

TRUSTEES

Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER

Jeffrey D. Baker

ADMINISTRATOR

Jeff Weckbach

Code Enforcement Review Board – January 15th, 2025

1. Opening of Meeting

Ms. Westfall called the meeting to order at 6:00 PM.

Roll Call: Ms. Baldwin – present, Ms. Farris - Present, Mr. Henson – present,
Mr. Schaefer – Present, Ms. Westfall – Present

2. Pledge of Allegiance

Ms. Westfall led the pledge of allegiance.

3. Rules and expectations of CERB

Read by Ms. Westfall.

4. Meditation (Moment of Silence)

5. Appointing a New President & Secretary

- Mr. Shaefer makes a motion to appoint Ms. Westfall as president, Mr. Henson seconds the motion
- Ms. Westfall makes a motion to appoint Ms. Baldwin as secretary, Mr. Henson seconds the motion.

6. Approval of Minutes

- Mr. Schaefer made a motion to approve the November 20th 2024 minutes on the condition that the wordage for case 32 in the motion be clarified and that misspellings be fixed. Mr. Henson second the motion
- Roll Call: Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer Yes, Ms. Westfall – Yes

7. Citizens Address

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

- Speakers: Stephanie Wright
 - Questions asked:
 - How much profit has been made from the vacant/for closed properties
 - Where does this money go? General fund? Go into something else?
 - Once a property goes to the board of Trustees and is signed to be declared vacant/for closed, who records the data to keep record of the property? And what is recorded? (when it was declared vacant, who received it, how much profit it made)
 - She would like to know which board member was elected for 2 terms and who was elected for 3 terms. She wants to know for future renewal.
 - Can waycross separate the meeting videos so they are not tagged onto a different meet?

- What happened to the moon flower property last February? It was not assessed to property taxes and wants clarification on if there was any movement or not.
- Mr. Henson makes a motion to close citizens' address, Mr. Shaefer seconds the motion.
- Roll call: Ms. Baldwin: Yes; Ms. Farris: Yes; Mr. Henson: Yes; Mr. Shaefer: Yes

8. Old Business

a. CERB-24-26 (2702 Hyannis Dr.)

- Continuation from last month. She told us at the last meeting she will be getting a permit for a master Use plan from Colerain's Planning Department. Mr. Hopewell states that her master use plan will not be approvable if it is primarily a storage unit. The applicant has reached out to the planning department after the October meeting and created a master plan earlier today for a convenient store.
- Ms. Spenser has just received her permit from the zoning department yesterday. She is unsure for when she will have
- This address will be revisited in April to allow Ms. Spencer to make more progress on business since her application was just approved a day prior.
- Mr. Henson makes a motion to continue this case into April to give the applicant more time to start up her business, Mr. Schaefer seconds the motion.
- Roll call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall - Yes

b. CERB – 24 – 29 (2766 Houston Rd.)

- The owner of the house had passed away. A Family member, Karen, was given the house but she did not know she had to take care of the house until now. Her and her son, Jeff, are now working on fixing the house, paying the bills, etc.
 - It was mentioned by Jeff, her son, that he is working towards getting the deed to the house while he is also fixing it up. He also stays there a couple times a week while he works on it.

Ms. Baldwin asked how long it will take for the house to be habitable. Jeff, Karen's son, said it will be a couple of months but they are continuously working on it.

- Mr. Henson made a motion to disregard staff's recommendation of issuing the property as vacant, Mr. Schaefer second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall - Yes

9. New Business

a. CERB—25--01 (3402 Niagara St.)

- It is staffs recommendation to declare this property, 342 Niagara St., in fact vacant and should be deemed as such. We recommend that the property is assessed at \$500, all pay all late fees ad administrative fees.
- The initial letter was sent out on 10-01-2024, another letter was sent out in November, and the final certified letter was sent on 12-17-2024. ALL MAIL WAS RETURNED.
- certified mail was marked as "vacant" under USPS tracking.
- The property was first reported vacant in September and the home appears to be neglected.
- Mr. Henson made a motion to uphold the staff recommendation to register the property vacant and for the owner to pay the fees as asked, Mr. Schaefer second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall – Yes

b. CERB--25--02

- It is staff's recommendation to declare this property, 6710 Thompson Rd, vacant. We recommend that the property is assessed at \$500, all late fees and administrative fees.
- Initially, the owner had mentioned to Mr. Hopewell that he would like to fix it up and live there.
- Initial letter was sent on 12-04-2024, second letter is N/A and final letter is N/A. Mail was also sent to the registered agent of record.
- There is structural neglect and garbage around the home and is believed to be vacant
- Mr. Henson made a motion to send an infinity investment and a notice for the homeowner to be present at next month's meeting, Mr. Schaefer second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall – Yes

c. CERB--25--03 Through 25-07

- It is staff's recommendation to declare the following CERB cases Rental Properties and shall be viewed as such. We recommend all cases below are to be registered within 7 days. If the property is not registered within the time frame requested, the property shall be given all registration fees, late fees, and administrative fees. The following properties are **owned by Aligar Properties LLC & Aligar Enterprises Inc:**
 - CERB-25-03: 9981 Crusader Dr. (510-0041-0142-00)
 - CERB-25-04: 2765 Grosvenor Dr (510-0042-0119-00)
 - CERB-25-05: 2513 Wenning Rd. (510-0051-0064-00)
 - CERB-25-06: 9509 Pulver Dr. (510-0052-0316-00)
 - CERB-25-07: 9754 Manhattan Dr. (510-0052-0316-00)
- All mail sent and has been returned to us. Initial letter was sent on June 30th, 2023. Last letter was sent on December 24th, 2024. There were 5 letters sent all together.
- Mr. Henson asked Mr. Hopewell if he knows if Hamilton County has any type of notice to inform their rental owners that they must also apply for rentals with their townships/cities? Ultimately, we are unsure for an answer.
- There have not been any other forms of communication other than letters.

- Mr. Schaefer made a motion to declare all as rentals and should be charged the fees that staff recommends, Mr. Henson second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer -Yes, Ms. Westfall – Yes

d. CERB--25--08 Through 25-11

- It is staffs recommendation to declare the following CERB cases Rental Properties and shall be viewed as such. We recommend all cases below are to be registered within 7 days. If the property is not registered within the time frame requested, the property shall be given all registration fees, late fees, and administrative fees. The following properties are **owned by Sameer Maghathe**:
 - CERB-25-08: 3734 Brockton Dr. (510-0101-0329-00)
 - CERB-25-09: 9510 Loralinda Dr. (510-0052-0252-00)
 - CERB-25-10: 7884 Sequoia Ct. (510-0072-0368-00)
 - CERB-25-11: 2821 Breezy Wy. (510-0074-0083-00)
- Initial letter was sent on 06-30-2023, last letter was sent 12-24-24
- The owner has been very responsive and has started to register his properties as rentals
- Ms. Baldwin made a motion to dismiss the case, Ms. Farris second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall – Yes

e. CERB--25--12 Through 25-14

- It is staff's recommendation to declare the following CERB cases Rental Properties and shall be viewed as such. We recommend all cases below are to be registered within 7 days. If the property is not registered within the time frame requested, the property shall be given all registration fees, late fees, and administrative fees. The following properties are **owned by John Staudt**:
 - CERB-25-12: 2982 Libra Ln. (510-0054-0027-00)
 - CERB-25-13: 8415 Jackies Dr. (510-0061-0386-00)
 - CERB-25-14: 3666 Woodsong Dr. (510-0101-0386-00)
- Initial letters sent on 6-30-2023 and the last letter was sent on 12-24-2024
- The owner has contacted Code Enforcement and has admitted they are all rentals and will work on getting them all registered.
- Ms. Baldwin made a motion to take staffs recommendation, Ms. Farris second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer -Yes, Ms. Westfall – Yes

e. CERB--25--15 Through 25-16

- It is staff's recommendation to declare the following CERB cases Rental Properties and shall be viewed as such. We recommend all cases below are to be registered within 7 days. If the property is not registered within the time frame requested, the property shall be given all registration fees, late fees, and administrative fees. The following properties are owned by Zoe Rentals LLC:
 - CERB-25-15: 9550 Trafalgar Ct. (510-0052-0122-00)
 - CERB-25-16: 8572 Neptune Dr. (510-0063-0270-00)
- Initial letters sent on 6-30-2023 and the last letter was sent on 12-24-2024

- It is to Code Enforcements knowledge that these properties are rentals and should be deemed as such.
- Mr. Schaefer made a motion to take staff's recommendation, Mr. Henson second the motion.
- Roll Call: Ms. Baldwin - Yes, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer -Yes, Ms. Westfall – Yes

c. Next time properties:

- none

ci. The next meeting will be held on Feb 19th, 2025

cii. Mr. Henson made a motion to adjourn the meeting, Mr. Schaefer second the motion.

ciii. Roll Call: Ms. Baldwin – Yes, Mr. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall - Yes

civ. The meeting adjourned at 6:52 pm