



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Jan. 12, 2026
Department: Planning and Economic Development
Agenda Section: Regular
Public hearing: No
Date of public hearing: N/A

PRESENTER/INFORMATION CONTACT

Planning and Economic Development Manager Shannan Campbell

ITEM TO BE CONSIDERED

Subject: Code Enforcement updates and upcoming abatement cases

Attachments:

1. Minimum housing violation(s)- 116 Torain Street
2. Minimum housing violation(s)- 533 W King Street
3. Junk accumulation(s)- 112 Hill Street
4. Junk accumulation(s)- 370 Cornelius Street

Summary:

In Fiscal Year 2025 the town started contracting with State Code Enforcement to perform third party code enforcement after staff identified that the case load had become overwhelming and the demand for quick action from staff and/or violators to remedy issues had increased immensely as the population of the town grew and changed. After a calendar year of contracted code enforcement, many violations have been remedied by State Code Enforcement's diligence and property owner action to clear things like junk vehicles, tall grass, junk piles, and tear downs of abandoned structures. However, there are a handful of cases that have not been self-abated and/or the property owner has indicated that they cannot or will not abate them due to financial or physical limitations or constraints.

There are funds set aside for abatements of on-going code enforcement cases and the town has contracted with Municipal Services INC, an operating partner of State Code Enforcement, to assist staff with the legal process of abatement and collection of any fees or placement of liens on properties where the town has had to finance the clean-up.

Staff is proposing to tackle the highest priority cases first and handle a few a year until there are hopefully no more cases to abate. There is a budget justification form pending for budget years 2027-29 for on-going support of a code enforcement abatement program to keep cleaning up and making progress on properties that are unable to get themselves back into compliance.

Photos and information on all cases proposing to be abated are attached. The demolition of structures will come back before the town board as a legal matter. Those cases will require a demolition ordinance to be approved by the town board after all legal steps and administrative hearings have been held. Junk accumulation abatements will not come before the board again, as those will be processed at the administrative level.

Financial impacts:

Abatement funding of approximately \$20,000 is available in Fiscal Year 2026 as unspent code enforcement hours from Fiscal Year 2025 and all cases will be abated until the funds are depleted. New abatements will only be able to be processed in Fiscal Year 2027 and beyond if funded through the budget process in the spring.

Staff recommendation and comments:

Staff recommends that the town board review the outstanding cases and provide any feedback. Staff recommends moving forward on these and future needed abatements for the health, safety, and welfare of the community and the neighbors of these properties with outstanding code enforcement violations.

Action requested:

Town board direction and feedback on the abatement cases identified.