

Minutes
Property Maintenance Board of Appeals
Council Chambers
Wednesday, March 7, 2012, 1 p.m.

Members Present

Paul Flogstad, Dawn Clausen, Wayne Kerslake, Ron Rensberger and Dennis Tilden

Guests Present

Patrick Glover, Roy Sudenga, Dan Hein, Kevin Smith, Paul Bengford, Gerald Gerken, Jean Gerkin and Kelly Boysen

Approval of Minutes of Last Meeting

A motion was made by Ms. Clausen and a second was made by Mr. Kerslake to approve the minutes of Wednesday, December 14, 2011 hearing. Motion passed unanimously.

New Business

1. The file was opened for Appeal No. 1-2012. The secretary noted that tenant complaints were received on a duplex located 316-318 N. Spring Avenue. An inspection occurred which resulted in the issuance of a Notice and Order dated January 24, 2012. The Notice and Order directed the owner, Janice Griffin, to abate exterior and interior property maintenance code violations. Patrick Glover of Meierhenry Sargent and Roy Sudenga was present to represent the owner. Mr. Glover requested that the Board review the following listed deficiencies that are listed in the Notice and Order which he believes are not applicable:

- Repair damage siding on the north side of the structure.
- Ensure the south living room window seals and operates properly.
- Properly seal the french doors in the southeast bedroom.
- Repair the rear entrance door to eliminate the possibility of rodent entrance.
- Utilize trim around all unfinished windows and doors.
- Utilize a licensed electrical contractor to terminate exposed wiring.
- Install smoke detectors in each sleeping rooms and on each level in the vicinity of the sleeping rooms.
- Complete the remodeling of the south bathroom.
- Properly cap the unused ductwork from the furnaces in the basement

The board reviewed each item individually which resulted in a motion made by Ms. Clausen and a second by Mr. Rensberger to require the

repair of the damaged siding; verify that the repairs have been completed to ensure that the south living room window secures properly; verify the repairs to assure that the french doors properly seal; require that the pet door is operational; eliminate the requirement to install interior trim around the unfinished windows and doors; properly terminate any exposed wiring; install smoke detectors in each sleeping room and at every level; allow the unfinished bathroom to be utilized as a closet; and properly cap the unused ductwork. The motion passed unanimously.

Further discussion resulted in an additional motion made by Mr. Kerslake and a second by Ms. Clausen to address and require an inspection of the the smoke alarms, terminate the open electrical wiring systems and to cap the ductwork prior to allowing any tenants back into the dwelling; and additionally to require the completion and inspection of the all the items referenced on the Notice and Order by April 1st, 2012. The Motion passed unanimously

Adjournment

A motion was made by Ms. Clausen and a second was made by Mr. Rensberger to adjourn the meeting. Motion passed unanimously.


Secretary