Meeting Called to Order by Chairperson Gregory at 1:36 p.m.

Members Present: Commissioners Mark Gregory, Jack Nehmer and Roger Elkins.

Others: Donald LaBrenz II – Building Official, Susan Vander Pol – Osceola County Coordinator and local building contractors Mark Hope and Dwight Gingrich.

Additions or Deletions to the Agenda - None.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the agenda. Motion was unanimously supported.

Public Comments - None.
Employee Comments – None.

Motion by Commissioner Elkins, seconded by Commissioner Nehmer to approve the minutes of October 21, 2013. Motion was unanimously supported.

Old Business: None.
New Business:

Discussion on Building Inspections Services.
Donald LaBrenz II – Building Official, Susan Vander Pol – County Coordinator and contractors Mark Hope and Dwight Gingrich presented information about the permit process, building inspections and code enforcement. The County has had several different building inspectors and officials over the past few years requiring changes and adaptation for both the contractors and the County’s officials. Discussion was held on working together to improve communications and collaboration. Mr. LaBrenz II is considering hosting an informational meeting in January 2016 for the contractors that would provide an opportunity to share information on the new codes that will be going into effect in February of 2016. Mr. Hope and Mr. Gingrich both expressed this would be beneficial for both the contractors and the County. The Building Official is reviewing the information available in the office and on the internet for contractors or homeowners to use as resources, such as the County’s flowchart. The Building Official, in conjunction with the Coordinator’s office, will review the possibility of putting in a kiosk for contractors and homeowners to use to obtain information.

Library Space at the Annex Building.
Susan Vander Pol, County Coordinator, provided information on the current lease the Library has with the County. The lease expires on June 9, 2016. Susan mentioned there is information from previous department heads regarding need for space in the Annex building. However, with changes in technology, document storage, staff and the Elected Officials, the Committee may want to begin with new ideas and information. The Commissioners asked for a floor schematic with square footage for both courthouses to be created for their reference. The Coordinator’s office will work on this in conjunctions with some of the other departments. The Committee members did a tour of the MSU Extension office, Annex Building and part of the renovated space in the Sheriff’s Department. Another meeting will be scheduled when additional information is available to review.

Board Comments – None.
Extended Public Comments (Six Minute Limit) - None.

The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Susan M. Vander Pol
Osceola County Coordinator