



**CITY OF FARMERSVILLE
BUILDING & PROPERTY STANDARDS COMMISSION**

**MINUTES for
June 23, 2016**

I. PRELIMINARY MATTERS

- The meeting was called to order by Chairman, Anne Hall, at 6:00pm. Commissioners Tiffany Hesse, Diane Jackson, Anne Hall, Chris Calverley, and Frank Delorantis were all present. Code Enforcement Officer, Karen Dixon, City Secretary, Mary Tate, and Council Liaison, Donny Mason were also present. Mr. Vacek, attorney assigned to 309 Murchison Street and Mr. Rivera, owner of 603 Maple were in attendance. City Attorney, Alan Lathrom, arrived approximately 15 minutes after the start of the meeting. Frank Delorantis led the prayer and Pledge of Allegiance

II. REORGANIZATION OF COMMISSION

A. Mary Tate swore in Tiffany Hesse and Frank Delorantis

B. Election of Chairman

- Motion to elect Anne Hall as Chairman was made by Frank Delorantis
- 2nd was made by Chris Calverley
- There was some hesitation by Diane Jackson as to how quickly this was taking place.
- Vote was taken and all voted in favor thereby approving the motion

C. Election of Vice-Chairman

- Motion to elect Diane Jackson as Vice –Chairman was made by Anne Hall
- 2nd was made by Frank Delorantis
- All voted in favor thereby approving the motion

D. Election of Secretary

- Motion to elect Chris Calverley was made by Frank Delorantis
- 2nd was made by Anne Hall
- All voted in favor thereby approving the motion

III. CONSENT AGENDA

B. Minutes from the Building & Property Standards Commission Meeting on April 28, 2016

- Motion to approve was made by Frank Delorantis
- 2nd was made by Tiffany Hesse
- All voted in favor thereby approving the motion

IV. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

C. Consider, discuss, and act upon violations at 603 Maple

- Mr. Rivera addressed the Commission saying that he was not yet finished and needed more time. Tiffany Hesse asked how long he has been working on this. Mr. Rivera replied 3 years. Mr. Calverley stated that the Commission has been very fair and that Mr. Rivera's work and effort has been tremendous. Code Enforcement Officer, Karen Dixon, said the commission asked Mr. Rivera two months ago to have inspections completed and he has not done them.
- Diane Jackson suggested giving Mr. Rivera seven days to get inspections with Karen following-up. Chris Calverley concurred telling Mr. Rivera to get them done within the next seven days.
 - Motion to give Mr. Rivera seven days to complete electrical and plumbing inspections was made by Chris Calverley
 - 2nd was made by Tiffany Hesse
 - All voted in favor thereby approving the motion
 - Mr. Calverley then made another motion in which he requested that Mr. Rivera have exterior siding and skirting done by the next meeting to avoid any further warnings/fines from Code Enforcement
 - 2nd was made by Anne Hall
 - All voted in favor thereby approving the motion

****City Attorney, Alan Lathrom, arrived at the meeting.

D. Consider, discuss, and act upon violations at 309 Murchison

- Mr. Vacek, attorney representing 309 Murchison, addressed the Commission stating that the foreclosure has not been set. His client has requested that the property go into short sale review. The process is ensuing.
- Chris Calverley asked City Attorney, Alan Lathrom, what the Commission can do next. Mr. Lathrom responded that the Commission has the authority to decide what to do now. The City has provide proper notice to the owner with no response. Mr. Lathrom suggests a 30/90 day process in which the owner would be ordered to obtain a building permit within 30 days. If he/she fails to do so, the structure will be demolished in 90 days.
- Frank Delorantis asked how bad the house is. Karen Dixon replied that it is pretty bad with the back part falling in, according to the officer who accompanied Karen to the property. Mr. Delorantis then asked if a child could get hurt if playing in or around the house. Karen said someone could be

injured and that there is not a fence surrounding the property. Chris Calverley said he did not realize how bad the house was on the inside. This has been going on for about a year.

- Karen then provided a CD with exterior images of the house for the Commissioners to view.
 - Motion to order the 30/90 day process for permit and demolition made by Chris Calverley
 - 2nd made by Frank Delorantis
 - All voted in favor thereby approving the motion
- Mr. Vacek asked when he would receive the order. Alan Lathrom stated that he would draw it up, and the order would be mailed to him within 10 days of being signed.

V. **WORKSHOP**

A. Overview of the processes and policies regarding the Building & Property Standards Commission

- City Attorney, Alan Lathrom, gave a presentation entitled “BPSC: The Basics”. A copy is attached to this document and is available on the City’s website.

VI. **ADJOURNMENT**

The meeting was adjourned at 8:58pm.

APPROVED:

 8/25/14

Anne Hall, Chairman

ATTEST:



Chris Calverley, Secretary