

Building Appeal Board  
Wednesday, August 14, 2024

MEMBERS PRESENT: Bill Scalzo; Justin Hoffman; John Hinzmann; Fire Chief Shawn Krizaj; Building Official Blake Nelson

MEMBERS ABSENT: Don O'Connor, Nancy Janzig

STAFF PRESENT: Amanda Mangan; Steven Robertson; Bonnie Engseth

1. ROLL CALL

2. Motion made by Board Member Krizaj, seconded by Board Member Hinzmann to approve the January 10, 2024 minutes. Motion passed.

3. NEW BUSINESS

a. Building Appeal Board Bylaws

Building Official Blake Nelson summarized the changes to the Building Appeal Board Bylaws, which included updating some antiquated language and updating changes to the board membership.

Assistant City Attorney Amanda Mangan discussed what constitutes a quorum and that the bylaws could be changed to state that a majority of the members present at a meeting would constitute a quorum instead of a specific number. After a brief discussion, Board Member Krizaj suggested no changes be made regarding a quorum at this time.

Motion made by Board Member Hinzmann, seconded by Board Member Hoffman to accept the proposed changes to the bylaws. Motion passed.

b. Election of Officers

Motion made by Board Member Scalzo to nominate John Hinzmann as President and Justin Hoffman as Vice President, seconded by Board Member Krizaj. Motion passed.

Motion made by Board Member Krizaj, seconded by Board Member Hoffman to adjourn at 3:20 p.m. Motion passed.



BLAKE NELSON, SECRETARY  
BUILDING APPEAL BOARD