

CITY OF WATERLOO ADMINISTRATIVE REVIEW APPEALS BOARD
MEETING MINUTES: January 10, 2018

Digital audio files are archived with these written minutes additionally serving as the official record.
Minutes, audio & meeting packet are accessible at www.waterloowi.us

1. **CALL TO ORDER & ROLL CALL.** Alderperson Quimby called the Administrative Review Appeals Board to order at 5:00 p.m. Board members present: Alderperson Jeni Quimby, and citizen appointee Cliff Butzine. Absent: Mayor Thompson. Others present: Diane Graff, the Courier; Maureen Giese, Richard Korth; Mandy Martin; Linda Peters; Fred Peters; Ted Stenberg; Public Works Director Chad Yerges; Assistant Public Works Director Jeff Robbins; Deputy Clerk/Treasurer Mike Kawula; Gabriel Elder; Nicole Tuttle; and Clerk/Treasurer Hansen.
2. **REVIEW PROCESS OVERVIEW.** Hansen labeled the process as a quasi-judicial proceeding. Butzine stated a clarification to his action at the prior January 4th board meeting. Butzine said he believed Nelson had shoveled his walk. He said he did not vote to reverse based on the light snow.
3. **ADMINISTRATIVE STAFF SUMMARY OF ACTION.** Yerges submitted the photos taken and the other printed material mailed with the \$95 invoice to each party now requesting a review.
4. **AGGRIEVED PARTY SUMMARY**
 - a. Presentation of evidence that administrative action was improper.
 - i. Linda Peters, 209 Harrison Street. Peters said she did shovel and blowing snow occurred.
 - ii. Mandy Martin, 222 Mill Street. Martin said she was out of town and the neighbor did clear the walk, but didn't know exactly where the property line was and did not fully clear the sidewalk. She said the amount of the invoice for clearing the walk was excessive.
 - iii. Kevin Zastrow, 509 Harrison Street/404 Milwaukee Avenue. Renter Gabriel Elder spoke on the matter saying DPW came through at 11 a.m. or 11:30 a.m.; the snow amount looked like a dusting; the weather was warming and he was going to wait until later in the day to see if it had melted. He said the \$95 charge for two minutes of work was ridiculous.
 - iv. Waterloo Area Historical Society, 130 East Polk Street. Maureen Giese said the property was near Nelson's; the snow was a dusting; the snow amount was less than what was regularly left by a snow blower after an average snow. She said she paid the amount; had no ideas she could appeal; and agreed with all said during the Nelson review and said the same logic should be applied to 130 East Polk Street.
 - v. Chad Melotte, 760 Lexington Way. No information presented.
 - vi. Michael Beyer, Orchard Storage LLC, 660 Lexington Way. No information presented.
 - vii. Ken Frandle, 920 Lum Avenue. No attendee presented information. Hansen noted that the individual would not be able to attend.
 - viii. Ted Stenberg, 466 West Madison Street. Ted Stenberg said salt would be inactive during the cold. He submitted additional pictures showing his neighbors walk with snow. He also submitted a note.
5. **REVIEW DECISION.** No action taken. Quimby said she would like to reverse all submittals dated 2/12/2017 and affirm the others. Butzine said he wanted to affirm them all. No motion was made as it was realized that neither board member would second the other person's motion.
6. **ADJOURNMENT. MOTION:** Moved by Quimby, seconded by Butzine to adjourn until such time as all three members could be present. Motion carried. Approximate time: 5:50 p.m.



Attest:
Mo Hansen, Clerk/Treasurer