



City of Rock Falls Building Code Committee Meeting Minutes

Date: 3-6-14

Time Meeting Started: 5:15

Time Meeting Ended: 6:39

Members		Also Attended	
Alderman Snow –Chairman	P	Mayor Wescott	P
Alderman Vandersnick	P	Administrator Blackert	P
Dave Leonard	P	Clerk Arduini	P
Sally Scanlan	P		
Mark Searing	P		
Also Attended			
Unnamed Landlord	P		

Topic	Discussion	Plan of Action
1. Call to Order	Meeting is called to order at 5:15pm	Meeting Begins 5:15
2. Approve Minutes	Committee reviewed the minutes of the Feb. 5 th , 2014 Building Code meeting	Minutes approved
3. New Business a. Review of the Building Permit –Downtown Parking Ordinance	Mr. Searing explained that due to the construction of the Thai restaurant downtown, an ordinance has been drafted to allow trade vehicle parking downtown for an extended amount of time without being ticketed. He explained that the permit would not be valid after the construction attains an occupancy permit	No action
4. Building Inspector Updates a. Current remediation updates	1609 5 th Avenue – The property has sold, and a demo permit has been issued. A new house will be built on the property	No action
b. Rental Inspection Update	Mr. Searing reported that he had a meeting with the landlords a week ago. He distributed a packet including some of the questions the landlords had for him, as well as a printout from Facebook showing some of the comments about the proposed ordinance. Adm. Blackert mentioned that Rod Klecker has spoken at the City Council Meeting, and stated that the proposed charges for inspection may be too low to support the program. Mr. Searing stated that the cost of a part time employee would be \$16,000 per year. He mentioned that an A-B rating would take away any inspection fees for that unit for 5 years. Mr. Leonard asked if there are ways to get help for this other than hiring a part time person. Mr. Searing stated that he would not be able to cover all of the inspections alone. Mayor Wescott stated that if the PT person is not busy with inspections that they could help out with CSO duties around town. Mr. Searing was planning on the PT person working 20 hours a week maximum, and if there was only enough work for 4 hours one week that is all they would work. It was noted that Code hearing revenue goes into the General Fund, and not the Building Department. Mr. Searing stated that the inspections and code enforcement are not expected to pay for themselves because the city is striving for compliance rather than revenue from the ordinance. Inspector Searing stated that Sheila could be helpful also in CSO activities such as tall grass checks. Alderman Snow stated that we need to look at the numbers so we do not have to go back later and add fees. He would like to find out what the average fees are of other towns. Adm. Blackert will be using the current fees for budgeting for next FY. Mr. Searing stated that there will be a lot of man hours initially, building the database and registering all of the units. There are computer programs available, but they can cost \$15,000 plus maintenance fees. Mr. Leonard suggested if the fees are adjusted it would be good to also illustrate a comparative with other town's fees. Mayor Wescott stated that any fee changed would also need to be made with Sterling. Mr. Searing stated that currently the landlord association represents about 10% of the landlords in Rock Falls. It was agreed	No Action

	for the fee schedule and grading scales to be reviewed, and get feedback from the landlords.	
c. Abandoned Property Grant update	Mr. Searing reported that this grant was expected to give an announcement in February, so we should know something very soon	No Action
5. Adjournment	With nothing else for the good of the committee the meeting was adjourned at 6:39pm	Meeting End 6:39 pm

Committee Chairman