

**Village of Belleville  
Public Works and Parks Committee Meeting  
February 20, 2012  
Minutes**

Present: Gary Ziegler, Ben O'Brien, Tyler Kattre, Jerry Butts

Absent:

Guests: Dan Huebner (General Engineering Company)

**Meeting Called to Order by Gary Ziegler at 5:31 p.m.**

**Approval of Minutes** – No Minutes to Approve

**Visitors Wishing to Speak on Items Not on the Agenda** – There were no visitors wishing to speak on items not on the agenda.

**Visitors Wishing to Speak on Agenda Items** – There were no visitors wishing to speak on items on the agenda.

**Old Business**

**Village Ordinance Enforcement** – Dan Huebner, General Engineering Company, was present to discuss the Village Property Maintenance Ordinance Enforcement Project.

Dan reviewed the 2011 Property Maintenance Inspections (Phase 1). A total of 45 properties were sent letters in June, 2011 and September, 2011 from General Engineering Company advising them of the violations and the time frame for resolving the violations. As of February 20, 2012, 16 of the 45 properties have not addressed the violations. The Public Works and Parks Committee discussed the options with Dan who advised the next step in the process is to send a follow up letter to the properties regarding the resolution of the violations and the possibility of citations/fines in the event the violations are not corrected. The Public Works and Parks Committee instructed General Engineering Company to send a follow up letter to 14 of the 16 properties.

General Engineering Company staff performed Property Maintenance Inspections on numerous properties in the Village (Phase 2) and provided the Public Works and Parks Committee with documentation describing the ordinance violations and pictures as evidence of the violations for the properties they inspected and feel need to have the ordinance violations rectified. The Public Works and Parks Committee reviewed the documentation provided by General Engineering Company. A total of 42 properties will be sent letters from General Engineering Company advising them of the violations and the time frame for resolving the violations. General Engineering Company will provide updates to the Public Works and Parks Committee at a future meeting.

**New Business**

The Public Works and Parks Committee will meet on the following dates:

Monday, February 27, 2012 – 6:00 p.m. – Village Hall

**Motion by Tyler, seconded by Ben O'Brien to adjourn (6:38 p.m.). Motion carried.**

Respectfully submitted,

Gary J. Ziegler, Chair  
Public Works and Parks Committee