuring standardization of ordinance violation notifications. We agreed that unless imminent personal danger or property damage was incurred that the process would include the following steps: Verbal notification to resident of violation by mayor and/or commissioner(s), followed by formal letter 30 days later outlining ordinance and expectations to resolve, if no response (or inadequate compliance) another letter will be sent after an additional 15 days, if resident is still out of compliance with ordinance the matter will be referred to legal counsel for enforcement.

Alley Maintenance/Trees – City paid for tree removal in alley on Chenoweth near Brookfield after it fell during a storm. Priorities for 2014 will be discussed when the weather breaks.

Speed humps – Spring painting needs to be considered for visibility.

Clerk/Treasurer position – Mayor Orr has completed the job description and will begin interviewing candidates in March. Joe Duane will continue to be reporting on the tax collection process and all financial reporting as we move forward. Joe has agreed to temporarily stay on through March, 2014 to assure a smooth transition with a new hire.

New Business – A check for \$1,000 was received from Bailey Construction as a bond on the Jacobi project. Mayor Orr will continue to attend any planning review meetings regarding the developments at the Masonic Home.

Next meeting is scheduled to be on March 18, 2014 - 6:30 pm at 3911 Leland Road. The meeting was adjourned at 7:10 pm.