

AGENDA
CITY COUNCIL MINI - RETREAT
WAYNE FIRE HALL
September 29, 2020

5:30 p.m. Call the Meeting to Order

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located in the southwest corner of the Fire Hall.

The City Council may go into closed session to discuss certain agenda items to protect the public interest or to prevent the needless injury to the reputation of an individual and if such individual has not requested a public hearing.

1. Discussion and Possible Action on the following Retreat Topics:

- Problem Resolution Team – Update on Process
- Selling 30'x30' Parcel (old well site)
- Old Bathhouse Plans
- Cemetery Plat/Road - Update
- Truck Parking - Update
- Pool - Update
- Engineering Services
- Any Other Business or Topics to be Discussed

2. Adjourn

RESOLUTION 98-22

A RESOLUTION PERTAINING TO THE ESTABLISHMENT OF A PROBLEM RESOLUTION TEAM (PRT) TO ADDRESS ISSUES INVOLVING NUISANCE PROPERTIES, BLIGHTED OR SUBSTANDARD HOUSING, HEALTH DEPARTMENT AND HEALTH & HUMAN SERVICES NON-CRIMINAL REFERRALS.

WHEREAS, the concept of establishing a Problem Resolution Team was discussed and recommended by the Management Team to include a representative of the Police Department, the City Clerk or designate, the City Planner/Inspector, City Attorney representative, Board of Health Secretary, Health and Human Services representative, a representative of the Wayne Community Housing Development Corp., and a City Councilmember; and

WHEREAS, the City Council was presented a report by staff outlining the Problem Resolution Team concept and how it could be implemented in Wayne to deal with nuisances, blighted and substandard properties, housing code issues, health and sanitation matters, and other potential concerns wherein a multi-disciplined approach to problem resolution would be beneficial; and

WHEREAS, the City Council established as a goal at its January, 1998, retreat the establishment of a Problem Resolution Team.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Wayne, Nebraska, that a Problem Resolution Team be established with the goal of dealing with nuisances, blighted and substandard housing and/or properties, housing code issues, health and sanitation matters, and other concerns wherein a multi-disciplined approach to problem resolution would be beneficial within the municipality or its zoning jurisdiction.

BE IT FURTHER RESOLVED, that the necessary and prudent operating guidelines of the Problem Resolution Team be developed by Administrative regulation within sixty days hereof.

PASSED AND APPROVED this 24th day of February, 1998.

THE CITY OF WAYNE, NEBRASKA,

By *Sheryl Hindau*
Mayor

ATTEST:

Betty A. M. Guie
City Clerk

RESOLUTION NO. 2000-27

A RESOLUTION ADOPTING MISSION STATEMENT OF CITY OF WAYNE
PROBLEM RESOLUTION TEAM.

BE IT RESOLVED by the Mayor and City Council of the City of Wayne,
Nebraska, that they hereby adopt the following mission statement of the City of Wayne
Problem Resolution Team:

*“To employ a multiple agency approach to address quality of life issues
relative to neighborhoods, housing, and property use through education,
code enforcement, and nuisance abatement in a proactive manner.”*

PASSED AND APPROVED this 9th day of May, 2000.

THE CITY OF WAYNE, NEBRASKA,

By *Sheryl Spindler*
Mayor

ATTEST:

Patty A. McQuinn
City Clerk

RESOLUTION NO. 2013-99

A RESOLUTION APPROVING THE PROBLEM RESOLUTION TEAM COMPLAINT PROCESS.

WHEREAS, a Problem Resolution Team was established by way of Resolution 98-22 on February 24, 1998, to deal with nuisances, blighted and substandard housing and/or properties, housing code issues, health and sanitation matters, and other potential concerns wherein a multi-disciplined approach to problem resolution would be beneficial within the municipality or its zoning jurisdiction; and

WHEREAS, the Problem Resolution Team has developed a "PRT Complaint Process" to guide staff in its efforts to handle the complaints received on issues identified above.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Wayne, Nebraska, that the "PRT Complaint Process", which is attached hereto and incorporated herein by reference, is hereby approved and shall be in effect as of this date.

PASSED AND APPROVED this 17th day of September, 2013.

THE CITY OF WAYNE, NEBRASKA

By



Mayor

ATTEST:



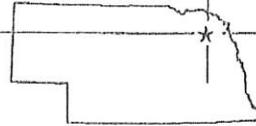
City Clerk

City of Wayne

306 Pearl • P.O. Box 8
Wayne, Nebraska 68787

(402) 375-1733
Fax (402) 375-1619

Incorporated - February 2, 1884



PRT Complaint Process

(Effective September 17, 2013)

As per council directive, all complaints are to be investigated. Complaints must be in writing. Verbal complaints will only be investigated if they involve conditions which in the opinion of the Code Official pose an eminent danger to life, such as a building ready to collapse, and are visible from public property. All written complaints must contain the following information:

- A. Name of complainant.
 - B. Phone number to contact complainant for additional information.
 - C. Property address.
 - D. Description of alleged violation.
 - E. Supporting evidence, such as photos or professional reports, if they are available.
1. Upon receipt of a complaint, the Code Official shall place the complaint on the PRT agenda for discussion and recommendation at their next scheduled meeting. Such recommendation shall then be directed to the Code Official for enforcement. The Police Chief will assist the Code Official as deemed appropriate.
 2. Upon receipt of a complaint regarding the interior of the building or an exterior safety issue, the Code Official, or his designee, shall telephone the property owner to notify them that there is a complaint against their property and briefly describe the alleged violation. The Code Official, or his designee, shall request the property owner set up a date and time for an inspection of the property within the next seven (7) days. In addition to the telephone call, the Code Official, or his designee, shall send via Certified Mail an official request of the same. If the complaint involves only the exterior of the building and no safety issues, the Code Official will refer the complaint to the PRT for a hearing and recommendation. Any complaint regarding safety issues will result in the Code Official requesting an inspection of the entire building.

No person of the City of Wayne shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity.



Home of Wayne State College



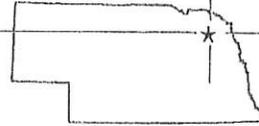
Equal Housing Opportunity

City of Wayne

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3. Should the property owner refuse to allow an inspection, the Code Official will work with the City Attorney to obtain an inspection warrant whenever possible.

4. Upon inspection, the Code Official will document any code violations and work with the property owner to set reasonable deadlines for correction. All deadlines will be presented to the PRT for affirmation at their next scheduled meeting. If the Code Official determines the violations are severe enough that they endanger the safety of the occupants, he may set deadlines which expire prior to the next PRT meeting. Should the PRT determine that the deadlines are inappropriate they may set new deadlines and direct the Code Official to notify the property owner in writing of any amendments to the original decision of the Code Official. Any decision of the Code Official may be appealed by the owner to the Board of Appeals in writing within 20 days of the order.

5. This process shall not prevent the Code Official from taking necessary steps as outlined in the International Property Maintenance Code (IPMC). If the Code Official deems the structure unfit for occupancy he/she shall have any occupants removed, placard the building, and set guidelines for the building to be occupied again. The complaint and the inspection results shall be brought before the PRT before the Code Official issues a demolition order. In extreme instances the Code Official may take action based upon Emergency measures as outlined in the IPMC.

6. If the property owner fails to comply with a deadline, the Code Official may recommend an extension to the PRT based upon significant progress or in cases of extreme hardship. At the next scheduled meeting the PRT will review any recommendation and either grant an extension or request the Code Official to advertise for bids the required work. Such advertisement shall be published at least twice in a local paper. The bids shall then be submitted to the City Council for action based upon the PRT recommendation.

7. Once the property owner has addressed all code violations, or removed the building according to City Code, the Code Official will verify compliance and report the actions to the PRT at their next meeting. The PRT will then take action to verify that the complaint may be closed or request additional information from the Code Official.

8. Upon closure of the complaint by the PRT, the Code Official, or his designee, shall send written notice to the property owner acknowledging their compliance.

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