

Trustees

Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER

Jeffrey D. Baker

ADMINISTRATOR

Jeff Weckbach

Minutes

February 19, 2025

1. Opening of Meeting

Board Member Ms. Westfall called the meeting to order at 6:01pm with 4 of 5 Board members present.

Present and Voting: Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall

Absent: Ms. Baldwin

2. Pledge of Allegiance

All recited the Pledge of Allegiance.

3. Meditation (Moment of Silence)

Ms. Westfall asked everyone to join in a moment of silence.

4. Approval of Minutes

Mr. Henson motioned to approve the January 18, 2025, meeting minutes. Mr. Schaefer second the motion

NO DISCUSSION and the roll was called:

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

No - None

Abstain - None

5. Citizens Address

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

No one speaks during citizens address

6. Old Business

a. CERB-25-02 (6710 Thompson Rd.)

- Staff recommends declaring this property, 6710 Thompson Rd, in fact vacant and should be viewed as such. Staff recommends the property be assessed at \$500, with all late fees, and administrative fees.
- The owner was first notified on December 24, 2024. No other mail was sent out because the applicant was in communication after the first letter was sent.
- Mr. Hopewell discussed his concerns about the property with the owner, to which Mr. Hopewell stated, the property is in a state of neglect and disrepair with items in the yard and with other signs of neglect. The home appears to be unoccupied and not ready for habitation.

- Since being reported, there has been no noticeable changes to the home to indicate it being renovated for living.

Speaker: Shawn Pfeil

- Indicates that he has taken over the property from a property owner that was deeded the home but doesn't want it.
- He does not want it to stay vacant and wants it to be livable but at the moment it is still vacant
- states he will start his due diligence to fix up the home.
- MS. Farris asked the applicant on estimated time for home clean up. applicant states it could be a couple months but will stay in contact with Mr. Hopewell.
- Mr. Henson asked Mr. Hopewell what he would recommend, Mr. Hopewell stated his ultimate goal is compliance. He recommends for the board to have the owner come back in a future meeting.

Motion: Ms. Farris motioned to extend case into May. Mr. Henson second the motion.

Vote Result: . Yes (4), No (0), Abstained (0)

Yes: Ms. Farris, Mr. Henson, Mr. Schaefer, Ms. Westfall

No: None

Abstain: None

b. CERB-25-15 Through CERB-25-16

CERB-25-15 | 9550 Trafalgar Ct. | 510-0052-0122-00 & CERB-25-16 | 8572 Neptune Dr | 510-0063-0270-00

- This property is operating as a rental property but does not have the documentation to be operating as such.
- The initial letter was sent out to the property pm June 30th, 2023. The second letter was sent out on February 9th, 2024. The last/certified letter was sent out on December 24th, 2024.
- All mail was sent to the owner but the certified mailing letter was returned. Mr. Hopewell has attempted email correspondence to contact the owner of the property.
- Staff believes this property is a rental based on the facts of it being owned by a business entity, the owner's address differs from the property address, multiple properties are owned by the same owner, there is no owner occupancy tax credit, and there is a completed rental registry through Hamilton County Auditor.

- Mr. Hopewell indicates that he has been in correspondence with the owner of the properties. The owner stated that the Trafalgar Ct address had just sold and that he lives on Neptune dr.
- Mr. Hopewell recommends that we retract our initial recommendation and to not take action on either properties.

Speaker

- states that the home used to be a rental property but now they are sold as single family homes.
- speaker brought in documentation to show they are living at Neptune Dr

Mr. Henson made a motion to take no action on both cases and drop the cases. Ms. Farris offered the second.

Roll Call: Yes(4), No(0), Abstain(0)

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

No - None

7. New Business - Vacant

a. CERB-25-17 (9870 Pippin Rd.)

- The space is currently a child care facility but has been unoccupied as such since there has been no activity for multiple months.
- The owner is not the one occupying the space. The space is rented out to those who ran the child care facility.
- Owner did not show up for the meeting even though they indicated they would.
- first letter
- Mr. Schaefer asked if we have anything to verify that the building is leased. Mr. Hopewell's correspondence with the owner made us assume the property is still rented but not being occupied
- The staff's recommendation is to table the case into next month's meeting, so the owner is present for the meeting.

Mr. Schaefer made a motion to table the case into the March meeting. Ms. Farris offered the second.

Roll Call: Yes(4), No(0), Abstain(0)

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



No - None

8. New Business - Rental

a. CERB-25-18 Through CERB-25-21 (AUX Funding LLC)

- First letter was sent on 6-30-2023, second letter sent on 2-09-2024, final letter sent on 1-24-25
- the certified mail was not confirmed of delivery
- we believe it is a rental because the owner address is different from the building address, the building is owned by a business entity, there is a completed Hamilton county auditor rental registration.
- The register agent is AUX Funding LLC, Registered Agent Corporation Service
- The dragonway address is listed as an agent on Hamilton County's registry but there is also another address listed as the agent of the property. Mr. Hopewell believes that the two entities are the same and the Dragonway address is their local address.
- These properties are occupied, none look vacant and are in decent conditions.
- Mr. Schaefer asks how we register these as vacant and make the property owners pay if they have not been in correspondence. Mr. Hopewell assures that the fees will be put on property taxes.

Mr. Henson made a motion to take staffs recommendation to assess the properties with fees. Mr. Schaefer offered the second.

No discussion and the roll was called:

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

No - None

b. CERB-25-22 Through CERB-25-25 (RP2HAM LLC)

- The initial letter was sent out on 06-30-2023, the second letter was sent on 02-09-2024.
- the last letter (certified) was sent on 2-19-2025.
- Certified mail was confirmed as sent
- The owner on record is RP2HAM LLC and their Registered agent is Corporation Service Company.
- There is no opengov case number for a rental registry.
- They do have some Hamilton County completed rental registries.

Mr. Schaefer makes a motion to declare properties as rentals. Mr. Henson second the



motion

Roll Call: Yes(4), No(0), Abstain(0)

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

No - None

9. Adjournment

The next meeting will be March 19th, 2025

Mr. Henson motions to adjourn the meeting, Mr. Schaefer second the motion

Vote: Yes(4), No(0), Abstain(0)

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