

JEFFERSON COUNTY, WEST VIRGINIA PROPERTY SAFETY ENFORCEMENT AGENCY <i>Meeting Minutes</i>	Meeting Date: Wednesday, January 25, 2012
	Time: 6:30 pm
	Location: Jefferson County Library Meeting Room

ATTENDEES: Melinda Keuroglan, President; Bill Zaleski, Secretary and Roger Goodwin, Chief County Engineer

MEETING CALLED BY: Melinda Keuroglan

ABSENT WITHOUT NOTIFICATION: Fred Blackmer, Vice-President; Bobby Shirley, Sheriff; Benjamin Money, Fire Chief

AGENDA ITEM:	Approval of Minutes of October 26, 2011 meeting
CONCLUSIONS:	Mr. Zaleski motion to accept the October 26, 2011 minutes. Second by Mr. Goodwin. Accepted unanimously.

AGENDA ITEM:	Hear new complaints from general public
CONCLUSIONS:	Mr. Goodwin presented a complaint, with pictures on behalf of Dale Manuel. The members of the Agency queried Mr. Goodwin regarding hazards or perceived hazards. Mrs. Keuroglan motion to accept complaint based on photo's presented and list of conditions stated on complaint form, for investigation. Second by Mr. Zaleski. Accepted unanimously.

AGENDA ITEM:	Action on investigated complaints
CONCLUSIONS:	11-002 Hill: Mr. Goodwin motion to notify the owner(s) to board up structure and to remove all debris from the property in order to bring the property into compliance. Second by Mr. Zaleski. Accepted unanimously.

AGENDA ITEM:	Progress reports on Cases
CONCLUSIONS:	11-001 Jenkins; Mr. Goodwin stated to the Property Safety Board that he had met with Jennifer Maghan, County Clerk, Mason Carter, Ordinance Compliance officer and Melinda Keuroglan on the procedures to serve Mr. Jenkins with a copy of the petition/complaint that will be filed with the County Clerk, requesting that the County Commission order the property owner to bring the property into compliance. The petition should be filed the middle of February 2012.

AGENDA ITEM:	Status of Cases Sent to County Commission
CONCLUSIONS:	No active cases

AGENDA ITEM:	Other business/Information
CONCLUSIONS:	Mr. Goodwin motion to have the of Elected Officers for the 2012 calendar year, as follows: President: Melinda Keuroglian Vice-President: Fred Blackmer Secretary: Bill Zaleski Second by Mr. Zaleski. Accepted unanimously.
	Mr. Goodwin reminded the Agency the next quarterly meeting is Wednesday, April 25, 2012.
	Mrs. Keuroglian inquired to the Agency regarding filing procedures for a Property Safety Complaint.
	Mrs. Keuroglian inquired to the Agency regarding the ongoing effort to amend the State Code (with regard to the Fire Chief requirements).
	Mr. Goodwin presented the Property Safety Board with the Annual Case Status Report.

AGENDA ITEM:	General comments by members or public
CONCLUSIONS:	No comments

AGENDA ITEM:	Adjourn meeting
CONCLUSIONS:	Mr. Zaleski motion to adjourn meeting at 7:05pm. Second by Mr. Goodwin. Accepted unanimously.