

VILLAGE OF KENT CITY
Property Maintenance Board of Appeals
Regular Meeting
Minutes
October 18, 2007

Kent City Village Office-Meeting Room
83 Spring St. NW, Kent City, MI 49330

1. Meeting Start

Tour of South Clover covering Building description of 743 Main, 676 S. Clover St., and 61 S. Clover. 7:05pm

CALL TO ORDER:

Mr. Tom Knauf called the meeting to order at 7:35 pm.

2. ROLL CALL:

Members Present: Rick Merdzinski; Ed Lain; Charles Bopp; Steve Potes
Members Absent: None
Others Present: Tom Knauf, Zoning Administrator
Mary Portell, Clerk
John Petruska, Village President

3. APPOINTMENT OF SECRETARY:

Board Member Richard Merdzinski

4. OATH OF OFFICE:

Board Members: Charles Bopp, Richard Merdzinski, Ed Lain,
& Steve Potes

1. WELCOME:

John Petruska to Board Members

2. SELF INTRODUCTION OF MEMBERS:

3. PROPERTY MAINTENANCE CODE ORDINANCE:

Overview of Ordinance NO. 12-2006.06

4. INTERNATIONAL PROPERTY MAINTENANCE CODE:

Overview of IPMC Book.

101.3 Intent of the Board

102.7 Referenced codes and standards

103 Department of Property Maintenance Inspection

104.2 Code Official: Tom Knauf

*Noted that Tom Knauf makes all inspections. Board Members will only examine for investigation of properties in question.

105 Approval

106 Violations

107 Notices and Orders

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(Cont.)

5. MEANS OF APPEAL:

A.) Board of Appeals – Staggered terms non decided at this time.- Years to be determined.

B.) Appointment of Officers: Chair-Charles Bopp, Secretary-Richard Merdzinski

C.) Motion by Potes, 2nd by Lane to elect Charles Bopp as chairperson of the Property Maintenance board of Appeals.

Vote: 3 Ayes; 0 Nays

Motion: CARRIED

D.) Members compensation \$40.00 per meeting. Chair and Secretary \$50.00 per meeting.

6. QUESTIONS AND FOLLOW UP:

Tom Knauf will be recommending Steve Potes from alternate member to full member.

7. PREPATION FOR NEXT MEETING:

Review International Property Maintenance Code.

8. MEETING DATES AND TIMES:

Next meeting will be held on Monday, November 12th at 7:00pm

All other meetings will be held on the 3rd Thursday of the month.

9. OVERVIEW OF VILLAGE PERSONNEL:

Tom Knauf described each Board along with members from the foldout.

This was in the Board of Appeals Manual.

10. GENERAL QUESTIONS:

Question from Ed Lain: If alternate members could be able to talk or comment during public comment, or when one member is absent and then comes back to go over issues at hand? Mr. Knauf will review and make ruling.

11. ADJOURNMENT:

Meeting was closed at 9:25pm by Mr. Knauf

Richard Merdzinski III
Secretary