

COLERAIN

TOWNSHIP - OHIO

Minutes

August 20, 2025

1. **Opening of Meeting**

Board Chair Westfall called the meeting to order at 6:03 pm with all Board members present.

Roll Call:

Present & Voting: Board Member Ms. Baldwin, Board Member Mr. Henson, Board Member Mr. Schaefer, Board Chair Ms. Westfall
Absent & Not Voting: Board Member Ms. Farris

2. **Pledge of Allegiance**

All recited the Pledge of Allegiance.

3. **Approval of Minutes**

Motion: Mr. Schaefer motioned to approve the July 16, 2025, meeting minutes. Ms. Baldwin seconded the motion.

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

4. **New Business**

a. CERB-25-65 & CERB-25-66 (DSWW Borrower I LLC)

- **Staff Presentation:** Presentation given by Code Enforcement Officer, Nick Hopewell
- **Details of case:** Initial letter was sent on June 6, 2023. The second letter was sent on February 9, 2024. The certified letter was sent on July 17, 2025, which gave details about the august meeting. All mail was sent to the owner and tax address as shown on the Hamilton County Auditor's website. Mail was also sent to the registered agent and was returned. Earlier today (8/20/25) the two properties in question were registered as rental properties. The recommendation will change from "taking action" to "take no further action".
- **Staff Recommendation:** take no further action
- **Applicant Presentation:** None
- **Meeting attendees speak in favor or against case:** None

Questions for the Applicant: None

Motion: Ms. Baldwin motioned to accept staff's recommendation to take no action.

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maintaining what is visible from the road. The grass and brush going around the house is still at violation height. The rear yard is also overgrown.

- **Staff Recommendation:** continuance till the September meeting
- **Applicant Presentation:** None
- **Meeting attendees speak in favor or against case:** None

Questions for the Applicant: None

Motion: Mr. Henson motioned to extend the case until the September meeting. Ms. Baldwin seconded the motion.

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

5. **Old Business**

There is no old business to discuss.

6. **Adjournment**

Next meeting will be held on September 17, 2025.

Motion: Ms. Westfall motioned to adjourn the meeting.

Vote: All agreed.

Elmer M. Westfall
Nick Hyslop