

**CITY OF BRIARWOOD
August 2023
APPROVED MINUTES**

The second monthly meeting of the Briarwood Commissioners for the fiscal year beginning July 1, 2023, was held at Meadowvale City Hall at 7:00pm Monday, August 7th, 2023.

Mayor: Brian Sutton

Commissioners in Attendance: Liz McGrath, Rob Toler, Jeff Toler, Madelynn Buchanan

City Clerk/Treasurer: (Not Present)

City Attorney: Stan Chauvin

Visitor(s): Morris Fugate

MINUTES

August Meeting Minutes were reviewed. A **MOTION** was made to accept the minutes by Madelynn Buchanan and **SECONDED** by Rob Toler. **MOTION CARRIED.**

TREASURER'S REPORT

August Treasurer's Report was reviewed. A **MOTION** was made to accept the report by Liz McGrath and **SECONDED** by Jeff Toler. **MOTION CARRIED.**

OLD BUSINESS

- **City Audit:** Liz will send list of CPA email addresses to Nick and Brian to contact regarding audit.
- **Troublesome Trees:** Discussion tabled.
- **Vision Restricting Bush – Westport/Redleaf:** Liz McGrath will be taking a photo to send Stan Chauvin before sending a letter to the resident.
- **Asphalt on Courts – Clover/Birch:** The latest quote came back at \$5,112.30 for repaving the asphalt on the courts of Clover/Birch. Approved.

NEW BUSINESS

- **City Commissioners' Duties & Responsibilities:**
 1. **Meeting Attendance Consistency:** 75% of meetings must be attended each year. If you are unable to attend, you may call into the meeting (but no voting). Gross negligence can result in removal of position.
 2. **Liz McGrath:** Newsletter & Ordinance Publishing.

3. **Madelynn Buchanan:** Park Reservations & Bathroom Maintenance.
4. **Jeff Toler:** Social Media and Website.
5. **Robert Toler:** City Contact & Liaison for Garbage and Yard Waste.

- We are tabling the City Event Responsibilities for Commissioners.
- **Utility Poles:** Dove Creek – some are with Insight. Brian will be taking pictures and looking at tags to send complaints to Paula McCraney and Mayor Greenberg. Is spectrum responsible? Will have 60 days once complaint is filed.
- **Playground Mulch:** Mulch needs to be filled – Getting Quote from Litchfield
- **Block Watch:** Briarwood, Dove Creek, and Harmony will all be involved in our Block Watch. LMPD and Lyndon will work together to support our efforts in establishing our Block Watch. Ring Doorbell can provide feeds to LMPD or Lyndon PD. Brian Sutton will attend HOA meetings for Harmony and Dove Creek.
- **Headshots for Commissioners:** Jeff Toler will be in charge of this.
- **Fall Neighborhood Yard Sale:** 09/23 with a rain date of 09/30

A **MOTION** was made to close the meeting by Madelynn Buchanan and **SECONDED** by Jeff Toler. **MOTION CARRIED.**

The next meeting will be Monday, September 11th, 2023, at the Meadowvale City Hall at 7:00pm.



Brian Sutton, Mayor



Nick Whitmer, City Clerk