

ADMINISTRATIVE APPEALS BOARD
July 9, 2025 - 4:00 PM
City Conference Room - 1515 Strongs Avenue

MINUTES

Meeting Items

1. Roll Call.

Present:

Ald. Birr, Kneebone, Lang, Member Speckmann.

Excused:

Member Tiffany.

2. Election of Chair.

Clerk Pagel called for nominations for Chair of the Administrative Appeals Board.

Ald. Kneebone nominated Ald. Lang as Board Chair.

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

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

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

3. Election of Vice-Chair.

Chair Ald. Lang called for nominations for Vice-Chair of the Administrative Appeals Board.

Ald. Kneebone self-nominated as Board Vice-Chair.

As there were no further nominations, Chair Ald. Lang closed nominations.

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

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

4. Minutes of the March 12, 2025 meeting.

Ald. Kneebone moved, Member Speckmann seconded, to approve the minutes of the March 12, 2025 meeting.

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

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

a. 2115 Vermont Avenue.

Neighborhood Improvement Coordinator Kordus gave an overview of the violation, the preceding events, as well as his responsibility to follow up with a service fee for the failed compliance check. Mr. Kordus explained that the tenants had been evicted and this was a rare occurrence that, if he were not obligated to send the service fee, he would not have.

Ald. Kneebone spoke about feeling badly for the landlord due to the nature of the situation, highlighted that the landlord was the one to call the city to report, and would motion to waive the fee.

Member Speckmann spoke about fees being passed onto the tenant in the form of a security deposit and asked if there was one.

Ms. Gosh spoke about there being a \$500 security deposit. However, they are looking at additional damages totaling \$12,500.

Member Speckmann spoke about Neighborhood Improvement Coordinator Kordus never requesting approval to waive the fee. Therefore, in this situation, he will second the motion.

Ald. Lang spoke about the need for people to come forward in good faith and thanked the landlord for working with the city.

Ald. Birr spoke in agreement with what had been said.

Neighborhood Improvement Coordinator Kordus thanked the landlord for coming forward from an enforcement standpoint and that this was a good example of the city showing leniency.

Ald. Kneebone moved, Member Speckmann seconded, to approve the appeal and waive the fine.

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

6. Schedule date and time of the next meeting.

Ald. Kneebone moved, Ald. Lang seconded, to hold meetings when there are at least two appeal cases on the third Wednesday of the month as the case load demands.

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

7. Adjournment.

Adjourned at 4:12 p.m.