

## CITY OF BELLEWOOD

### MINUTES - COMMISSIONERS MEETING – OCTOBER 18, 2011

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

Commissioners in attendance were Eric Gunderson, Karen Koch, and Wayne Rudloff.

The minutes of the September 20, 2011 meeting were approved as submitted. Moved by Rudloff and seconded by Gunderson and approved by unanimous vote.

The year-end financial report was reviewed and approved. The monthly report was delayed pending more information and the transfer of documents/processes from the prior City Clerk to Joe Duane, the new City Clerk/Treasurer.

#### Old Business

Alley Survey – The survey of the alley between Brookfield and Elmwood was presented by Richard Matheny of Cardinal Surveying. The survey confirmed ownership of the alley and a small access driveway off of Elmwood by the city. There were no buildings encroaching the 5 ft. rear yard requirement. There are several large trees in the alley that are the responsibility of the city for maintenance. There was significant discussion by the Commissioners and Mayor regarding the survey and the options available present some opportunity/issues and all agreed on the need for more discussion at upcoming meetings.

Website Development – Commissioner Gunderson will manage the development and implementation process and plans to meet with the developer in the next couple of weeks. The website address is: [www.bellewoodky.org](http://www.bellewoodky.org).

Ordinance Process – The proposed new set of ordinances were reviewed and the first reading commenced. The second reading is scheduled for November or December pending comments with implementation scheduled for January 1, 2012. Any changes to the original draft of new ordinances should be forwarded to Eric for draft revisions. We plan to have a written and electronic communication to residents in December via letter and website.

#### New Business

Accountant Review – Council agreed to work with Veeneman this year – motion made by Gunderson and seconded by Rudloff. City Clerk Joe Duane will be reporting on the process as it moves forward.

Specific Property Issues – Mayor Orr agreed to contact any resident regarding the disposition of property in disrepair or abandonment. In the meantime, if necessary, city resources will be used to maintain the appearance of any existing property. It was agreed that all speed humps and stop sign lines will be painted in the next few weeks. Mayor Orr suggested that a local high school student could be contracted for an amount less than previously paid to another contractor. The commissioners agreed that the project needed to be done immediately due to safety concerns and to commence the work.

Newsletter - Mayor Orr will be sending out a newsletter letter this fall to all residents in the next couple weeks to remind them of vehicle speed, parking and other items of mutual interest. Commissioners Rudloff and Gunderson suggested having all future correspondence with residents be through electronic mail. There were concerns expressed about access to computers by some residents and a transition process will need to be considered.

Commissioner Appointment – Megan Walz of Napanee Road was contacted by Mayor Orr about replacing Kay Helm on the commission and agreed to begin at the November meeting

Next meeting is scheduled to be on November 29, 2011 - 6:30 pm at 3911 Leland Road.

The meeting was adjourned at 7:55pm.