

# Building Committee Minutes

**4 November 2021**

Attending:

Mayor Bill Koons (WK)

Gerald Canton (GC)

Chris Berger (CB)

Building Department (BD)

Building Committee (BC)

Meeting called to order at 8:04AM by CB. The meeting was held in person at The Building Department.

1. WK was providing coverage for RG who was off this day. WK took the opportunity to talk about cross-training. CB advised that the Finance Committee and HR had discussed a possible second administrative assistant on a part-time basis to address this and other issues. This is acceptable to the BC but training needs to start soon as the new software will come in January.
2. WK said that the ARB resubmittal fee was discussed at ARB and that a recommendation to BC would be forthcoming.
3. WK would like to appoint Tim Alder as the part-time zoning inspector and asked if the interviewing process needed to go forward? Issue to be raised with HR and Council?
4. WK offered no new information regarding the issue of 18 Daisy Lane and 1233 Bell Road.
5. WK questioned whether the monthly reports to Council from the BD had value. RG to streamline.
6. CityForce. CB reported that the contract was approved at Council.
7. WK again said he would like to see RG be able to bank hours to better manage work flow. BC to discuss with HR.
8. WK raised the issue of transitioning Council Members to new committees in 2022. What can current BC do to assist in the process? WK thought that keeping one of the two current Council Members on the committee would help in continuity. CB and GC agreed.

CB moved to adjourn the meeting 8:47AM. GC concurred.

Minutes approved by: \_\_\_\_\_

Christopher J. Berger, Chair

**EXAMPLES OF ORDINANCES**

**NONE**