



Notice of Study Session

For Abilene City Commission

4 p.m. Monday, April 20, 2020

Dwight D. Eisenhower Municipal Building
419 N. Broadway Avenue, Abilene, Kansas

DUE TO COVID-19 ALL MEETINGS WILL BE HELD VIRTUALLY AND STREAMED LIVE ON THE CITY OF ABILENE'S YOUTUBE PAGE AT https://www.youtube.com/channel/UCNURrU0ueP6_dRpHYu1wJEg

PURPOSE

The City Commission's study sessions are for the purpose of providing the commission the opportunity to study items in more detail.

OPEN FORUM

Due to Covid-19 social distancing requirements any items that you would like to bring to the city commission must be sent to the City Clerk by noon on April 20, 2020 and they will be presented at the meeting. Please send comments to penny@abilenecityhall.com.

STUDY ITEMS

1. Land offer discussion.
2. 206 SW 2nd Dangerous structure report and resolution.
3. 413 NW 3rd Dangerous structure report and resolution.
4. City of Abilene Covid-19 plan.





CITY OF ABILENE
Item for City Commission Agenda

Meeting Date:

4/20/2020

Originating Department

Planning and Zoning

Prepared By:

Clinton J. Franey – Director

Approved For Agenda By:
(Office Use Only)

AGENDA ITEM HEADING:

Dangerous Structure: 206 SW 2nd (ORIGINAL TOWN ABILENE, S21, T13, R02, BLOCK 2, E43' LOT 13, LESS R/W)

BACKGROUND:

City staff recently conducted an inspection of the property located at 206 SW 2nd and found it to be dangerous. The following collective conditions render the property dangerous:

- Fire damage back room from fire 1999
- Fire damage front bedroom from fire December 2018
- Roof underlayment fire damage
- Rafters fire damaged in both front bedroom and back bedroom
- Insulation smoke and water damage
- Adjacent rooms heavy smoke damage
- Some windows missing and boarded
- Plaster removed in various areas
- Electrical wiring insufficient and in need of repair
- Kitchen area unfinished
- Missing and melted siding on rear and sides of home

FISCAL NOTE:

The cost of abatement for this structure will be determined through competitive bid. This cost is budgeted in the General Fund under Demolitions/Nuisance Abatement. The cost of demolition will be assessed against the property through a special assessment tax, but there is no guarantee of repayment.

COMMISSION ACTION OPTIONS:

City staff recommends drafting the necessary resolution(s) setting a public hearing date for the dwelling. At this hearing a determination will be made that the property is unsafe, repairs be made, or removal of the structure is warranted. The timetable along with a deadline will be determined by the City Commission.



TO: City Commission
FROM: Travis Steerman, City Inspector
SUBJ: 206 SW 2nd
DATE: 2/27/2020

ISSUE:

City inspection staff conducted an exterior visual evaluation of the structure at 206 SW 2nd (ORIGINAL TOWN ABILENE, S21, T13, R02, BLOCK 2, E43' LOT 13, LESS R/W). Staff determined that an interior inspection of the structure was warranted to determine if the structure was dangerous, and therefore uninhabitable.

BACKGROUND:

City staff recently conducted an inspection of the property located at 206 SW 2nd and found it to be dangerous. The following collective conditions render the property dangerous:

- Fire damage back room from fire 1999
- Fire damage front bedroom from fire December 2018
- Roof underlayment fire damage
- Rafters fire damaged in both front bedroom and back bedroom
- Insulation smoke and water damage
- Adjacent rooms heavy smoke damage
- Some windows missing and boarded
- Plaster removed in various areas
- Electrical wiring insufficient and in need of repair
- Kitchen area unfinished
- Siding missing and melted in rear and sides of home



RECOMMENDATION:

City staff recommends drafting the necessary resolution(s) setting a public hearing date for the dwelling. At this hearing a determination will be made that the property is unsafe, repairs be made, or removal of the structure is warranted. The timetable along with a deadline will be determined by the City Commission.

FISCAL NOTE:

This house has been vacant. No major remodel work on this dwelling has taken place since the permit was applied for. However, no work was witnessed from February 22, 2019 till the date of inspection February 26, 2020, besides debris removal. The remodel work on this property would be cost extensive. All nuisance and weed violations that have been issued to this property since 2017 have been addressed without city abatement or citation. County taxes on this property are paid in full.

ATTACHMENTS:

- Letter from January 16, 2018
- Letter from August 22, 2018 along with compliant
- Letter from January 16, 2019
- Notice of inspection sent February 7, 2020
- Pictures of inspection

Dear Steve

I was not aware of the Codes that you stated in my Letter

I had wanted to remodel the House last year. But as I told you in my Phone call that I had 4 surgeries and my Husband Passed away.

What I would like to do at this time just Board the house up until April and then start the remodel. When at that time I will do the outside 1st.

I won't be able to get it boarded up until around the 10th of Feb. I won't have any help until then.

I get the yard cleaned up.
I hope this will be agreeable
With you

CITY OF ABILENE COMMUNITY DEVELOPMENT DEPARTMENT
419 N. BROADWAY ST. | P.O. BOX 519 | ABILENE, KS 67410 | (785) 263-2355

CORRECTION ORDER

COMPLAINT ID#: **1102018-5**

DATE OF NOTICE: **January 16, 2018**

PROPERTY ADDRESS: **206 SW 2nd St.**

OWNER / AGENT OF PROPERTY: **Rosalie Cornelius**

MAILING / SERVICE ADDRESS: **111 N Chestnut St. Solomon, KS 67480**

VIOLATION: The owner of the aforementioned property is being cited for violation of the City Code as follows:

2-201. Standard building codes incorporated by reference.

The standard codes known as the “2009 International Building Code, the 2009 International Residential Code, the 2009 International Existing Building Code, the 2009 International Plumbing Code, the 2009 International Mechanical Code, the 2009 International Fuel Gas Code, **2009 International Property Maintenance Code** and the 2008 National Electrical Code” are hereby incorporated by reference, except such portions as may hereafter be deleted or amended.

2009 IPMC Section 304 Exterior Structure

304.6 Exterior walls. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

304.13 Window, skylight and door frames. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

REQUIRED CORRECTIVE ACTION: The property owner or agent of the property shall remedy the aforementioned violation by as follows: ***Replace all siding and fix all doors and windows***

The property owner or agent of the property has 14 days from the date of this notice to meet with Community Development Department and **provide a plan with a time table of when work is to begin and to be finished.**

CITY OF ABILENE COMMUNITY DEVELOPMENT DEPARTMENT
419 N. BROADWAY ST. | P.O. BOX 519 | ABILENE, KS 67410 | (785) 263-2355

If you have questions about the information provided in this Correction Order or the accompanying Violation Notice, please contact:

Travis Steerman

City Inspector
785-200-0541

C O R R E C T I O N O R D E R

CITY OF ABILENE COMMUNITY DEVELOPMENT DEPARTMENT
419 N. BROADWAY ST. | P.O. BOX 519 | ABILENE, KS 67410 | (785) 263-2355

CORRECTION ORDER

COMPLAINT ID#: 1102018-5

DATE OF NOTICE: January 16, 2018

PROPERTY ADDRESS: 206 SW 2nd St.

OWNER / AGENT OF PROPERTY: Rosalie Cornelius

MAILING / SERVICE ADDRESS: 111 N Chestnut St. Solomon, KS 67480

VIOLATION: The owner of the aforementioned property is being cited for violation of the City Code as follows:

4-301. Definition.

Nuisances include, but are not limited to, conditions which:

- (a) Increase the hazard of fire or accident
- (b) Cause or permit emissions into water or air that will tend to be significantly injurious to human health or welfare, animal or plant life, or property, or is or will be unreasonably interfering with the enjoyment of life and property of any inhabitant of the city of Abilene, Kansas.
- (c) Contribute to blight by reason of uncleanness or lack of maintenance
- (d) Result in unsightliness, particularly with respect to the storage of material, supplies, equipment, machinery, motor vehicles and parts thereof defect
- (e) Endanger health or safety by reason of dilapidation, disrepair, or structural
- (f) Promote vermin and insect infestation
- (g) Violate any of the fire, building, or zoning regulations, or other laws or regulations relating to the use of land and the use and occupancy of buildings and improvements.

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CORRECTION ORDER

REQUIRED CORRECTIVE ACTION: The property owner or agent of the property shall remedy the aforementioned violation by as follows: ***Remove tires, household items, tarps, and trash from backyard. Remove construction debris from front porch.***

DEADLINE: The property owner or agent of the property has 10 days from the date of the notice to remedy the violation or request a hearing as provided in the Violation Notice accompanying this Correction Order. The violations shall be remedied by **January 26, 2018** unless a hearing is requested.

If you have questions about the information provided in this Correction Order or the accompanying Violation Notice, please contact:

Travis Steerman

**City Inspector
785-200-0541**

CITY OF ABILENE COMMUNITY DEVELOPMENT DEPARTMENT

419 N. BROADWAY ST. | P.O. BOX 519 | ABILENE, KS 67410 | (785) 263-2355

CORRECTION ORDER

COMPLAINT ID#: 1102018-5

DATE OF NOTICE: August 22, 2018

PROPERTY ADDRESS: 206 SW 2nd St.

OWNER / AGENT OF PROPERTY: Rosalie Cornelius

MAILING / SERVICE ADDRESS: 111 N Chestnut St. Solomon, KS 67480

VIOLATION: The owner of the aforementioned property is being cited for violation of the City Code as follows:

4-301. Definition.

Nuisances include, but are not limited to, conditions which:

- (a) Increase the hazard of fire or accident
- (b) Cause or permit emissions into water or air that will tend to be significantly injurious to human health or welfare, animal or plant life, or property, or is or will be unreasonably interfering with the enjoyment of life and property of any inhabitant of the city of Abilene, Kansas.
- (c) Contribute to blight by reason of uncleanness or lack of maintenance
- (d) Result in unsightliness, particularly with respect to the storage of material, supplies, equipment, machinery, motor vehicles and parts thereof defect
- (e) Endanger health or safety by reason of dilapidation, disrepair, or structural
- (f) Promote vermin and insect infestation
- (g) Violate any of the fire, building, or zoning regulations, or other laws or regulations relating to the use of land and the use and occupancy of buildings and improvements.

REQUIRED CORRECTIVE ACTION: The property owner or agent of the property shall remedy the aforementioned violation by as follows: *All debris from house must be put in containers or disposed of immediately.*

DEADLINE: The property owner or agent of the property has 10 days from the date of the notice to remedy the violation or request a hearing as provided in the Violation Notice accompanying this Correction Order. The violations shall be remedied by **September 4, 2018** unless a hearing is requested.

CITY OF ABILENE COMMUNITY DEVELOPMENT DEPARTMENT

419 N. BROADWAY ST. | P.O. BOX 519 | ABILENE, KS 67410 | (785) 263-2355

If you have questions about the information provided in this Correction Order or the accompanying Violation Notice, please contact:

Travis Steerman

City Inspector
785-200-0541

CORRECTION ORDER











RESOLUTION NUMBER 042720-1

A RESOLUTION FIXING A TIME AND PLACE TO APPEAR TO SHOW CAUSE WHY THE STRUCTURE AT 206 SW 2nd AVE. SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED.

WHEREAS, the Building Inspector has filed with the Governing Body a written statement that the dwelling structure located upon the following described parcel of real estate in the City of Abilene, Kansas is unsafe or dangerous:

ADDRESS	LEGAL DESCRIPTION
206 SW 2nd. Ave.	(ORIGINAL TOWN ABILENE, S21, T13, R02, BLOCK 2, E43' LOT 13, LESS R/W).

SO NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Abilene, Kansas:

Section 1. That pursuant to K.S.A. 12-1752, the owners, the owners' agents, any lien holders of record, any occupants of the structures described above show cause why such structure should not be condemned and ordered repaired or demolished at 4:00 P.M. on Monday, June 8, 2020. Due to social distancing measures related to Covid 19, all public comments related to the public hearing are required to be emailed to the city clerk, Penny Soukup, at penny@abilenecityhall.com by noon on June 8, 2020.

Section 2. This resolution shall be in full force and effect and after its adoption by the Governing Body and the City Clerk shall cause it to be published once each week for two consecutive weeks on the same day of each week as required by K.S.A. 12-1752.

Adopted by the Board of City Commissioners and signed by the Mayor this 27th day of April 2020.

Chris Ostermann, Mayor

ATTEST:

Penny L. Soukup, CMC, City Clerk



CITY OF ABILENE
Item for City Commission Agenda

Meeting Date:

4/20/2020

Originating Department

Planning and Zoning

Prepared By:

Clinton J. Franey – Director

Approved For Agenda By:
(Office Use Only)

AGENDA ITEM HEADING:

413 NW 3rd (THOMPSON AND MCCOY ADDN , W 21.5' LOT 40 & E 10.4' LOT 42 3RD ST SECTION 16 TOWNSHIP 13 RANGE 02)

BACKGROUND:

City staff conducted an inspection of the property located at 413 NW 3rd and have found the north exterior wall to be dangerous. The following collective conditions render the property dangerous.

- Exterior brick façade separating from north exterior wall
- Water damage to both interior and exterior wall
- Exterior wall bowed out
- Large cracks in mortar of brick
- Interior water damage to upstairs apartment on north wall
- Roof of building in bad shape

FISCAL NOTE:

The cost of abatement for this structure will be determined through competitive bid. This cost is budgeted in the General Fund under Demolitions/Nuisance Abatement. The cost of demolition will be assessed against the property through a special assessment tax, but there is no guarantee of repayment.

COMMISSION ACTION OPTIONS:

Staff recommends drafting the necessary resolution(s) setting a public hearing date for the dwelling. At this hearing a determination will be made that the property is unsafe, repairs be made, or removal of the structure is warranted. The timetable along with a deadline will be determined by the City Commission.



TO: City Commission
FROM: Travis Steerman, City Inspector
SUBJ: 413 NW 3rd
DATE: 2/28/20

ISSUE:

City inspection staff conducted a visual evaluation of the north wall of the structure at 413 NW 3rd (THOMPSON AND MCCOY ADDN, W 21.5' LOT 40 & E 10.4' LOT 42 3RD ST SECTION 16 TOWNSHIP 13 RANGE 02). After an interior and exterior inspection, staff determined the wall dangerous and an immediate threat to the public right-of-way.

BACKGROUND:

City staff conducted an inspection of the property located at 413 NW 3rd and have found the north exterior wall to be dangerous. The following collective conditions render the property dangerous.

- Exterior brick façade separating from north exterior wall
- Water damage to both interior and exterior wall
- Exterior wall bowed out
- Large cracks in mortar of brick
- Interior water damage to upstairs apartment on north wall
- Roof of building in bad shape



RECOMMENDATION:

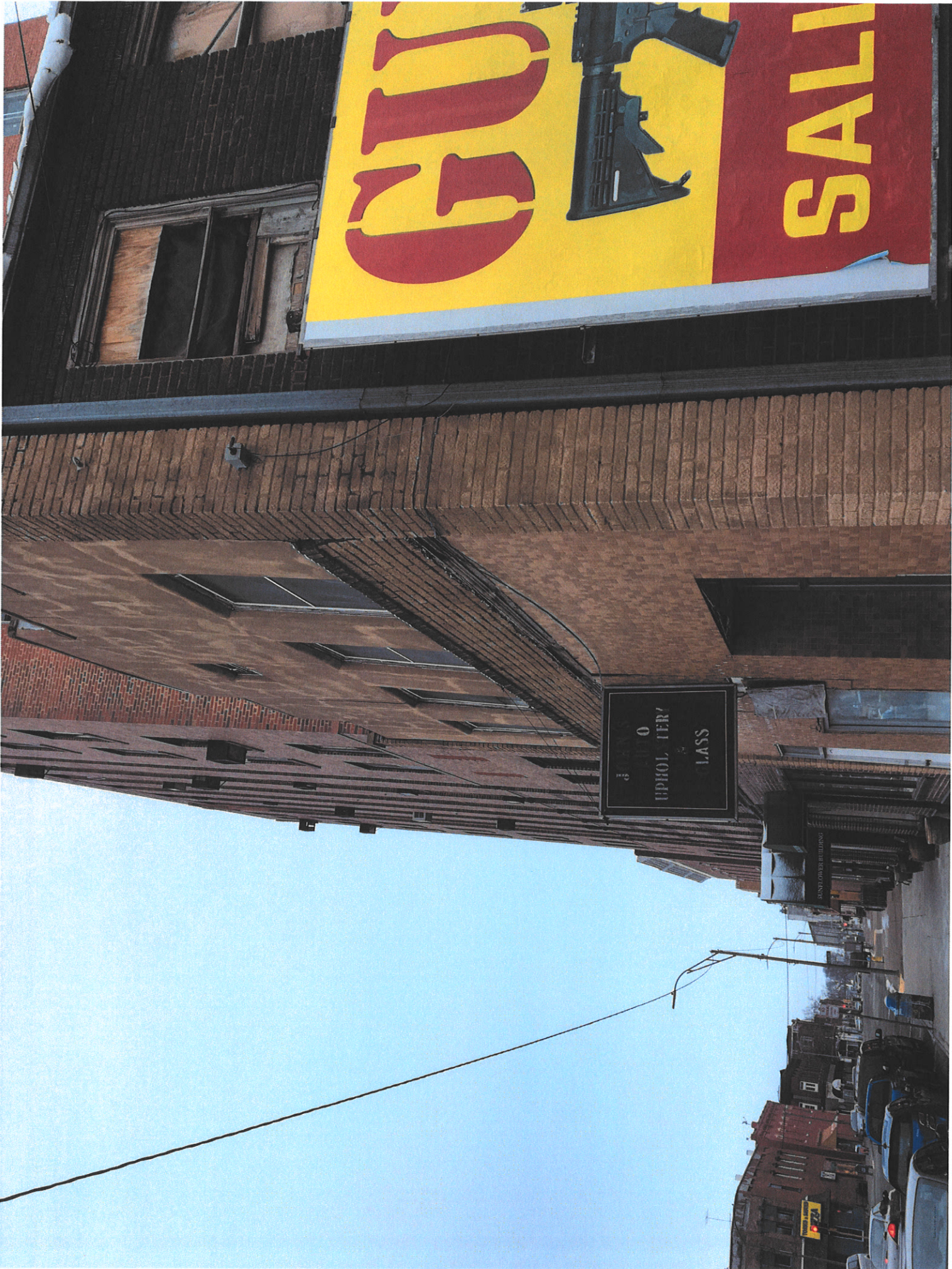
City staff recommends drafting the necessary resolution(s) setting a public hearing date for the dwelling. At this hearing a determination will be made that the property is unsafe, repairs be made, or removal of the structure is warranted. The timetable along with a deadline will be determined by the City Commission.

FISCAL NOTE:

The owner was notified by the city in October of 2017. Two staff members (Travis Steerman and James Holland) were invited to inspect the condition of the wall. After inspection the owner visited with contractors to get an idea of cost and work needed. No work was started or completed for the rest of 2017 and all of 2018. January 10, 2019 another letter was sent to the owner. This letter stated the owner needed to provide the city with timeline and plan to commence work on the exterior wall. A building permit was applied for and work was started within 6 months but never finished. A temporary interior wall was put in place to help hold up the front wall, no repair was done to support unstable brick façade. This permit has now expired.

ATTACHMENTS:

- Letter to owner of record dated October 11, 2017
- Letter to owner wrote January 10, 2019
- Most recent pictures of brick façade







JOHN'S
ANTIQUE &
GLASS





JOHN'S
AUTO
UPHOLSTERY
&
GLASS

RESOLUTION NUMBER 042720-2

A RESOLUTION FIXING A TIME AND PLACE TO APPEAR TO SHOW CAUSE WHY THE STRUCTURE AT 413 NW 3rd AVE. SHOULD NOT BE CONDEMNED AND ORDERED REPAIRED OR DEMOLISHED.

WHEREAS, the Building Inspector has filed with the Governing Body a written statement that the dwelling structure located upon the following described parcel of real estate in the City of Abilene, Kansas is unsafe or dangerous:

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Section 2. This resolution shall be in full force and effect and after its adoption by the Governing Body and the City Clerk shall cause it to be published once each week for two consecutive weeks on the same day of each week as required by K.S.A. 12-1752.

Adopted by the Board of City Commissioners and signed by the Mayor this 27th day of April 2020.

Chris Ostermann, Mayor

ATTEST:

Penny L. Soukup, CMC, City Clerk



City of Abilene
Eisenhower Municipal Building
419 N. Broadway • PO Box 519
Abilene, KS 67410

Voice: (785) 263-2550
Fax: (785) 263-2552
www.abilenecityhall.com

Date: April 16, 2020
To: Mayor and Commissioners
From: Jane Foltz, City Manager
Re: City of Abilene Covid-19 Plan

All full-time employees will be returning to work on Monday April 20, 2020 following these guidelines:

Safety on the Job:

Maintain social distancing-6ft.

- Employees will drive separate vehicles to work sites
- All administration positions have the 6ft. requirement between workers at their workstations
- Work independently as much as possible
- No longer taking breaks as a unit, and no longer having lunch together
- Staggered start times for field workers so that they are not all exposed to each other at the same time

Personal Safety and Safety of others

- Masks, gloves and sanitizer have been ordered for all workers in the field, all employees in the field will be wearing masks when out in public making contact with the public or work closely with a fellow employee, gloves will be used to lessen the spread by touch, when applicable sanitizer will be in each vehicle.
- At the end of their shift the employee will use a sanitizer of Clorox and water or an approved wipe to wipe down all surfaces of the vehicle the employee used that day
- Temperatures will be taken when the employee arrives for work, anyone with a temperature of 100.4 or above will be sent home immediately
- Employees who have a temperature of 100.4, may return to work after at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medication.
- All employees will be asked to wash their hands for at least 20 seconds when they enter their place of work each time.
- Public building will remain locked until further notice
- We are going to act as though everyone has the Coronavirus
- Continue sanitizing door handles and surfaces within their offices

Reassignment of Employees

- Some employees may be asked to move into another department to help where there is a void, this will be temporary move until things get back to normal.
- Some employees may take on duties to help other departments from this time forward

Reduction of 2020 Operations budget

- Department heads have reviewed their 2020 operations budget and have cut items like training, travel, due to Covid-19, equipment purchases, office equipment, fuel, etc. Reduction of part-time, seasonal, and temporary employees has also been figured into reduction of these expenses.

Furloughs

- We will evaluate this option on a monthly basis going forward. This will be a last resort, having looked at services that may be lost, with the warm weather and our busiest season and opportunity to work outside, along with the overall impact we will at this time delay this option.

Projects

- We will delay some scheduled projects, purchases, maintenance of equipment and buildings, that can be done at a future date once things return to normal or our new normal.

The City Manager will review this plan if there are changes going forward with Department Heads and the City Commission.

I have been so pleased with the leadership by the department heads looking at what can be spared for the time being, knowing that if we make adjustments and sacrifice some operational expenses we can keep our employees working and moving forward without loss of services. There may be a delay in how we provide services but, in the end, we are working for the Community to do the best job possible.