

**COMMUNITY PROTECTION & SERVICES COMMITTEE**  
**February 14, 2019**

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Allmann in the Council Chambers, City Hall. **Roll Call:** Members Ms. Allmann, Ms. Catarozoli and Mr. Wiederanders were present. City staff present included City Administrator Josh VanLieshout, Chief Arleigh Porter, Jim Stawicki, Marty Olejniczak and Chris Sullivan-Robinson.

*Moved by Ms. Catarozoli, seconded by Mr. Wiederanders to adopt the following agenda:*

1. Roll call
2. Adoption of agenda
3. Consideration of: creating an ordinance prohibiting minors from vaping
4. Discussion of: codes for sustainability for new builds
5. Consideration of: creating a policy to include public comment on all agendas for agenda/non-agenda items at the beginning of each meeting
6. Discussion of: format for resolutions
7. Discussion of: short-term rentals and Air BnB's
8. Public Comment on Non-Agenda Items
9. Adjourn

**Vaping Ordinance**

Chief Porter discussed the potential need/want for an ordinance prohibiting minors from using vaping devices. Locally, it is becoming a problem in area schools. Information was given to the committee members to review, along with an ordinance sample from the City of Neenah. Chief Porter would ask Attorney Jon Pinkert for assistance in writing the ordinance, as he would be the one defending it in court.

Ms. Allmann questioned if the schools educate on the harmfulness of vaping; Chief Porter responded they do the best they can, but it is still problematic.

Ms. Catarozoli asked if the City currently had an ordinance banning indoor use of vaping materials; Chief Porter stated there was not one. Ms. Catarozoli suggested maybe looking to create an ordinance not allowing indoor use only. Mr. VanLieshout agreed that people who do not wish to be in contact with second hand vapors are

considered. He stated whether the committee agrees or does not agree this is an issue needs to be decided first.

Ms. Allmann would like to take more time to read over the packet of information given by Chief Porter to get more educated, and would like to bring it back to the Committee to discuss further.

### **Codes for Sustainability for New Builds**

Mr. Olejniczak explained this item was brought forth by Alderperson Avenson; he did not have specifics to add. He agrees there are better ways to build; education is key and incentives work.

Jim Stawicki from Sturgeon Bay Utilities spoke on Home Energy Assessments; which are beneficial. He stated SBU is looking to program with people to use these assessments to help subsidize utility costs. It would not only be an advantage to homeowners, but landlord/tenant dwellings as well.

Contributing comments were made by Chris Kellems, 120 Alabama Street.

### **Public Comment on Agendas**

Ms. Allmann explained this item was brought forth by Alderperson Avenson, as there was a question on what committees are not doing this. She stated using an open conversation during the meeting with anyone present is how she prefers to run meetings. Understands, though, when it comes to Council meetings a different approach is needed.

Contributing comments were made by Scott Moore, 947 Pennsylvania Street and Chris Kellems, 120 Alabama Street.

Discussion on how the Common Council meeting is run took place. The Mayor creates the rules of how a meeting is conducted. Ms. Catarozoli questioned how much power the Council had to override the Mayor's rules?

Mr. VanLieshout was unsure if the Council can dictate to the Mayor on how to run the meeting. He cautions the committee on collection of non-agenda items. Phone calls to Alderpersons are the best way to get an item discussed.

Ms. Allmann asked if the collection of slips can be looked into. Change when and how they can be collected. It was brought up to throw the slips into a hat and pick by lottery; or put out a suggestion box.

Ultimately, it was decided to move on from the item, and bring back for discussion another time if need be.

## **Format for Resolutions**

Mr. Wiederanders requested lines be numbered, where applicable, on all Resolutions to make it easier when discussing and making changes.

All agreed.

## **Short-term Rentals**

Mr. Wiederanders expressed the concern of one of his constituents regarding short-term rentals and "Air B&B's" cutting into her lodging business.

Mr. Olejniczak explained the permit process for Tourist Rooming Houses. Initially the State issues a 2-year license after all materials are inspected. The initial license cost in Sturgeon Bay is \$50 for one year; \$25 for a renewal. This is low compared to other communities.

The fee was discussed. It was set to be measurable to staff time and service rendered, such as covering the cost of administering local ordinances. Initially, a Tourist Rooming House permit has a checklist of items that need completion. The renewal simply verifies the initial checklist. The State certificate is required as well, but there is not an inspection report at renewal.

The Committee asked staff to re-evaluate time and services rendered, and come up with a new cost to bring before the Finance Committee.

*Moved by Ms. Catarozoli, seconded by Mr. Wiederanders to recommend to the Finance Committee to re-evaluate the fees for permits for Tourist Rooming Houses. All ayes. Carried.*

## **Public Comment on Non-Agenda Items**

No public comment.

*Moved by Ms. Catarozoli, seconded by Mr. Wiederanders, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 6:07p.m.*

Respectfully submitted,

Sarah Spude-Olson  
Police Department  
Administrative Office Manager