

**TRUSTEES**

Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER

Jeffrey D. Baker

ADMINISTRATOR

Jeff Weckbach

Code Enforcement Review Board - February 21, 2024

1. **Opening of Meeting** 6PM - Roll Call

Ms. Westfall called the meeting to order at 6 p.m.

Roll Call: Ms. Miller – present, Ms. Baldwin – present, Ms. Westfall – present, Mr. Henson – present,
Mr. Shafer - present

2. **Pledge of Allegiance**

Ms. Westfall led the pledge of allegiance.

3. **Meditation (Moment of Silence)**

4. **Approval of Minutes**

Minutes were not approved from the previous meeting.

5. **Citizens Address**

Ms. Westfall called for a motion to open citizens address. Mr. Shafer made a motion to open citizens address, seconded by Ms. Baldwin.

Vote: Ms. Miller – yes, Ms. Baldwin – yes, Ms. Westfall – yes, Mr. Henson – yes, Mr. Shafer – yes
Seeing none, Ms. Westfall called for a motion to close Citizens Address.

Mr. Henson made a motion to close Citizens address, seconded by Ms. Baldwin.

Vote: Ms. Miller – yes, Ms. Baldwin – yes, Ms. Westfall – yes, Mr. Henson – yes, Mr. Shafer – yes

6. **New Business - Vacant**

a. CERB-24-MOCK-1

Staff presented Mock vacant housing case to the Board at 1234 Cerb Ave., Make believe, OH. Staff recommendation: declare the property vacant and assessed \$500 plus late and admin fees.

Ms. Westfall asked if anyone would like to speak about the case. Hearing none, Ms. Westfall asked if there was a motion to act on the recommendation.

Mr. Henson motioned to accept Staff's recommendation, seconded by Ms. Miller.

Discussion: Mr. Henson asked for clarification on when the property was initially declared vacant and when the certified letter was mailed. Mr. Henson asked if the owner had responded, Staff said no. Mr. Henson asked if notice was posted on the property, Staff advised that notice isn't posted on the property for safety reasons. Mr. Henson asked about nuisance complaints, Staff said tall grass and trash. Mr. Henson asked for clarification on the fees and assessment costs, Staff explained. Mr. Shafer asked if the grass had been cut by the Township in the 6 months of vacancy, Staff said no. Ms. Miller asked for clarification on who pays the abatement and assessment costs, Staff said if the current property owner doesn't satisfy the lien prior to the sale then the property buyer will accept the costs. Mr. Henson asked if the property was secure, Staff said yes. Ms. Baldwin asked if the property was owned by an individual or company, Staff said an individual. Ms. Baldwin asked about previous violations, Staff does not have that information.

Ms. Baldwin moved to close the discussion, seconded by Mr. Shafer.

Vote: Ms. Miller – yes, Ms. Baldwin – yes, Ms. Westfall – yes, Mr. Henson – yes, Mr. Shafer – yes

Mr. Henson made a motion that the property be declared vacant and assessed \$500 plus late and admin fees and that this recommendation be forwarded to the Board of Trustees for fo. Seconded by Ms. Miller

Vote: Ms. Miller – yes, Ms. Baldwin – yes, Ms. Westfall – yes, Mr. Henson – yes, Mr. Shafer – yes

7. **New Business - Rental**
CERB-24-MOCK-2

Staff presented Mock rental case at 1234 Thisisntreal Ave.

Staff recommendation: The property be declared a rental property and be assessed \$50 plus late and admin fees and the Recommendation be brought to the Board of Trustees for formal adoption.

Mr. Shafer moved to open Citizen Comment for this case, Ms. Miller seconded. Ms. Westfall asked if anyone would like to speak about this property. Hearing none, Mr. Henson made a motion to close Citizen Comment, seconded by Mr. Shafer.

Mr. Henson made a motion to adopt Staff Recommendation on rental property case at 1234 Thisisntreal Ave., Ms. Miller seconded.

Discussion: Mr. Henson confirmed that the Township hasn't heard from the owner. Mr. Henson asked if the home was a single family or multi-family, Staff confirmed single family. Mr. Shafer clarified that the owner registered as a rental, just not with Colerain Township. Staff confirmed. Mr. Henson asked if the owner had a provisional registration, Staff said no.

Mr. Shafer moved to close the discussion, Mr. Henson seconded.

Vote: Ms. Miller – yes, Ms. Baldwin – yes, Ms. Westfall – yes, Mr. Henson – yes, Mr. Shafer - no

8. **Old Business** None at this time.

9. **Adjournment**

Ms. Miller motions to adjourn, Ms. Baldwin seconded.

Vote: Ms. Miller – yes, Ms. Baldwin – yes, Ms. Westfall – yes, Mr. Henson – yes, Mr. Shafer – yes

Meeting is adjourned at 6:27 p.m.