Administrative and Community Services Committee

Minutes

March 28, 2019 5:30 P.M. at City Hall

Approved Date: 4/1/19

Signature: [Signature]

PRESENT:
Art Risavy
Will Krause
Emily Fultz
Cheryl Porter
Eric Williams
Denise Thibault
Kevin Head
Jeanne Wojcieszak
Bob Pfeiffer
Katie Grable

Mike Lybarger
Beau Moody
Pat Ferrari
Peg Flach
Mary Grose
Stephanie Malench
Alexander James
Rachel Tompkins
Toni Oplt
Sheila Voss

EXCUSED:
SJ Morrison

PUBLIC COMMENT: Mary Grose spoke regarding the Bring Your Own initiative. If anything is done at the state level regarding this, they would like to come and revisit an ordinance at the City level.

1. Approval of minutes for March 14, 2019 ACS meeting – Motion to approve (Krause), seconded (Risavy) and voted all ayes to forward to Council.

2. Correspondence & Announcements:
   A. Memo from Plan Commission regarding Edwardsville Marketplace Final Plat

3. Council Matters
   A. FILED FOR SECOND READING: None

B. NEW ITEMS:
   1.) Resolution Approving the Final Plat of Edwardsville Marketplace Subdivision – This subdivision involves three lots. There is a newly created lot (Lot C) just over 25,000 square feet. The boundary lines between Lot A & B have been slightly adjusted. Green Space has been provided as a 3 foot strip around Lot C on the Northwest and South side and storm water will be handled on the site. Currently, Lot C is identified as storm water detention. A portion of that will be vacated to make way for a business and a portion of that will remain. Everything will be handled underground for storm water detention for the site. A sidewalk variance was approved for Outlot C as part of the preliminary plat, so there will be no sidewalk installed as part of this
development. Motion to approve (Krause), seconded (Risavy) and voted all ayes to forward to Council.

2.) Sign Variance Request 1811 Lindenwood Avenue – This is for a dental office that will be coming to this location. The location would be eligible for signage to the South and East. The request is for the signage to be transferred from the East side of the building to the West. This variance is similar to what the City has allowed in other instances. This would be a one for one transfer. Motion to approve (Krause), seconded (Risavy) and voted all ayes to forward to Council.

3.) Approval of Sole Source Resolution of flooring installation on 2nd floor of City Hall for Vallow Floor Covering in the amount of $6,745.09 – Two companies in addition to Vallow provided bids. They didn’t have a matching product so they bid on a comparable product. Motion to approve (Krause), seconded (Risavy) and voted all ayes to forward to Council.

4.) Discussion of Rental Inspection Program and Late Registration Fees relative to 644 & 646 Harvard Drive – When the ordinance was revised last year, the rental program was instructed to not waive any late fees. There are 3,205 rental units and 1,334 structures. Renewal notices were mailed in November 2018 to 571 owners. They received renewals for 673 units by December 31, 2018. Owners were given until January 31, 2019 to avoid a late fee for the registrations. At that time, there were 77 properties with a balance. On January 21, 2019, property owners were called to remind them and on January 31, 2019 those with remaining balances were called to remind them. On February 1, 2019, there were 7 owners that failed to pay the fees. That was a total of 11 units.

A $75 late fee each was charged for 644 & 646 Harvard Drive. In addition, they still owe $30 per unit leaving a total due of $210.

At 644 Harvard, there were a total of 4 inspections. The initial inspection and re-inspection are included in the registration, so they are being charged for a third and fourth re-inspection fee, which would be $150. The initial inspection was performed October 31, 2018 and there were seven items that failed. One of them that the owner is not comfortable with was the gas valve installation. The inspection finally passed in February 2019. The following items were issues for this address: smoke alarm on the main level, carbon monoxide alarm on the second floor and hallway, GFI at the basement sink, eliminate basement stair fall hazard, install gas shut-off valve on the furnace, install junction box cover in basement, and smoke and carbon monoxide alarms in the basement.

At 646 Harvard, there were 3 inspections. The first inspection was October 31, 2018. The first re-inspection was December 20, 2018. There were 3 items that were not repaired at that time. On January 22, 2019, the inspection finally passed. For this one, there would be a one-time re-inspection fee of $75. The one item that didn’t
pass was there were no smoke detectors on the second floor. Another item was romex in the basement that needed to be secured and the other item was a fall hazard which is typically handrails or balisters going down basement steps.

Pat Ferrari, owner of 644 & 646 Harvard, was present to discuss this. He stated the building has been inspected numerous times and has always passed. He said due to Edwardsville changing codes, there are now issues. He feels charging fines does not solve the problem but impedes his ability to get things fixed. He has a property manager but has an agreement with the tenants that they do not go into the units without the tenants present. He feels the fees should be waived because this is the first time the units have been inspected since the rental program started.

Committee agreed the fees that have been accessed will not be waived.

Alderman Krause asked about the remaining 6 property owners that have not paid. It was stated the City would be pursuing these as well. He asked about the enforcement process regarding the Harvard properties. It was stated he could’ve received a municipal citation, but the City has not done this yet.

C.) ITEMS HELD IN COMMITTEE: None

D.) ITEMS RETURNED TO COMMITTEE: None

4. Boards & Commissions:
   A.) Plan Commission – 2/20/19 Minutes
   B.) Zoning Board of Appeals
   C.) Human Relations Commission
   D.) Historic Preservation Commission
   E.) Recreation, Arts and Special Events Board
   F.) ETEC
   G.) Library Board
   H.) Band Board
   I.) Cool Cities

5. Old Business: None

6. New Business: None

7. Next ACS Meeting: Thursday, April 11, 2019 at 5:30 PM in City Hall.

8. Adjournment – Motion to adjourn (Krause), seconded (Risavy).