

**City of Bellewood
Commission Meeting Minutes
June 28, 2011**

The meeting was called to order by Mayor Kevin Orr at 6:50 p.m. Present were Commissioners Eric Gunderson, Kay Helm, Karen Koch, and City Clerk Madge Brown.

The minutes from the May meeting were reviewed. Commissioner Gunderson made a motion to approve the minutes. The motion was seconded by Commissioner Helm.

Mayor Orr introduced the new City Clerk, Laura Clements and thanked Madge Brown for her service. Laura will take over the Clerk's duties effective July 1, 2011.

Old Business

Alley Survey – Mayor Orr spoke to Cardinal Surveying Services and received a bid of \$1,500. Cardinal will mark off the alley and note what property is encroaching on the alley. Legal counsel has recommended not closing the alley because of ownership complications.

Block Watch – Commissioner Koch is coordinating this project and has arranged a Town Meeting for July 20 at Masonic Home. A flier will be distributed the week of July 5-6.

Budget Review – The Commission reviewed the budget (third reading). Commissioner Gunderson suggested that tax revenue line item be adjusted. Mr. Gunderson then made a motion to pass the budget with the change to the tax revenue amount. The motion passed unanimously. Commissioner Rudloff voted in the affirmative via proxy.

New Business

The City received a letter from the Department of Local Government asking for a list of city officials. Madge Brown's name will be replaced with Laura Clements.

Mayor Orr has requested bids from accounting firms. An audit or review must be completed by May 2012 with a copy to the Department of Local Government. If the total receipts for the fiscal year are less than \$75,000, a review is all that is required.

Mayor Orr has spoken to TSI Paving Co. about repaving the northern section of St. Matthews Avenue and repairing corners of St. Matthews Avenue at Ormond Road. The estimate to do the work was \$900.

Mayor Orr and Commissioner Koch visited residents on Elmwood to address various issues: a dead tree in the right-of-way; new residents parking in front of other residents' homes; backyard junk and numerous cars/tenants at one home. The Mayor will write a letter to the latter resident.

Commissioner Assignments – Duties will be divided among the four Bellewood commissioners as follows:

1. Communication/Website/Newsletter – Eric Gunderson
2. Engineering/Roads/Signage/Lighting – Wayne Rudloff
3. Sanitation/Litter/Tree Planting/Environmental Concerns – TBD
4. Security/Safety/Speed Humps/Ordinance Enforcement – Karen Koch

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Madge C. Brown
City Clerk