

Amended Special Public Safety Committee Meeting Minutes
Wednesday, June 1, 2016

1. **Call to Order:** Meeting called to order by Chairperson Troy Nyman at 4:32 p.m.
2. **Roll Call to determine if a quorum is present: Committee Members:** Troy Nyman, Mary Mason, Jason Coplien (arrived at 4:33 p.m.) and Rich Bennett. **Also Present:** Police Chief Chris Hughes, Deputy Police Chief Brian Raupp, Building Inspector Mary Dussling, Mayor Doug Pinnow and Brodhead Area Emergency Medical Service Captain Domanic Wiegel.
3. **Discuss / Possible Action approval of previous meeting minutes:** Troy Nyman moved, Rich Bennett 2nd to approve the minutes of May 4, 2016, Carried.
4. **Public Appearances:** None Presented.
5. **Committee Comments or Questions:**

Mary Mason stated that she has received complaints about people running with dogs that do not have leashes. Chief Hughes advised that he would check the City Ordinances and get back to the Committee.

Mary Mason questioned if anything can be done with skunks in neighborhoods. Chief Hughes advised that skunks are wild animals of which there is nothing the Department of Natural Resources or the Police Department can do. Chief Hughes advised to contact a wildlife pest control vendor.

6. **Building Inspector Report:** Chief Hughes reminded Committee the City Council signed a contract with SafeBuilt to supply Building Inspector services. He stated Mary Dussling was assigned the Brodhead contract. Building Inspector Mary Dussling introduced herself and outlined her qualifications to the Public Safety Committee.
7. **New Business**
 - a. **Discuss and Possible Action: Fees and penalties assessed for building permits and violations.**

Mayor Pinnow advised the Committee he had received a complaint about a building issue from a permit that had been issued by the prior Building Inspector. He asked about a possible fair resolution to the issue raised. Mayor Pinnow advised the complaint was the person was being charged a 2nd time for a Building Permit that had been issued by the former Building Inspector.

Building Inspector Dussling explained a Building Permit had been issued in January 2015 for the removal of an upstairs wall and a new bathroom. The property owners have been doing more work than any permit was issued or applied for and that after attempts to explain to the people the new work needed to stop and more building permits needed to be obtained before any more work could continue. Due to non-compliance a "Stop Work Order" had been posted at the location of the work and then removed and other work. A copy of "Stop Work Order" was also mailed to the property owner.

Building Inspector Dussling reiterated the matter of the bathroom and wall being removed is completed and all of the matters are about the new work that has been done or is planned on being done.

Building Inspector Dussling stated, had the proper permits been applied for on the new work being done the fee for the permits would have been an estimated \$610; includes electrical, HVAC, plumbing, etc. Since work was being performed prior to the permits being issued per ordinance the fees are double to an estimated \$1,220. However, Building Inspector Dussling stated the fee could be lowered to an estimated \$990 if she took out square footage in which work was not being performed, though that is not common practice. Mayor Pinnow inquired what the penalty was for violating the stop work order, the Police Chief stated he would verify.

After lengthy discussion, Committee agreed the City Ordinances and State Statutes needed to be followed.

Rich Bennett moved, Troy Nyman 2nd to direct the Building Inspector to confirm the actual amount of the estimated \$990 fee, as well as the penalty for failing to comply with the “Stop Work Order”. After doing so the Building Inspector and Police Chief shall work with the City Attorney to draw up an agreement between the City and the home owner outlining the incident, the actual \$900 fee which will be assessed and the requirements of the homeowner going forward. This agreement would include a provision to allow inspections of the home to ensure compliance with applicable State and City laws; carried.

b. Discuss and Possible Action: Raze or Repair orders on various City properties.

Building Inspector Dussling and Police Chief Hughes advised they have received numerous complaints and are working on other building issues within the City and for information only at this point, wanted the Committee aware the issues pertain to;

1. A building with a detached garage is falling down and is a very dangerous safety matter. No building permit has been issued for this property, but contact has been made with property custodians to resolve the matter. Building Inspector Dussling is following through with a letter.
2. An old empty property located by a City Park.
3. An old building not yet inspected by the Building Inspector.

c. Discuss and Possible Action: VFW Public Event Permit – Memorial Day Parade: Police Chief Hughes advised the permit had been submitted on May 25, 2016 for the Memorial Day Parade which had occurred on May, 30, 2016 on 12th Street from 1st Center Avenue to the Cemetery. Troy Nyman moved, Mary Mason 2nd to approve, carried.

8. Discuss / Possible Action future agenda items and next meeting date and time.

Troy Nyman stated the Fire Chief is requesting a crosswalk and signage be placed across 1st Street to mark where pedestrians cross to get to the ballfield. Police Chief Hughes stated he will put this on the July meeting for discussion/action.

9. Motion to Adjourn

Rich Bennett moved, Troy Nyman 2nd to adjourn at 18:05 hours, carried.