

City of Bellewood

Commission Meeting Minutes – February 12, 2019

Meeting was called to order at 6:39 PM by Mayor M. Klein

- Present: Mark Klein (Mayor), Bruce Gale (Commissioner), Steve Dougherty (Commissioner), Doug DeMoss (Commissioner), Austin Kupper (Commissioner)
- Guest: Finn Cato (City of Bellewood Lawyer), Doug Gordon (AnyTime), Rhonda Poston (Anytime)

New Business:

- Doug Gordon and Rhonda Poston from Anytime Waste Systems introduced themselves to present what services Anytime can offer to the City of Bellewood. Rumpke's contract is due up in June and the Commission will publish bid requests for waste management services in the upcoming month. Services, costs, and historical value on services will be factored for award.
- Meeting minutes from Bellewood Commission meeting on January 08, 2019 were reviewed. Austin Kupper Motion for approval, Doug DeMoss seconded motion for approval.
- Finn Cato counseled the City of Bellewood Commission on communication and examples of other small cities cases, The Open Meeting Act, Executive Sessions, and policies for Implementing ordinances.
- 2018/2019 Fiscal Budget was reviewed.
 - o Police Grant – Provided in last two years. Request for extension should be applied.
 - o Tree Cleanup – Consider revamping services with Sang tree service.
 - o Rumpke – Payment for services last month has not been cashed. Stop on check may be required and re-issue.

2018/2019 Fiscal Budget was approved. Mark Klein motioned for approval, Bruce Gale second motion for vote. All commission's voted for approval.

- City Taxes for the City of Bellewood are due before March 31, 2019 for the discount. Notices will be issued as a reminder for the discounted rate.
- Role of City Clerk:
 - o Possible to combine duties of current clerk and monthly meeting minute recorder to one role.
 - o Job Descriptions for Staff positions, criteria, and compensation discussed.

- Next meeting agenda: Evaluate if feasible to combine all roles to one position. If not, keep current city clerk duties though Clay and Associates, and establish position for meeting minute recorder, storage of files, etc.

Old Business:

- Letter to Residences that did not comply with current city ordinance 12.1 Maintenance of Premises and Landscape elements were issued and delivered through Certified mail. Letter's that were not accepted are being hand delivered to the owner/tenant.

Agenda for Bellewood Commission Meeting to be held March 12, 2019

- Determining role of new City Clerk/Treasurer and nominee's
- Waste Management services
- Neighborhood Yard Sale/Block party/Newsletter

Meeting adjourned at 7:28 PM