



Town of Wyoming
Workshop Minutes
The Potter's House
August 20, 2016
9:00 A.M.

CALL TO ORDER – Mayor Rife called the Workshop to order at 9:00 a.m.

Mayor Rife announced the rules for the Workshop

- Audience members are to introduce themselves before speaking
- Each audience member will have five (5) minutes to provide statements
- Audience members are to speak to Council and not one another

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA –
Mayor Dale Rife

MOMENT OF SILENCE – for our Troops – Mayor Dale Rife

ROLL CALL

Council attending: Mayor, Dale Rife; Vice-Mayor, Terry Witt; Secretary, Georgette Williams;
Treasurer Kyle Dixon; Council Member, Doug Denison

Staff attending: Town Clerk, Laura Connor

Audience attending: Keith Hunsucker; Eileen Hunsucker; Mr & Mrs. L Gene McFann; Jaci Stokes; Richard Snyder; Joyce & Richard Stockslager; Vincent and Mary Longfellow; Susan Savage; Carolyn Spiezio; James Fennimore; Chief Martin Willey

PUBLIC COMMENTS

- None

ADOPTION OF AGENDA

- Mayor Rife asked to remove the signing of resolution for annexation on 12181 Willow Grove Road as the final resolution was not available.

Ms. Williams moved with second by Mr. Witt to adopt the agenda with the change as noted. Mr. Witt, Ms. Williams, Mr. Dixon and Mr. Denison, Aye. None Opposed. Motion carried.

CONDITIONAL USE APPROVAL – 12261 Willow Grove Road (home day care)

- Mayor Rife presented the Council with the final paperwork to approve the Conditional Use for 12261 Willow Grove Road for a home day care.

Mr. Denison moved with second by Mr. Dixon to approve the Conditional Use for 12261 Willow Grove Road for a home day care. Mr. Witt, Ms. Williams, Mr. Dixon and Mr. Denison, Aye. None Opposed. Motion carried.

RENTAL PROPERTY INSPECTION ORDINANCE

- Ms. Stokes questioned the wording in the ordinance referencing property management vs. caretaker. It was discussed and determined that the document will be updated to reference property management
- It was questioned the wording in the ordinance referencing Building Inspector in some areas and Code Enforcement Officer in other areas. It was discussed and determined that the document will be updated to reference Code Enforcement Officer.
- It was questioned the wording in the ordinance referencing Business License vs. Landlord License. It was specified that our lawyer stated when referencing Ordinance #10-07, that Business License should be mentioned because this ordinance references all business licenses, including Landlord License.
- It was questioned and clarified that the fees include Landlord License Fee, Each additional unit fee, and all inspection fees.
- It was questioned and clarified that there will only be inspections when there is a change in tenant or if requested by the landlord
- Mr. McFann questioned the wording in Section 5b, Mr. Denison clarified. Mayor Rife also made a reference to Section 3b2. Chief Willey stated that court paperwork is required before anyone is ordered to evict. Mayor Rife clarified when 5b actually takes place.
- It was questioned and clarified that all inspections will follow the International Building Code
- Mr. McFann questioned the wording in Section 5b that references a Town Manager. It was clarified that the Town of Wyoming does not have a Town Manager and this contact will be updated.
- Ms. Spiezio stated that she had only heard of this workshop because one of her tenants mentioned it to her. Letter was received back in April stating there would be a workshop, but specifics on date and time were never provided. She questioned if she could designate a care taker/property manager or if she had to be present during inspections. It was clarified that she could designate someone of her choosing. Ms. Spiezio stated that she was ok with inspections because she wants to know that her properties are safe. She referenced Town of Harrington requirements.
- Mr. Fennimore questioned the wording in Section 3b2 that references “extensive” and in section 4 that references “minor”. He would like these sections clarified in the final document.
- Mr. Fennimore also questioned in Section 3d that references the inspection fees. It was stated that there is a \$50 inspection fee that includes one (1) follow up. This section needs to be updated to include the one (1) follow up inspection.
- Mr. Witt stated that inspections are done only when the rentals are not occupied.

- Mr. Fennimore questioned the wording in Section 6 and wondered what takes precedence? It was clarified that the Landlord Tenant Code takes precedence.
- Ms. Savage provided details regarding the apartment her daughter is renting. There was a complaint issued to the landlord in March of this year and the items were just fixed last month (July).
- Mr. Witt wanted clarification regarding the side work that Richard does around town vs. the inspections he will be performing. Richard is prohibited on doing any work around town that requires a permit (since he would be the one inspecting). If Richard is performing side work at the same address that is requiring a rental inspection, each are separate and will be charged accordingly.
- Mr. McFann questioned – how does the town know who lives at his rentals? It was stated that this information is provided when filling out the application described in Section 2c. Ms. Spiezio responded by referencing it is very similar to the forms she fills out for Harrington and this forum is similar to the recent workshop she attended for Dover.
- Mr. Witt stated that he may have to consider increasing his rent do to the new fees that will be incurred.
- Mr. Denison stated that we need to do something and this is only a start that is reasonable. There are larger cities/towns that have more extensive rules and regulations. We as a town need to make some changes. This may not be the final document, but we need to start somewhere.
- Mr. Dixon stated that he has some of the same concerns as others. Has concerns regarding the turnover he has on some of his rentals and how often he would have inspections. It was clarified that rentals are to be inspected at least once a year and more if necessary.
- Ms. Spiezio questioned the turnaround time for inspections. It was clarified that inspections will be completed within five (5) working days or longer if the landlord requires additional time to prepare the rental for inspection.
- Ms. Williams wanted to thank all that were attendance. She also stated that who is in attendance here today are unfortunately not the landlords we have problems with. Mr. Witt was in agreement.

Council took a break at 10:30 a.m.

Council returned at 10:50 a.m.

VACANT BUILDING ORDINANCE

- Mayor Rife presented the Vacant Building Ordinance. She indicated that the Camden Wyoming Fire Company would be provided a list of all of the Vacant Buildings to assist them if there is an alarm at any of the properties. If the property is determined to be a vacant building, the fire company does not have to worry about occupants and can concentrate on extinguishing the fire. Vacant Buildings will be boarded up to prevent people from entering. Mayor Rife presented a display of several pictures taken around town of vacant buildings and indicated that the display was not complete, but just a sample of buildings around town.
- Mr. Snyder provided stories and experiences
- Mr. Witt questioned if all owners have been contacted. It was stated that we are in the process of developing procedures and will contact owners when procedures are complete.

- Mr. Snyder provided examples of building used for warehouses, for sale, being condemned, in the process of sheriff sale. All of these examples around town.
- Mr. McFann questioned Section 2a3 and 2a6. It was clarified that when the application is completed this information should be provided. If the application is filled out completely there would be no issues.
- Mr. Denison questioned the wording “in use” vs. “occupied”. He stated that “in use” could be storage. It was determined that this would be clarified before the final document.
- Ms. Williams questioned if someone in the military and was deported for 18 months – how would this be handled? As long as they notify us, there would be no issues.
- Mr. Witt questioned a property that he has that he uses as a warehouse. The response given was – as long as he fills out the application and indicates the purpose of the property, there would be no issues.
- Mayor Rife clarified that there will be individual circumstances and Town Council would have the final say. This is the beginning of the process and we may have to make changes, but this is a start.
- We are making all efforts to get both of these ordinances updated, reviewed by our lawyer and presented to Town Council at the next Council meeting scheduled for Monday, September 12, 2016.

Ms. Williams moved with a second by Mr. Denison to adjourn the meeting. Mr. Witt, Ms. Williams, Mr. Dixon, Mr. Denison, Aye. None opposed. Motion carried.

The meeting adjourned at 11:30 a.m.

Laura Connor
Town Clerk