

**Minutes**  
**Property Maintenance Board of Appeals**  
**Commission Room**  
**Wednesday, May 2, 2018, 1 P.M.**

**Members Present**

Ron Rensberger, Ron Sauby, Richard Scott

**Members Absent**

George Hamilton, Matt Peterson

**Guests Present**

Kelly Boysen (Clerk), Ryan Sage, Mike Cooper, Matt Tobias, Dan Hein, Travis Heiter, Kurt Peppel, Butch Warrington, Neil King

**Guests Present via Teleconference**

Nora Kane, Pat Kane, Sam Kane

Mr. Sage connected with the Kane family via teleconference and introduced the members and guests present in the room as well as giving notification of the members absent.

The meeting was called to order by Chairman Ron Rensberger

**New Business**

**Appeal No. 1-2018.** 300 North Duluth Avenue, Sioux Falls, SD. Patrick Kane. Motion by Mr. Sauby to grant extension to June 1 to have an approved plan submitted and a time frame for completion date submitted. Second by Mr. Scott. Motion passed. Yeses 3, Nos 0.

**Propose by-law Change.**

Motion by Mr. Scott to change Rule 1 to:

**Rule 1.** Chairperson of the Board. In the month of May of each year, *or the first meeting scheduled thereafter*, the Board shall select one of its members as chairperson and one as Vice Chairperson, who shall serve one (1) year or until their successors have been selected. In the absence of a Chairperson, the Vice Chairperson shall act as Chairperson of the Board.

Seconded by Mr. Sauby. Motion passed. Yeses 3, Nos 0.

Motion by Mr. Scott to change Rule 2 to:

**Rule 2.** Clerk of the Board/Records. The Building Official shall act as a Clerk of the Board. The Clerk keeps all the records of the Board as required by the statute and ordinance. The Clerk shall ~~keep a minute book which shall be kept posted to date~~ *post the minutes to the City's webpage which will constitute record storage*. The Clerk shall enter the number of the appeal, the name of the applicant, a description of the street number or legal description of the premises, the nature of the application, and the final disposition of the case.

Seconded by Mr. Sauby. Motion passed. Yeses 3, Nos 0.

**Election of a chair and vice-chair to the Board.**

Nomination by Mr. Sauby for Mr. Scott to be Chairman of the Board. Seconded by Mr. Rensberger. Motion passed. Yeses 3, Nos 0

Nomination by Mr. Sauby for Mr. Hamilton to be Vice Chairman of the Board. Seconded by Mr. Scott. Motion passed. Yeses 3, Nos 0

**Adjournment**

Motion made by Mr. Rensberger and a second by Mr. Scott to adjourn the meeting. Motion passed. Yeses 3, Nos 0

  
Clerk