

## **City of Strathmoor Manor Minutes for January 22, 2015**

The meeting of the City of Strathmoor Manor Commission was called to order. In attendance were the following: Mayor Brian Cobb; Commissioners Bob Peterson, Kathy Barber and Susan Stopher; John Harrison, Strathmoor Manor Attorney; residents Susan and Luke Schroeder; and Strathmoor Village Mayor and Safety Director, Jay Bowman.

The Meeting Minutes for December 2014 were reviewed and approved.

**Police Business** – The December report was reviewed.

Stopher mentioned that a Graffiti Abatement project meeting will be held on January 29, 2015 at 5:30 being organized by Josh White. Discussion ensued that we have not had any significant graffiti issues.

Mayor Bowman indicated that the Village would be contacting us in March or April about renewing the contract for police services.

**City Business/Legal** –

Harrison reported that Zandona was sworn in on December 15, 2014 and her signed oath was added to the official record.

Resolution 2015-1, a resolution appointing Robert Peterson as a city commissioner was unanimously passed.

Peterson was sworn in as a Commissioner and his signed oath added to the official record.

Harrison provided a certified mail receipt and copy of a letter to the Secretary of State answering specific statutory questions about the Manor. The classification of cities by class has been removed from the state statutes and now Strathmoor Manor is a Home Rule city. This does not change in any way the powers or authority of the Manor.

Harrison distributed Financial Disclosure forms that were completed by the Mayor and Commissioners and added to the official record.

Commissioners' areas of responsibilities were discussed. Stopher will continue as City Clerk and Peterson as Treasurer. Barber is willing to continue with Communications or switch to Maintenance. Pending.

A listing of private and public contact information for all Manor officials was circulated. Harrison will update and distribute it.

The online Manor information form will be completed by Stopher as soon as the listing information is complete.

A monthly calendar for 2015 was discussed. This will be used to schedule Commission work and insure that issues are addressed in a timely manner.

Stopher reported that the city insurance policy for liability and Errors and Omissions was received. It is effective through early December 2015. After discussion, it was agreed to explore bidding this policy in July. Cobb will research fidelity bond coverage for him and Peterson.

Harrison distributed complete sets of the ordinances to all Commission members.

Harrison outlined the responsibilities of the City Attorney including attendance at all meetings and an overview of the costs of such service. It was noted that emails between Commission members did not need to include Harrison on the distribution list, until legal guidance is required.

2014 Taxes - The taxes at 2108 Lowell (Logan) have been paid so a lien is not required. Also, the PVA has validated the Homestead Exemption for 2172 Lowell (Peterson/Goldsmith) and the taxes will be paid next week. All other taxes have been paid.

Harrison noted that a complete review of the Maintenance expenses for FY 2014/15 must be done at the February meeting, since a budget revision may be required.

There was a First Reading of an Ordinance Series 2015, Number 1 regulating use and construction in public rights of way. After discussion, it was agreed to amend section 3 to include LGE.

There was a First Reading of an Ordinance Series 2015, Number 2 amending the FY 2014-2015 annual budget.

### **Maintenance**

Barber reported that LGE will not move the utility pole in the grassy alley off Shelley. Discussion ensued about the alley issues including parking that obstructs the garbage trucks and maintaining the pavement.

Shelley right of way between Lowell and Strathmoor was discussed. Harrison explained the right of way and showed platting maps. Zandona had submitted a diagram of some measurements that she had made. Stopher was requested to contact Dennis Boyd and Scott Kiefer to discover if they have surveys of their properties that will help to clarify this issue.

It was noted that the project to resolve the problem at the rear alley of Shelley Avenue was being considered by MSD for the new fiscal year beginning July 1, 2015 (Project # FN08272014). MSD repaired the drain on the alley at Lakeside Drive this week.

It was noted that the Manor has no right of ways at the homes on Emerson at 2001, 2003, and 2005. This results in the Manor having no control over trees on those lots. The resident of 2003 Emerson has been advised that the LGE concerns raised about the ash tree in her yard was hers to resolve with LGE.

Since Zandona was absent, the tree work will be discussed at the February meeting.

The bid for mowing, mulching, and weeding in the circle and park from Nally was reviewed. Zandona was requested to obtain another bid and confirm Nally's bid for this year.

## **Financial**

Reviewed and approved the January financial report and Balance Sheet prepared by Pat Colgate.

Cobb and Peterson have met with Colgate, reviewed the city's accounts, and updated account signatures. Discussion about accounts was held with changes being considered. Harrison will check on the Law Enforcement Assistance Grant money (HB 413).

## **Communications**

Work is continuing on collecting contact information for each residence.

Newsletter topics are needed. The next newsletter will not be published until after the February meeting, since a budget revision notification may be required.

The FB page and website will be updated regarding contacts, home rule city status and all other matters.

The Commission agreed that all minutes will be placed on the website after approval at the next meeting.

The next regular meeting will be February 26, 2015.