



**CITY OF BURTON**  
**PUBLIC ACCESS COMMITTEE MEETING**  
**OCTOBER 3, 2016**  
**MINUTES**

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**Council Chambers** **Special** **6:00 PM**

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**4303 S. CENTER ROAD**  
**BURTON, MI 48519**

**This meeting was opened by Chairman Steven Hatfield at 6:10 PM.**

**A. ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Ellen Ellenburg	Councilwoman	Present	6:14 PM
Vaughn Smith	Councilman	Present	
Steven Hatfield	Chairman	Present	

**B. STAFF PRESENT**

Paula Zelenko, Mayor Teresa Karsney, Clerk  
Robert Slattery, DPW Director

**C. APPROVAL OF MINUTES**

Will be on the next agenda.

**D. AUDIENCE PARTICIPATION**

None.

**E. COUNCIL DISCUSSION AND RECOMENDATION**

1. Adding building permits on the website.

Mr. Hatfield asked what the status of the new website is. I would like to see the contracts, labor agreements, and an area to report blight and active permits on the website.

Mayor Zelenko stated I will be meeting with Mr. Phillips tomorrow and can give you a better idea then. I think it is really close to being done.

Mr. Smith said it would be nice to have the demo list and dates and progress on the website. I get a lot of calls on those.

Mr. Slattery said once the permits are paid for it would be uploaded to the website. This information would be available on the website. The website updates every 24 hours. We are getting a lot of input under the citizens request center regarding code violations. These are forwarded to the appropriate department to log. I then send an email back to that resident to let them know that their issue was forwarded. If I receive a complaint by phone then I return the phone call.

Mayor Zelenko stated if we have a link to report complaints on the website, and the

person gives their name, phone number, address etc. this information can be requested by a FOIA. If they call and report it anonymously then there is no information to give.

Discussion ensued on the problems with phone system, being able to place more voice mails at an extension and making it more user friendly.

Mrs. Ellenburg asked if someone could post on Facebook when the website is available for the residents.

Mr. Hatfield stated he can post it on the Council page.

Meeting was adjourned at 6:50 PM.

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**Public Access Committee**

4303 S. Center Road  
Burton, MI 48519

**SCHEDULED**

**AGENDA ITEM (ID # 2692)**

Meeting: 10/03/16 06:00 PM

Department: City Council

Category: Demo

Prepared By: Teresa M. Karsney

Department Head: Teresa M. Karsney

**E.1**

*DOC ID: 2692*

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## **Adding building permits on the website.**