

Minutes

December 19, 2024

1. **Opening of Meeting**

Chair Member, Ms. Westfall, called the meeting to order at 6pm with all Board members present.

2. **Pledge of Allegiance**

All recited the Pledge of Allegiance led by Ms. Westfall.

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

4. **Approval of Minutes**

Comment: Referring to the November minutes, Mr. Schaefer would like to change his motion in the approval minutes to say "abstained" from the approval of October's minutes as he was not present for the October meeting.

Mr. Henson made the motion to approve the November minutes with the change of October's Minute Approval to say "abstained" for Mr. Schaefer. Mr. Schaefer offered the second.

No discussion and the roll was called:

Yes - Ms. Baldwin, Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall.

No - None

5. **Citizens Address**

At this time, citizens are allowed to address the board with any questions and concerns NOT listed on the agenda.

There were NO speakers for the Citizens Address.

6. **Old Business**

a. CERB-24-21 (3633 Blue Rock Rd.)

Case Details:

- This property has been contacted numerous times (5 times) since June 2024.
- The last letter was sent on 11/27/2024. The delivery was confirmed to be delivered and had the meeting dates.
- The property owner has contacted us back and argues his property is not

vacant because of a Telecommunication Tower that is still active on his property. He does not own this Telecommunication tower.

- Staff would like to declare this property vacant. The only enclosed building on the property has paper covering on the windows and has not been operable for a couple years.
- There have been some notable updates to a pavilion and a shed that are on the property, but it is not finished, and the Zoning department has no permits regarding the changes to the structures or for the structures. There have been no noticeable changes to the primary structure we are considering vacant.
- Mr. Hopewell recommends that the building should be registered vacant and should be viewed as such.

Discussion:

- Mr. Schaefer asked if the primary building be torn down, would the property still be considered vacant and is the owner allowed to have a Telecommunication Tower on the property? - Mr. Hopewell states that if the building were to be torn down, then the property wouldn't be considered vacant because there is no building to tie the vacancy to. As for the Telecommunication Tower, the owner of the seasonal operation does not own the tower and is leased by a separate company
- Ms. Baldwin asks: How do we deal with seasonal operation? - Mr. Penley states that if a business were to operate seasonally, usually there is some sort of management office in the building to keep it operating during the closed months or the business can be given an NOV which will often times end as the operating season begins.

Ms. Baldwin made a motion to take staff's recommendation and to deem this property vacant and move forward with the fees, Mr. Henson second the motion.

No discussion and the roll was called:

Yes - Ms. Baldwin, Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall.

No - None



7. New Business

a. CERB-24-29 (2766 Houston Rd.)

Case Details:

- The owner has been notified that the property has been filed as vacant and for tall grass on July 3rd, 2024. We believe that someone does go to the house periodically but there have been no visible indications that the home has been taken care of. There has been a car that periodically shows up to the property, but it was not registered to the homeowner we have on file.
- We were told that the original owner had passed away and the home was deeded to a family member. We have not had any contact with the new owner of the property.
- The Township has maintained the lawn twice over the summer.
- We were notified that one of the letters was delivered but it is unclear if the others have been delivered.
- There has recently been a car in the driveway. It could be a niece but after knocking, there was no reply.

Discussion:

- Mr. Henson asked if we could send correspondence to the owner of the car that periodically shows up? - Mr. Penley states that we cannot send correspondence to the car owner, but we have the option to check the water, power, and utilities for the house and check the address of the person who is registered with the car that parked in the driveway.

Ms. Baldwin a motion to extend the case into January to give Code Enforcement more time to track down the homeowner, Ms. Farris second the motion, No discussion and the roll was called:

Yes - Ms. Baldwin, Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall

No - None

b. CERB-24-30 (2470 Impala Dr.)

Case Details:

- The building was first reported vacant on August 21st 2024. The building is owned by CMHA (Cincinnati Metropolitan Housing Authority).



- The initial letter was sent in August 2024, the second letter was sent on September 30th, 2024, the last letter was sent on November 14th, 2024.
- The building was in a state of disrepair. Trash, tall grass, building hazards. As of today, the problems with the property have not been addressed by CMHA and the property looks to be in the same condition as of August.

Discussion:

- Mr. Schaefer asked if Mr. Hopewell what the representative said when they got shown around the site? - Mr. Hopewell was not with the representative, it was a different Code officer that was there.

Mr. Schaefer made a motion to take staffs recommendation and register this property as vacant, Ms. Baldwin second the motion.

Yes - Ms. Baldwin, Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall

No - None

c. CERB-24-31 (6850 Acre Dr.)

Case Details:

- First letter was sent in September 2024, and last letter was sent in November 2024. The NOV is still in the door
- This property is also part of Cincinnati Metropolitan Housing authority (CMHA) and all notices were sent to them as well.
- The building had multiple violations. Trash, tall grass, window boarded up.
- Most of the trash has been cleaned up by the property CMHA or the owner but there is still progress that needs to be made.
- This property is also a rental property but has not been registered as such.

Discussion

- None

Ms. Baldwin made a motion to take staff's recommendation and register this property as vacant, Mr. Schaefer second the motion.

Yes - Ms. Baldwin, Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall

No – None

d. CERB-24-32 (6938 Allet Ave.)

Case Details:

- This property was first reported vacant in August 2024 by the neighbor. The neighbor reported the tall grass as well. The neighbor stated that they have not seen anyone go in or out of the house.

Discussion with homeowner:

- Mr. Stuart speaks for the property in question. He said he had bought the home earlier this year but there are disputes against him and his wife that prohibit him from being on the property. The utilities are still on, and Mr. Stuart has mentioned he had cleaned up the property once in the summer. His son visits the property after school.
- Legal personal explains the legal situation against his probation from the home. He has a stay away order from the court which means he cannot set foot on the property. The probation is for a year (May 2025)
- Staff's recommendation is to drop the case and revisit it in the middle of 2025 (June was a month for potential reissue).
- Ms. Westfall speaks to Mr. Stuart stating that he should stay in communication with Mr. Hopewell so we can stay updated on the property and his situation if the property starts to become a nuisance again.

Mr. Schaefer made a motion to reject staff's recommendation to drop the case for now and to revisit later but to instead drop the case altogether and have Mr. Stuart stay in contact with Mr. Hopewell, Ms. Farris second the motion.

Yes - Ms. Baldwin, Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall

No - None

e. 2025 CERB Meeting Dates

All meeting dates should be the third Wednesday of every month at 6pm in 2025.

8. Adjournment

1. The next meeting will be held at 6pm on January 15th, 2024
2. Ms. Westfall puts in favor for the board to adjourn the meeting. - All are IN FAVOR.
3. The meeting adjourned at 6:37 pm