

Code Enforcement Review Board – March 19th, 2025

1. Opening of Meeting

Ms. Westfall called the meeting to order at 6:01 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. Approval of Minutes

- Mr. Schaefer made a motion to approve February 19, 2025 meeting minutes, Ms. Farris second the motion
- Roll Call: Roll Call: Ms. Baldwin - Abstain, Ms. Farris - Yes, Mr. Henson - Yes, Mr. Schaefer - Yes, Ms. Westfall – Yes

6. Citizens Address

- There are no speakers for the Citizen's address

7. New Business

- Agenda Structure Changes
 - Reasoning: The agenda structure contains two sections that are not always needed and can become redundant. The removal of these sections will eliminate confusion and help focus the meeting on its intended purpose
 - Changes requested:
 - Remove section “meditation/moment of silence”. Upon the board's request, this section can be reimplemented if necessary.
 - Remove “Citizens' Address” section. This was a recommended approval from our legal team. The purpose of this board is to hear cases and testimony related to the cases on the agenda. The removal of this section is to ensure citizens' comments are presented at a more appropriate time during the meeting.
 - No roll call needed
- Case Updates
 - At this time, Colerain Police Department staff will present an update or provide a status of all cases heard/presented in 2025.
 - Mr. Hopewell read off the status of all CERB Cases that have been brought in front of the board this calendar year.
 - No roll call needed

8. **Old Business**

a. CERB—25--17 (9870 Pippin Rd.)

- Staff recommends to declare property 9870 Pippin Rd is in fact VACANT and should be viewed as such. Staff recommends that the property be assessed at \$500, with all late fees, and administrative fees.
- First letter was sent on 1-28-2025
- The applicant has been in contact with our Code Enforcement and was originally going to be present at the February 19, 2025 meeting but did not show. An email was sent to the owner to acknowledge tonight's meeting.
- There has been no new update with the property owner on if the daycare will become active again. At the moment, there is the works of a business but no actual running business.
- Code enforcement does not register commercial rental properties, they only register residential.
- The only potential violation is vacancy but the owner is receiving rent from leaser but nothing is actively running
- Staffs new recommendation is to get the building owner to a meeting to understand his timeline with the leaser.
- Mr. Schaefer made a motion postpone the decision so we can hear from the owner on April 16th 2025, 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 April 16th, 2025

cii. Ms. Westfall adjourned the meeting.

ciii. The meeting adjourned at 6:18 pm