

SALISBURY CITY COUNCIL
WORK SESSION
MAY 16, 2011

Present

Council President Terry E. Cohen
Councilwoman Laura Mitchell**

Council Vice President Deborah S. Campbell
Councilwoman Eugenie P. Shields

Councilman Timothy K. Spies *

*arrived 5:25 p.m.

**left 6:55 p.m.

In Attendance

Mayor James Ireton, Jr., City Clerk Brenda Colegrove, City Administrator John Pick, Assistant City Administrator Loré Chambers, City Attorney Paul Wilber, Public Works Director Teresa Gardner, Internal Services Director Pam Oland, Neighborhood Services and Code Compliance Director Tom Stevenson, Dale Pusey

The City Council convened in a work session at 1:35 p.m. in Conference Room 306 of the Government Office Building.

Follow-up discussion – Ordinance amending Chapter 15.24 of the Code relating to the Housing Board of Adjustments and Appeals

Neighborhood Services and Code Compliance Director Tom Stevenson provided a briefing on the changes made to the proposed ordinance (copy attached and made a part of these minutes). After discussion, additional suggested changes included:

- Appeal fee would be returned if appellant was successful in the appeal
- 15.24.370 – strike “who are homeowners” at the end of the second sentence
- 15.24.370 – add at end of last sentence “and subject to approval by Mayor and Council”
- 15.24.370 – include language that the Board shall be composed of one of each of the following three categories: realtor or landlord; physician, registered sanitarian or health official; and architect, structural engineer or general contractor. In addition, two members at large from the residents of the city who do not represent one of the three occupational categories
- 15.24.380 – include “or for violation of Chapter 2.04 Ethics”
- 15.24.410 – include time frames for when Board will meet for an appeal hearing
- 15.24.410B1 - include “written” before “copy” and “by mail” at the end of the sentence
- 15.24.410B6 – adjust language so that when the board deems an inspection would be helpful in assisting the board in resolving an issue, an inspection of the building or premises would be made
- 15.24.420A1 (second sentence) – remove “dismisses the appeal” and add “or dismisses the appeal” to the end of the sentence

There was a consensus for the suggested changes to be made by Administration and sent via e-mail to Council. Once the city attorney has approved them, it will be scheduled for a legislative agenda.

Revisions to non-compliant and delinquent owner designation fees

Neighborhood Services and Code Compliance Director Tom Stevenson reviewed the fees relative to non-compliant and delinquent proper owners (copy attached and made a part of these minutes). Suggested changes included:

- 15.26.060 - language to be clear as to when the owner falls into the non-compliant category (i.e., non-compliant after 30 days; considered delinquent after 60 days) – Mr. Stevenson and Mr. Wilber to work on the appropriate language.
- Include language that provides a refund for the appellant who prevails in an appeal
- 15.26.100D – should read “clerk of the issuing judge” instead of “clerk of the issuing clerk”
- Include fees in separate ordinance

There was a consensus to move forward with Administration making the suggested changes.

NSCC inspection/conditions of licensing concept introduction

Neighborhood Services and Code Compliance Director Tom Stevenson provided an overview of Section 15.26.090, Inspection of Premises, of the Code (Mr. Stevenson’s e-mail of May 11, 2011 attached and made a part of these minutes) and briefed the Council on the challenges his department faces for inspections. He suggested making the inspection a condition of the license.

Discussion of Onley Road/Bateman Street/S. Division Street project for new council consideration

Mayor Ireton and Public Works Director Teresa Gardner highlighted the proposed Onley Road/Bateman Street/S. Division Street road improvements (copy of information provided to Council attached and made a part of these minutes).

Mrs. Shields agreed with the design for pedestrian public safety. She suggested an agreement with the Board of Education that no buses would be traveling down Onley Road and was agreeable to return the \$25,000 to them. Mrs. Campbell concurred that if the Board of Education would agree that buses would go down College Avenue instead of Onley Road, she would support. Ms. Cohen pointed out that the previous Council’s vote on the Onley Road issue was no.

No consensus was taken by Council – update only for benefit of new council members.

Budget amendments

The proposed budget amendments for Public Works and City Attorney were reviewed by Internal Services Director Pam Oland (copies attached and made a part of these minutes). There was unanimous consensus to move forward with the amendments as proposed.

Emergency Management Vehicle

Fire Chief Jeff Simpson addressed his proposal for purchasing an emergency management vehicle. A copy of his April 16, 2011 memo and PowerPoint presentation are attached and made a part of these minutes.

The consensus of Council was to address this issue during a budget session.

Council Rules of Order

To be rescheduled

Tenants' Rights Addendum

A copy of the Tenants' Rights Information Sheet is attached and made a part of these minutes. Suggestions/questions included:

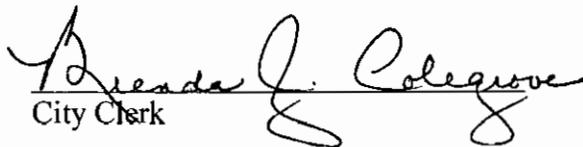
- include signature line for the property owner as well as the tenant
- questioned if occupancy limits be included on the form
- questioned if a certificate was issued for those properties exempted from the 4-2 legislation (Council President Cohen to follow-up with administration)
- send a letter or a copy of the form to the listed owner for each of the registered properties in the R-5, R-8 and R-10 districts or send postcard listing the web site to download the form (Council President Cohen to follow-up with administration to determine what is workable)
- e-mail revised form to Council for final tweaking in order to move forward to legislative agenda

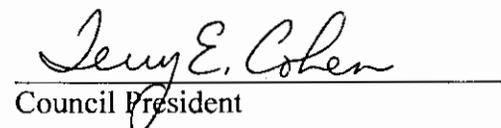
General discussion

Park & Flea lease – unanimous consent to pull from the May 23 agenda

Onley Road – Mrs. Shields suggested having someone meet with the Board of Education Board members to make them aware of Council's concerns with the buses.

The work session adjourned at 7:03 p.m.


City Clerk


Council President