

JEFFERSON COUNTY, WEST VIRGINIA PROPERTY SAFETY ENFORCEMENT AGENCY <i>Meeting Minutes</i>	Meeting Date: Wednesday, April 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 January 25, 2012 meeting
CONCLUSIONS:	Mr. Zaleski motion to accept the January 25, 2012 minutes. Second by Mr. Goodwin. Accepted unanimously.

AGENDA ITEM:	Hear new complaints from general public
CONCLUSIONS:	Ann Smith presented a complaint, with pictures regarding 111 Fairway Drive/Sleepy Hollow. The members of the Agency queried Ms. Smith regarding hazards or perceived hazards. Mr. Goodwin motion to accept complaint for investigation based on application information being completed and submitted to the office. Second by Mr. Zaleski. Accepted unanimously.

AGENDA ITEM:	Action on investigated complaints
CONCLUSIONS:	12-001 Bierer: Mr. Goodwin motion to notify the owner(s) to secure structure from access based on inspection done on April 18, 2012. Mr. Zaleski amended motion to draft letter stating to secure property, cut back brush and clean up trash & debris to eliminate fire. Second by Mr. Zaleski. Mrs. Keuroglan amended motion to have completed by the end of June 2012 and will inspect on July 18, 2012. Accepted unanimously.

AGENDA ITEM:	Progress reports on Cases
CONCLUSIONS:	<u>11-001 Jenkins (Ash);</u> Mrs. Keuroglan motion to give property owner until the end of June 2012 to have structure demolished and will inspect on July 18, 2012. Second by Mr. Goodwin. Accepted unanimously. <u>11-002 Hill;</u> Mrs. Keuroglan motion to petition the County Commission to issue an order to the property owner to bring the property into compliance. Second by Mr. Zaleski. Accepted unanimously.

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

AGENDA ITEM:	Other business/Information
CONCLUSIONS:	Mr. Goodwin stated to the Agency, regarding the amendment to the State Code to allow a member other than a fire chief to serve on the Property Safety Enforcement Agency, thought was already done by Fred Blackmer a year or 2 ago. Mrs. Keuroglan stated will follow up with Senator Unger.
	Mr. Goodwin reminded the Agency the next quarterly meeting is Wednesday, July 25, 2012 and Property Safety Inspections will be on July 18, 2012.

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

AGENDA ITEM:	Adjourn meeting
CONCLUSIONS:	Mr. Zaleski motion to adjourn meeting at 7:00pm. Second by Mr. Goodwin. Accepted unanimously.