

**ADMINISTRATIVE APPEALS BOARD**  
**May 15, 2024 - 4:00 PM**  
**City Conference Room - 1515 Strongs Avenue**

**MINUTES**

Meeting Items

**1. Roll Call.**

**Present:**

Ald. Keymer, Kneebone, Shuda, Member Tiffany

**Excused:**

Member Speckman.

**Others Present:**

Clerk Yenter, Neighborhood Improvement Coordinator Kordus, Attorney Beveridge.

**2. Election of Chair.**

Clerk Yenter called for nominations for Chair of Administrative Appeals Board.

Ald. Keymer nominated Member Speckmann as Board Chair.

As there were no further nominations, Clerk Yenter closed nominations.

Ald. Kneebone moved, Ald. Shuda seconded, to close nominations and cast a unanimous ballot for Member Speckmann as Board Chair.

Call for the vote: ayes all, nays none. Motion carried.

**3. Election of Vice-Chair.**

Clerk Yenter called for nominations for Vice-Chair of Administrative Appeals Board.

Ald. Shuda nominated Member Tiffany as Board Vice-Chair.

As there were no further nominations, Clerk Yenter closed nominations.

Ald. Keymer moved, Ald. Kneebone seconded, to close nominations and cast a unanimous ballot for Member Tiffany as Board Vice-Chair.

Call for the vote: ayes all, nays none. Motion carried.

#### **4. Minutes of the March 13, 2024 meeting.**

Ald. Keymer moved, Ald. Kneebone seconded, to approve the minutes of the March 13, 2024 meeting.

Call for the vote: ayes, all; nays, none; motion carried.

#### **5. Appeal of notice/service charge for property maintenance violation:**

##### **a. \*\*\*2725 Soo Marie Avenue.**

Ms. Slowinski stated they misunderstood the deadline for the carpet removal and it was also noted that there was no house number.

Neighborhood Improvement Coordinator Kordus gave an overview of the violation and noted that he did not observe a house number.

Member Tiffany questioned if the Stevens Point contractor picked up the carpeting.

Neighborhood Improvement Coordinator Kordus answered that they did not.

Ald. Keymer questioned if the non-compliance was mailed.

Neighborhood Improvement Coordinator Kordus confirmed that it was.

Ald. Shuda reiterated that the owner removed the carpeting.

Ms. Slowinski confirmed they did.

Ald. Kneebone discussed that if Ms. Slowinski would have requested an extension it would have been granted.

Member Tiffany confirmed that the fine is not an abatement fee. The fine is a re-inspection fee.

Ald. Kneebone moved, Ald. Keymer seconded, to uphold the appeal and waive the fine.

Call for the vote: ayes, all; nays, none; motion carried.

##### **b. 309 Meadow Street.**

Ms. Crivello discussed putting a chair on the curb but did not see that it was tagged due to knee surgery.

Neighborhood Improvement Coordinator Kordus gave a brief overview of the violation. The item was tagged and picked up by a city contractor three days later.

Ald. Keymer questioned what the city compliance is with the pink slips.

Neighborhood Improvement Coordinator Kordus answered compliance within the last three years has been in the high seventies.

Ald. Keymer questioned if there could be a press release to help the public understand the pink tags.

Ald. Kneebone questioned the verbiage on the tags.

Neighborhood Improvement Coordinator Kordus answered and explained.

Ald. Keymer moved, Member Tiffany seconded, to waive the inspection fee; however, the abatement fee stands.

Call for the vote: ayes, all; nays, none; motion carried.

**c. 1509 Academy Avenue.**

Ald. Shuda questioned if Neighborhood Improvement Coordinator Kordus observes all violations or if they receive calls on the items.

Neighborhood Improvement Coordinator Kordus explained that some are observed by him. However, he also receives anonymous complaints by phone or on-line.

Member Tiffany questioned if the owner of 1509 Academy Avenue had spoken with him.

Neighborhood Improvement Coordinator Kordus stated he did not recall that.

Ald. Keymer moved, Ald. Shuda seconded, to deny the appeal for 1509 Academy Avenue.

Call for the vote: ayes, all; nays, none; motion carried.

**6. Adjournment.**

Adjourned at 4:22 p.m.