

MINUTES OF HOUSING APPEALS AND MEDIATION BOARD

DATE: June 20, 2023
TIME: 4:30 p.m.
PLACE: Room 247, Second Floor, Historic Federal Building

The meeting was called to order at 4:32 p.m.

Board Members Present: Gil Spence Mary Gotz Lynn Sutton
 Luke Hoffmann via go-to-meeting

Housing Staff Present: Ben Pothoff Tami Ernster

Election of Officers

Board members discussed that all members terms will expire at the end of 2023 and further discussed the terms of the officers. Gil Spence asked other members for nominations and when none were offered, he suggested that it would be acceptable to him to move that the current chair and vice chair would retain their positions for the remainder of the year. Lynn Sutton seconded the motion. Motion passed 4-0.

Adoption of Agenda

Mary Gotz moved to adopt the agenda. Lynn Sutton seconded. Motion passed 4-0.

Approval of Minutes for December 20, 2022

Luke Hoffmann moved to approve the minutes. Mary Gotz seconded. Motion passed 4-0.

Action Items

CASE H-6-20-1 EXTENSION OF TIME

Applicant: R Spencer Radabaugh
Location: 623 Arlington St
Appeal: Appeal of trash cleanup assessment

Deputy Code Official, Ben Pothoff, presented the staff report. There was no one present on behalf of the applicant. Board members discussed the notice process and the receipt for certified mail delivery that was provided. They confirmed with staff that the abatement did not occur until four (4) days after the notice was delivered and that no one had reached out in the time between the notice's delivery and the abatement. Following that discussion, the Board unanimously agreed the code official correctly interpreted the code provisions cited in the Notice of Violation. The Board unanimously agreed the code provisions cited in the Notice of Violation fully applied to the property. The Board unanimously agreed the conditions referenced in the Notice of Violation constitute a violation of the code provisions. Thereby upholding the decision of the code official.

Public Input

There was no public input.

Items from the Board

Gil Spence expressed concern about trash cans sitting in front of properties without being shielded or moved to the side or rear of the property. Ben Pothoff stated the concern would be reviewed.