

MINUTES  
PUBLIC SAFETY COMMITTEE  
JUNE 2, 2020

The Public Safety Committee met via teleconference, on June 2, 2020 at 4:30 p.m. in the Council chambers at City Hall. The meeting was broadcasted to the public via ZOOM.

Present at the Meeting in the Council Chambers: Chairman Sharp, Alderman Gould, Alderman Bredeman, Alderman Jenkins, Alderman Connor, Mayor White, Police Chief Mettille, Office Manager Passage.

Also present in the meeting was Chris Hood, Citizen

Present at the Meeting via teleconference: Alderman Hughes

Present at the Meeting via Zoom: Chillicothe Community Fire District Assistant Chief Greg Hurd

Chairman Sharp called the meeting to order at 4:30pm

**PUBLIC COMMENT**

Chairman Sharp informed the committee that Assistant Fire Chief Hurd was in attendance via ZOOM. Chairman Sharp stated that Alderman Bredeman and Chris Hood were present to discuss a property maintenance issue and stated that they would address that agenda item first.

**PURPOSE**

New/Old – Property Maintenance – Alderman Bredeman stated he had received a complaint regarding 817 Sixth Street. He explained the complaint mentioned holes in garage, structural issues, foundation issues and possible raccoons. He stated that this property had been on the list prior. Police Chief Mettille stated that he believed a notice to appear may have been issued, however; it was postponed. He will check. Assistant Chief Hurd stated requested that we email the Fire Chief and himself a request for an inspection and he would complete one. Police Chief Mettille stated that he would check with our attorney that handles the ordinance violations regarding the status of the case.

Chris Hood addressed the committee regarding the property at 1007 Santa Fe. She stated there was a fire at said property and some of the windows have been boarded up for some time. She has made a few complaints, however; nothing has been done. She voiced her concern regarding the structure, multiple cars that do not move, and tall grass. She also stated that she seen people running from the back of the property. Mayor White explained that the cars, tall grass and debris in yards are ordinance violations that are handled by the police department. Any structure issues will be process through the public safety committee. Chairman Sharp stated that a Maintenance Code Violation inspection has been completed by Assistance Chief Hurd. Assistance Chief Hurd reported on the inspection. Police Chief Mettille explained the property maintenance process. After discussion, the consensus of the committee was to have Assistance Chief Hurd prepare a letter to the property owner at 1007 Santa Fe, giving them 30 days or less to abate the property maintenance issues. Assistance Chief Hurd stated that he would hand deliver the letter.

Chairman Sharp stated that Assistance Chief Hurd has submitted a Chillicothe Community Fire Protection District property maintenance inspection matrix report. Chairman Sharp stated that the

property at 419 Second was on the list and the status was waiting for finances to purchase rest of shingles. Office Manager Passage advised the committee that she has received a building permit application for said property to build a deck around a pool. Chairman Sharp stated that the city attorney was contacted regarding whether the city had the authority to deny the permit until the property had abated the property maintenance issue. The attorney advised that he would tell the owners that no permit will be issued until the issues for property maintenance had been abated and if we received push back, the city could proceed with a notice to appear for the property maintenance issues. Assistance Chief Hurd was asked to inspect the property to confirm the issue of property maintenance still exist. Office Manager Passage was instructed to advised the property owner that the building permit would not be issued due to property maintenance issue.

Budget Review 20-21 – Police Chief Mettille stated that his budgets are in line at this time and he has no concerns.

Review of Public Events – Mayor White stated that garage sales are allowed and the 2<sup>nd</sup> Saturday Market that will be held June 13 will take place. He stated that should we continue to Phase 4 the city will consider the 2<sup>nd</sup> Street Market for August and September. Police Chief Mettille stated that he is in contact with Tom Harms, VFW regarding the Cruise In and it will most likely not take place as the VFW is still closed at this time. Alderman Connor asked about collections for St. Jude. Police Chief Mettille stated that there will be a Brad Wallin parade and gave the parade route. He stated that a police vehicle will follow in the rear to insure safety and the parade would end at Sliders. Alderman Jenkins asked if Golf Carts would be allowed and if golf carts could go to Sliders. Police Chief Mettille stated that Sliders was out of their jurisdiction.

Police Update – Police Chief Mettille advised the committee that he has given an order limiting the time off for officers in May due to manpower. He also stated that for the month of June he would be limiting it to one officer per day. He reported that the county jail has limited the jail time due to budget cuts therefore; we could have additional overtime should we have to place a transport on hold. He reported the city did not have any issues with looting or vandalism. He stated that he has suspended all take home vehicles for officer safety. He will begin golf cart registrations towards the end of June. Alderman Jenkins asked about the status of overtime. Police Chief Mettille stated that his overtime at this time is good. This is partly due to not being proactive due to COVID and that the courts have been closed. He advised Court open yesterday.

Police Chief Mettille reviewed monthly reports.

Impounds

4 total

2 for DUI

2 for Drugs

Ordinance

1 Courtesy Notice for tall grass

4 Courtesy Notices for Junk

11 Certified letters sent out for tall grass

188 Business Checks

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**SUMMARY**

Council Agenda items – Nothing  
Chairman Action – Nothing

There being no further business the meeting adjourned at 5:25 p.m.

Respectfully,  
Chairman Sharp

**CHILLICOTHE COMMUNITY FIRE PROTECTION DISTRICT**  
*Property Maintenance Inspection Matrix*

CURRENT INSPECTIONS					
419 North Second St.	Eric and Katie May 1213-8218	December	Continued Process	Waiting for finances to purchase rest of shingles	
Old Depot	Terry Nelson P.O. Box 222 Chillicothe, IL	December March	Continued Process	Playglass being cut for lower level. Completed by 12/11 Some of the windows have been done Building is SECURED.	
1219 North Second St.	Cory Stear (701) 322-0749 P.O. Box 103 Stanco, ND	December	Letter was sent	Need to know inspection	
1621 North Curtright St.	Kim Gallant	December March	Continued Process	Improved fence/deck/gate/trim. (Siding in the Spring)	
1403 North Second St.	K. Schultz, Landor Skolze 642-0948	December March	Continued Process	Working on foundation then new windows and doors Materials on site. Building is SECURED.	
1449 North Fourth St.	Shawn Lynch 453-9885	March April		Inspection completed by GWH Letter written to be present at P5 meeting by GWH Letter was NOT sent. Spoke with the constructor that was hired by the owner at the house, they are in process of remodeling the house.	
1007 North Santa Fe Ave.	Gerald Swanson (309) 740-5770	May	In Process	Inspection completed by GWH and DP Spoke to homeowner. Property is being cleaned up Insurance company just settled so funds can be paid out. Power back on June 1 and gutters be installed shortly	
COMPLETED					
1729 North Curtright	Tenant evicted/Property cleaned up				817 North Sixth Street Richard Miller (Given notice to appear January)
1897 Finney St.	House Demolished				
705 Santa Fe Ave.	Garage Demolished				
1110 Fifth St.	Fence removed				
1315 First Street	House Demolished				
1314 First Street	Completed				

*Current matrix was presented and explained at the Public Safety Committee on June 2, 2010.*

## MAINTENANCE CODE VIOLATIONS

Date: 5/29/2020

Owner: Gerold E. Swanson      Location: 1007 N. Santa Fe Avenue, Chillicothe

Phone#: \_\_\_\_\_      Cell #: 309/740-8770      Email: \_\_\_\_\_

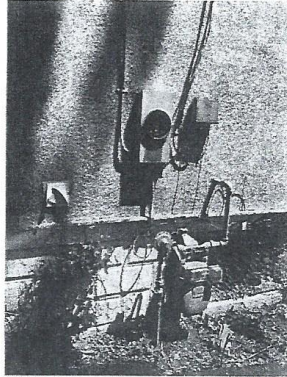
Inspector: Hurd/Price

	Yes	No	N/A
Section 301: General:      Sanitary	_____	<u>X</u>	_____
Safe	_____	<u>X</u>	_____
Section 302: (Exterior Property Areas)			
Graded/Drained	<u>X</u>	_____	_____
Sidewalks (Hazardous)	_____	<u>X</u>	_____
Rodents	_____	<u>X (none seen)</u>	_____
Exhaust Vents (Discharges Toward Neighbor)	_____	<u>X</u>	_____
Accessory Structures (Maintained Sound Repairs)	_____	_____	<u>X</u>
Defacement of Property	_____	<u>X</u>	_____
Section 304:			
Building Address on Structure	<u>X</u>	_____	_____
Exterior Surface			
Siding	_____	_____	<u>X</u>
Painted/Protected	_____	<u>X</u>	_____
Weather Resistant/Water Tight	_____	<u>X</u>	_____
Oxidation Stains	_____	_____	<u>X</u>
	O.K.	Problem	N/A
Exterior Wall	_____	<u>X</u>	_____
Roof/Drainage	_____	<u>X</u>	_____
Decorative Features	_____	<u>X</u>	_____
Overhangs	_____	<u>X</u>	_____
Stairways/Decks/Porches/Balconies	_____	<u>X</u>	_____
Chimneys	_____	_____	<u>X</u>
Hand Rails/Guards	_____	_____	<u>X</u>
Windows/Skylights/Door Frames	<u>X</u>	_____	_____
Glazing	_____	<u>X</u>	_____
Openable Windows	_____	<u>X</u>	_____
Insect Screen (Apr 1 – Nov 1)	_____	_____	<u>X</u>
Exterior Doors/Door Assembly	_____	<u>X</u>	_____
Basement/Hatchway (No Rodents/Water)	<u>X</u>	_____	_____
Basement Windows (Openable) Guards	_____	_____	<u>X</u>
Building Security	_____	<u>X Front doors were</u>	
Doors (Dead Bolts)	<u>unlocked and open.</u>		
Windows (Window Sash Locking Device)	_____	<u>X Plywood covered</u>	
Basement Hatchway	_____	_____	<u>X</u>

NOTE: Fire occurred at that residence. The inside is being cleaned. Power to be turned on June 1. Gutters are going to be put on shortly. Insurance Company just settled on the property. Building has been secured in the past, owner forgot to secure when we were there

1007 North Santa Fe Avenue

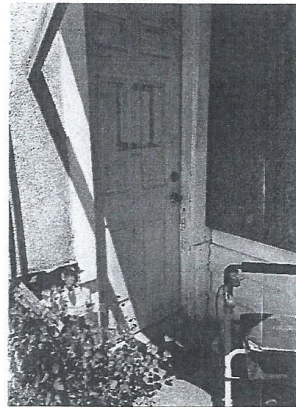
Power shut off and electrical disconnected



Many of the windows boarded up  
No guttering for water drainage



Obvious building has been secured





Water and soffit damage.

