

MINUTES
VILLAGE OF SURING ZONING ADMINISTRATOR COMMITTEE MEETING
MONDAY, AUGUST 19, 2024 immediately following personnel committee meeting

1. Meeting Called to Order by President Steffeck at 9:09 AM.

Roll Call: Bengtson, Kohlwey, and Steffeck . Also present: Trustee Kramp, Trustee Nieling, Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, Public Works Director Jeff Tienor, Chief Kevin Schneider. Public: Michelle Matthews.

2. Agenda motion to approve agenda made by Bengtson and second by Kohlwey. All ayes. Motion carried.

Open Meeting Notice statement made by Clerk-Treasurer.

3. Public Input: None.

4. Discussion and possible action on July and August Notices for Violations.

Michelle Matthews, owner of 722 E North Street, addressed the committee regarding citation received for ordinance violation. She stated that her daughter and daughter's boyfriend rent the property that Ms. Matthews owns. Ms. Matthews stated she takes the violation seriously and is trying to get the renters to clean up the property. Ms. Matthews informed the committee that she spoke with the Village Clerk and Chief of Police multiple times. Ms. Matthews understands that she is not allowed to have a home business without a license nor a salvage yard within the Village or without a state license. Ms. Matthews understands that there could be a daily citation imposed of up to \$1,000/day if the site is not cleaned up. Ms. Matthews is working with her lawyer for a possible 28 day vacate notice and possibly listing the house for sale. Clerk to send a copy of the ordinances to Ms. Matthews so that she has them for her records. Clerk also stated in the records that Ms. Matthews has been informed since May 2024 of the violations.

Motion to recess meeting until 2:00 PM, Monday, August 19, 2024 made by Kohlwey and second by Bengtson. All ayes. Motion carried. Meeting recessed until 2:00 PM.

Reconvene at 2:00 PM, Monday, August 19, 2024.

In attendance: Bengtson, Kohlwey, and Steffeck . Also present: Clerk-Treasurer Kim Gruetzmacher, and Deputy Clerk-Treasurer Pat Sleeter.

Committee continued to review list of July and August ordinance violations. Informed clerk to contact owner of 706 E Main to get intentions with the building, and if no contact back in 15 days citation to be issued. Committee stated they understand where owner of 722 E North Street is frustrated, informed clerk to send Ms. Matthews copies of ordinances showing no salvage yards, up to \$1,000/day citation, and no unhealthy hazardous items. Chief to issue citations daily until yard is cleaned up.

Clerk informed committee that certified mailing to owner of 550 N Peshtigo Brook was returned undeliverable. Committee requested that Chief personally deliver notice.

Mobile Home Park was reviewed by committee. Lots that have not addressed the prior two notices are to be issued citations.

112 N Center Street and 307 N Mill Street to receive citations for noncompliance with grass ordinance notices.

5. Discussion and possible action on Village Ordinance violations – Committee discussed additional Village ordinance violations. 10 day notices to be issued via certified mail. Additional properties were added to list of properties to send first notice to.
6. ADJOURNMENT – next committee meeting – Monday, September 9, 2024 at 8:30 AM. Motion to adjourn made by Bengtson and second by Kohlwey. All ayes. Motion carried. Meeting adjourned at 3:10 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher