

TRUSTEES

Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER

Jeffrey D. Baker

ADMINISTRATOR

Jeff Weckbach

Code Enforcement Review Board - June 20, 2024

1. **Opening of Meeting**

Ms. Westfall called the meeting to order at 5:58 PM.

Roll Call: Ms. Baldwin – present, Mr. Henson – not present, Mr. Schaefer – present, Ms. Westfall – present.

Ms. Westfall explained the rules and expectations for this meeting.

2. **Pledge of Allegiance**

Ms. Westfall led the pledge of allegiance.

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

4. **Approval of Minutes**

- a. Approval of Minutes from the May 15, 2024 meeting of the Code Enforcement Review Board. Ms. Westfall called for a motion to approve minutes for May 15, 2024. Mr. Schaefer motioned to approve minutes for May 15th, Ms. Baldwin seconded.

Vote: Ms. Baldwin – yes Mr. Schaefer – yes, Ms. Westfall – yes.

5. **Citizens Address**

Ms. Westfall asked if any citizens wish to speak during the citizens' address. Hearing none, Ms. Westfall moved forward from the citizen's address.

6. **Old Business**

- a. Past Case Update

1. Based on the Code Enforcement Review Board's recommendation, the Colerain Township Board of Trustees has approved the following resolutions supporting this board's recommendations to assign the following properties as vacant:

- a. Res. 52-24 (9870 Werk Rd.)
- b. Res. 53-24 (10342 Moonflower Ct.)

- b. CERB-24-7 (11305 Gravenhurst Dr.)

During the April 17, 2024, CERB meeting, Ms. Baldwin motioned to table discussion for this property to the June 20th meeting. Ms. Miller seconded this. Based on updated information, staff recommends to dismiss this case and take no action. The property has been sold/deed transferred. There is no evidence that the property is being used as a rental unit.

Mr. Schaefer motioned to accept staff's recommendation, seconded by Ms. Baldwin.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall- yes.

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7. New Business

- a. CERB-24-10 (2550 W. Galbraith Rd.)
Staff presented a vacant housing case to the Board at 2550 W. Galbraith Rd.
Staff Recommendation: Motion to declare that the property at 2550 W. Galbraith Rd, Cincinnati, OH 45239 is Vacant and should be viewed as such. We recommend the property be assessed \$500, all late fees, and administrative fees unless registered by the owner within 7 days.

Mr. Schaefer motioned to open floor for a hearing. Ms. Baldwin seconded.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall-yes

Mr. Scruggs spoke to clarify that the space plans to be used as a worship center. The property is being minimally maintained while the property is being repaired for use.

Ms. Baldwin asked if finances are in place to open the facility to be opened by the end of the year. Mr. Scruggs states they are waiting to secure funding to repair the interior. The concrete barriers in place are there to ensure the space remains unoccupied.

Mr. Schaefer made a motion to close open discussion. Ms. Baldwin seconded.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall-yes

Mr. Schaefer asked while things are under construction, what is the status of the building? Mr. Byrnes stated the definition of a vacant building in Colerain Township. Ms. Westfall stated that from that definition, the property is considered vacant. Once the work is done on the property, we can remove the property from the vacant list.

The fee for a vacant property is \$500 every six months. The property must follow minimal maintenance standards. Mr. Schaefer asked if the weeds are cut down and the trash is cleaned, would the property be considered vacant? Ms. Westfall stated the boarded-up windows meet the requirements for a vacant building.

Ms. Westfall asked if we have the ability to reduce the fee amount. Mr. Byrnes said no. Can the fee be waived and have it begin in six months? Ms. Westfall does not personally believe so. Mr. Byrnes recited the CERB bylaws, CERB has the ability to consider other issues regarding reviewing or interpreting the fees and rules. It is up to the CERB to consider if it should be changed, but the board does not have the authority to change the fee.

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Mr. Schaefer asked about the current condition of the property. The property is empty, the heating is not on. Mr. Scruggs submitted phase one to the county, but have not received clarity on what is needed to get it in fully operational condition. Phase one is planned to be completed by the end of the year.

Ms. Baldwin stated we need to consider the current condition and move forward from there.

Ms. Baldwin motioned to accept staff's recommendation, seconded by Mr. Schaefer.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall-yes.

Mr. Hopewell gave his contact information and offered to guide Mr. Scruggs through the next steps of this process.

- b. CERB-24-11 (3292 Compton Rd.)
Staff presented a vacant housing case to the Board at 3292 Compton Rd.
Staff Recommendation: Motion to declare that the property at 3292 Compton Rd, Cincinnati, OH 45251 is Vacant and should be viewed as such. We recommend the property be assessed \$500, all late fees, and administrative fees.

Staff has not been able to contact the owners of the property and believe the owners are deceased.

Ms. Westfall asked if there was a tall grass nuisance last year? Mr. Hopewell would need to review the file.

Mr. Schaefer motioned to accept staff's recommendation, seconded by Ms. Baldwin.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall-yes.

- c. CERB-24-12 (9871 Marino Dr.)
Staff presented a vacant housing case to the Board at 9871 Marino Dr.
Staff Recommendation: Motion to declare that the property at 9871 Marino Dr, Cincinnati, OH 45251 is in fact Vacant and should be viewed as such. We recommend the property be assessed \$500, all late fees, and administrative fees.

Mr. Hopewell reported that the owner stated they were walking away from the home.

Mr. Schaefer asked if the owner is walking away, what is the procedure moving forward? Mr. Schaefer asked if they can contact Habitat for Humanity to offer the

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home for renovation. Mr. Hopewell stated the next step is foreclosure. The process is lengthy and we will not know the full timeline. The owner reported that the bank now has the property.

Ms. Baldwin motioned to accept staff's recommendation, seconded by Mr. Schaefer.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall-yes.

d. CERB-24-13 (9854 Loralinda Dr.)

Staff presented a vacant housing case to the Board at 9854 Loralinda Dr.

Staff Recommendation: Motion to declare that the property at 9854 Loralinda Dr, Cincinnati, OH 45251 is in fact Vacant and should be viewed as such. We recommend the property be assessed \$500, all late fees, and administrative fees.

Staff believes the owner is deceased. Two vehicles were removed from the property (registered to the owner with multiple violations) and the tall grass complaint has been resolved.

Mr. Hopewell visited the property today. Present was a structural engineer and a potential new owner who bought the property at auction under the impression that the property was currently occupied. The sale has not been recorded yet and the new owner, Anton Parker, was invited to come to this meeting. The new owner is trying to cancel the sale.

Mr. Schaefer motioned to accept staff's recommendation, seconded by Ms. Baldwin.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall-yes.

e. CERB-24-14 (9839 Pippin Rd.)

Staff presented a vacant housing case to the Board at 9839 Pippin Rd.

Staff Recommendation: Motion to declare that the property at 9839 Pippin Rd, Cincinnati, OH 45231 is in fact Vacant and should be viewed as such. We recommend the property be assessed \$500, all late fees, and administrative fees.

Certified mail was returned reported as "refused."

Mr. Schaefer motioned to accept staff's recommendation, seconded by Ms. Baldwin.

Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall- yes.

8. **Adjournment**

Mr. Schaefer made a motion to adjourn, Ms. Baldwin seconded.



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Vote: Ms. Baldwin – yes, Mr. Schaefer – yes, Ms. Westfall - yes.
Adjourned at 6:45 PM.

Next meeting July 17, 2024.