

**MINUTES**  
**CASS COUNTY PLAN COMMISSION**  
**Tuesday, August 1, 2017**

Josh LeDonne Vice President, called the regular meeting of the Cass County Plan Commission to order at 8:30 AM in the Commissioners Hearing Room on the 2<sup>nd</sup> floor of the Cass County Government Building.

**ROLL CALL:**

Members present: Josh LeDonne, Fred Seehase, Stacy Odom, Chris Frey, and George Stebbins

Member absent: Jim Sailors, Krista Pullen, Mike Kinsey and Jim Donato

Staff present: Arin Shaver, Austin Brass, Ralph Koppe, and Peggy Dillon.

Public in attendance: Dan Musselman and Darian Reynolds

**ACTION ON AGENDA:** Mr. LeDonne asked that to the agenda 109 Beal Street be added in the Reports. Mr. Stebbins motioned to accept this addition, Mr. Odom seconded the motion and all were in favor.

**ACTION ON MINUTES:**

Minutes of June 6, 2017 were presented. Mr. Stebbins motioned to approve as presented. Mr. Seehase seconded the motion and all were in favor.

**PUBLIC HEARING:**

None

**REPORTS:**

109 Beal Street: Mrs. Shaver explained that a letter from the Eel Township Trustee, Mike Fincher, has been received, stating that an inspection of 109 Beal St. has been done by Mr. Koppe. Mr. Koppe has reported that the structure has a new roof and windows; all weeds and tall grass have been removed; 1 south side window has a void that insects are getting in and needs to be fixed. Mrs. Shaver stated that staff is working with the property owner at this time.

2<sup>nd</sup> Quarter ILP Report: No questions were asked.

2<sup>nd</sup> Quarter Financial Report: No questions were asked.

**OLD BUSINESS:**

Unsafe Properties:

*1925 Rogers St. – Sandburg and 1547 Fitch St. - Crowder:*

Mrs. Shaver explained that the structures on these properties have been demolished and the debris is cleaned up; the property owners have been notified of the costs but have not paid them. Mrs. Shaver stated the next step is to certify a property tax lien to the property owners for the cost of the demolitions. Mr. Stebbins motioned to certify the liens for 1925 Rogers St. and 1547 Fitch St. Mrs. Frey seconded the motion and all were in favor.

Unsafe Ordinance Amendments:

Mrs. Shaver explained that the unsafe ordinance is adopted by the Commissioners and this Commission will recommend to them favorably or unfavorably the proposed changes:

- Adding incorporated areas to the area of operations for remediations
- Adding “unsafe premises”( mostly handled by Health Department)
- Health Department will bring properties forward to Plan Commission for action
- Plan Commission may defer health related issues to Health Department

- Addition of more details of state reference as to who is defined for unsafe structures

Mrs. Shaver explained that the Plan Commission will send a recommendation to the Commissioners. Mrs. Frey asked if that this will cover all of Cass County and Mrs. Shaver replied yes, the State allows this for this. Mrs. Shaver stated that these changes basically add unsafe premises and to include the whole county. Mrs. Shaver explained that agricultural uses were not added.

Mr. Odom asked for clarification of the definition concerning “any structure used for agricultural uses or unsafe premises” and Mrs. Shaver stated the staff recommendation is to strike out “unsafe premise” because agricultural uses are buildings or the premise.

Mrs. Shaver asked for further questions and there were none.

Mr. Seehase motioned to recommend favorably to the Commissioners these amendments. Mrs. Frey seconded the motion and all were in favor.

#### NEW BUSINESS:

*4031 Quincy, Clymers – McMahan:*

Mr. Koppe explained that this property was reviewed in 2015 and was determined to be unsafe; showed pictures that the structure has been demolished but the debris has remained for over 8 months. Mr. Koppe stated that staff recommends to give the property owner 30 days to finish the demolition; if no action is taken; staff will ask for bids to complete the debris removal. Mrs. Shaver explained that this issue will be reviewed on August 30, 2017; brought back to Plan Commission September 5, 2017; bids will be brought to this Commission for consideration.

*1900 N. Third Street – Friskey:* Mr. Stebbins stated that this property is in very bad shape. Mr. Koppe explained that he has inspected the property and determined that it is unsafe. Mrs. Shaver stated this will be on the agenda for September 5<sup>th</sup>.

#### FLOOR IS OPEN TO THE PUBLIC:

Mr. LeDonne asked for questions or comments from the public, there were none.

#### ADJOURNMENT:

There were no further questions and the meeting was adjourned at 8:47AM August 1, 2017.

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CCPC Officer

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CCPC Officer

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Peggy Dillon, Recording Secretary