

Ordinance Committee Minutes

August 29, 2023

The meeting was called to order by Chair Vanessa Sherman at 6:08 p.m.

Members present were Katy Novak, Cate Wyckoff, Marty Peregoy, Dave Pease. Theresa Westfall attended as a community member guest.

The group reviewed goals 1-4

1. Publish ordinances and communicate with public regarding ordinances
2. Notify community members of the proper procedure for complaints and publish in three places:
 - a. The Country Neighbor
 - b. Monthly water bill
 - c. Post around town
3. Work on ways to consistently and equitably ensure compliance with ordinances
4. Work for transparency with the community by publishing minutes of monthly Ordinance Committee meetings

Discussion was held regarding educating the public on the proper way to lodge a complaint. Currently, access to the complaint form is via the city office or the city website. Discussion included ways the group can find out about community complaints. It was suggested that we speak with the city clerk about rewriting the complaint form so that the clerk could forward the complaint to the proper committee. A procedural path from repetitive complaint to new ordinance needs to be established.

Discussion was held on the purpose of the committee. All members agreed that the primary purpose is to determine necessary ordinances based on community input and personal experiences and to suggest possible ordinances to the City Council as necessary at monthly meetings.

The group discussed possible ways to make the public more knowledgeable of ordinances. Marty Peregoy suggested publishing ordinances according to season or the frequency with which they are violated. For example, as winter approaches, focus could be on publication of ordinances having to do with snow removal, or if there is a sudden upswing in trash containers being left outside past appropriate hours.

New member Katy Novak offered to update the city website to include a section for ordinances. Mayor Pease was in favor, but it was suggested that they discuss it with the city clerk before implementing the change.

The Mayor stated that he would like a faster way to communicate with the public. The group reviewed social media vehicles, which are available to many people, plus TextMyGov, which is available almost instantly to anyone who has signed up.

The group discussed the need for an Ordinance/Code Enforcer, noting that compliance with city ordinances is low because there are no negative repercussions for not following ordinances. A lengthy

discussion was held on how the city of Auburn enforces ordinances, how to work a code enforcement officer into the Peru budget, and the current problems with finding people to do jobs.

The group agrees that all Council members, Mayor, and ordinance committee members need hard copies of all ordinances. A review of how the city's ordinances were repealed in 2016 in favor of a standard set of ordinances from American Legal Publishing took place. It was noted that several ordinances enacted since 1992 have been collected and reside in a notebook in the clerk's office or on the clerk's computer. The cost of codification - \$6,000 was discussed. Codification would make it possible to keep all ordinances in a bound book, and to easily update and search ordinances digitally and on the website.

The group reviewed Peddler permits and agreed that the section Sales & Advertising under Section 113 Solicitors of city ordinances was sufficient, provided that we update the cost of permits at any time we wish to begin charging.

Food and Beverage vendors were discussed as a separate item. It was suggested that they register at no fee and show a state health license in order to operate a food/beverage truck for public events within the city. The group will investigate food sales in reference to commercial/non-commercial kitchens and will explore a place for vendors to upload state health licenses to sell food/beverages and obtain a city permit via the city website. Additional discussion of vendors, licenses, public safety and the health department's role in examining vendor trucks at events was held.

Cate Wyckoff suggested that the city adopt an ordinance requiring that anyone traveling on behalf of the city be subject to a per diem that is equal to the state's per diem for lodging and food. All members of the group were in favor, and Wyckoff will contact city attorney Morgan Ritchie to create a potential ordinance, which will be placed on next month's City Council agenda for discussion and possible adoption.

The group decided that their regular meeting time will be the final Tuesday of each month at 6:00.

The group ended the meeting with discussion of the need to follow open meetings law by having no more than two City Council members present at the meeting. Marty Peregoy offered to resign from the committee in order for Theresa Westfall to become a member of the committee. Westfall accepted and will also take Peregoy's secretarial position.

The meeting was adjourned at 7:42 p.m.

Submitted by Marty Peregoy