

1. **Meeting Called to Order**

Dana Gamblin - Chair called the meeting to order at 4:00 p.m.

2. **Roll Call**

Present:

Board Members

Dana Gamblin, Chair

Gary Gundelsberger, Vice-Chair

Walt Matthews

Sharon Johnson

Don Sharrah (Alternate)

Lisa Maczuga (Alternate)

City Staff

Stephen Rucker, Housing Manager

Ron Snyder, Code Compliance Officer

Angela Kotsopoulos, Code Compliance Officer

Treka Parker, Clerk

Sarah Chiappone-Assistant Law Director

Not present:

Janice Warner

3. **Audience members sworn in by Treka Parker**

4. **Approval of Minutes from May 30, 2023**

Chair Dana Gamblin introduced the first item on the agenda, which was the approval of the minutes from May 30, 2023 Housing Appeals Meeting. Member Sharon Johnson moved to approve the minutes as presented and Member Walt Matthew seconded the motion. Chair Gamblin called for a vote and the motion passed unanimously.

5. **Old Business**

Member Sharon Johnson wanted to revisit Charles Kraisner 520 E. Jefferson Street variance with the Inspectors giving an updated report and pictures. Housing Manager – Steve Rucker stated that the Chief Building Official (Scott Thom) gave an email update to the Board Members stating that the property will be below 50% taking it from the Board's agenda items.

Recalling, Case EN2021-0405 April Riffle appealed the Notice and Order of Demolition of 809 Hancock Street, Sandusky, Ohio 44870 Parcel Number 57-03140.000. Angela Kotsopoulos, Code Compliance Officer testified that April Riffle no longer owns the property. The new owner is Criss Gorby and the demolition process has been started over again. There was a new property lien search done as well as an interior search warrant conducted. The Chief Building Official's interior inspection report showed at least 66% damaged, decayed and deteriorated. This report, a Notice and Order of Demolition letter were sent to Criss Gorby, including the ten-day appeal deadline process pursuant to Section 1341.07(a) of the Codified Ordinances of the City of Sandusky, Ohio on 06/15/2023. It was received and signed on 06/17/2023, giving Criss Gorby until the end of business today (06/27/2023) to file their appeal. At the time of the HAB meeting no written appeal had been received and the demolition would be going forward. There's nothing further pending for the Housing Appeals Board on this matter.

Recalling, Case No. EN2023-0491 William Joseph Irvin – Update on repairs at 1402 Clinton Street, Sandusky, Ohio 44870 Parcel Number 58-01319.000. Ron Snyder stated that Mr. Irvin completed the last two remaining tasks, and the case was closed today. The Board waived the fee previously. Mr. Irvin thanked the Board.

6. **New Business**

Case No. EN2022-1626 Zloro Johnson is appealing the 1st Administrative Penalty Amount of \$100.00 for 1503 Harrison Street, Sandusky, Ohio 44870 Parcel Number 58-01558.000. Code Compliance Officer Ron Snyder gave testimony that he responded to a citizen complaint on 08/31/2022, and discovered the following exterior violations of the Environmental Health Housing Code: **Violation(s): Condition 1341.13 (A)(3)** Every window, door and basement

hatchway shall be reasonably weathertight, watertight, and rodent proof, shall be capable of affording privacy and security, and shall be kept in sound working condition and good repair.

Windows on the south side of the residence are showing evidence of water damage (wood framing rotting/deteriorating)

Roof Condition 1341.13(a)(1) Every roof shall be reasonably weather-tight, watertight, and rodent-proof and shall be kept in sound working condition and good repair.

- The roof on attached carport (west side) is falling in – dilapidated/deteriorated.

Downspout Installation 1341.13(a)(2) All downspouts shall be properly installed in an approved manner.

- The residence does not have any downspouts.
- Downspouts missing from attached carport.

Gutter Installation 1341.13(a)(2) All gutters shall be properly installed in an approved manner.

- Gutters are missing from the east and west sides of the residence.

Gutter Condition 1341.13(a)(2) All gutters shall be kept in sound working condition and good repair.

- Gutter on attached carport (west side) is sagging is pulled away from the fascia.

Exterior Surface Maintenance 1341.13(a)(4) All exterior surfaces of buildings on a premises shall be clean and maintained in good repair to provide sufficient covering and protection of the structural surface underneath against deterioration, with paint, stucco, aluminum, vinyl siding or other approved exterior grade waterproofing materials.

- Vinyl siding on the west side of attached of carport has pulled away the side of the carport.
- Vinyl siding on the northwest corner of the residence is separating from the j-channel.
- Fascia areas on the residence and carport have flaking & cracking paint.

A Notice and Order of Violation(s) letter was sent to said property owner on 9/01/2022 via U.S. *Certificate of Mail and Certificate Mail*. Mr. Johnson came into the office to discuss his property with me on 9/7/2022. At that time Mr. Johnson was very understanding that his issues needed to be addressed, stated that he was financially unstable and handed me paperwork from Great Lakes Community Action Program Partnership (“CAC” and or “CHIP”). Mr. Johnson said he is applying and went to the local office to request assistance with this issue and inquired about filing an application a year or so ago, for the same issue (assistance with funding to address the carport). Apparently, CAC had no record of this application and Mr. Johnson claimed he was told some of the previous paperwork was never filed due to COVID shortages. Mr. Johnson said he was told that due to this, his application may be able to be expedited, upon his filing. He now must wait for the application to be sent to him, so the process can be started. The process was delayed, I was more than willing to work with him on timelines for this project (granted extension on 10/04/2022). Also, to contact me as soon as he hears back from the Great Lakes Community Action Program.

On 11/04/2022, an inspection was conducted, as scheduled, and it was found that no work has been done on this project. I reached out to Mr. Johnson via text, asking the status on his property. Mr. Johnson responded advising that he had gotten paperwork from the CAC program and said that he had qualified on 11/15/2022. It was explained to him that if I was going to be giving extensions, I would like to have something tangible quotes, estimates, etc. to place in the file to show the reasoning for the extension. Also, that long time delays usually result in penalties being administered. On 11/15/2022, I got no response back until the text indicated “Yes I finally got that paper saying I was qualified I’ll bring it down there to the City Building tomorrow so you can look at it.” On 11/28/2022, Mr. Johnson had not brought anything to me or responded to any of my text messages. I sent an additional text message to him, advising him that I needed this information to substantiate that he is in fact seeking assistance to reach compliance or I would have no other course than to penalize him. On 11/28/2022, he apologized and advised he would be bringing documentation into the office today. 11/29/2022, Mr. Johnson brought in said documents from CHIP dated 11/7/2022. It advised him of his eligibility. On 12/08/2022, a courtesy letter was sent extending the timeline based on the, as well as the winter like weather. The next inspection was on 04/13/2023, and upon conducting that inspection there was no work done. A text message was sent to Mr. Johnson, and he responded that he had completed additional paperwork and it was over 6 months that he had to refile for assistance but would not lose his placement for help. On same day, I contacted CHIP and left a message for the CHIP supervisor to contact me. To date, I have yet received a return call from them. On 04/14/2023 Mr.

Johnson's timeline was extended until 05/18/2023. A courtesy letter was sent to Mr. Johnson. On 05/18/2023, an inspection was conducted and again, nothing was done to address any of the documented issues and because of inspection, \$100 First Administrative penalty was assessed to the property owner on 05/30/2023. On 06/01/2023 Mr. Johnson filed an appeal to the administrative penalty. There were discussions regarding CHIP may not have been in contact with the Code Compliance Officer due to confidentiality concerns. Ron also felt that Mr. Johnson could have taken care of some of the violations while waiting for a response from CHIP. Not until after receiving the \$100 penalty did Mr. Johnson started removing and/or correcting the issues to the affected areas.

Ms. Gamblin Asked Mr. Johnson if he had any other backup plans for help to make the necessary repairs if CHIP falls through. **Zloro Harrison resides at 1503 Harrison Street.** Mr. Johnson stated that CHIP told him that he was approved before the pandemic. They told him to sign up again to stay in the program and he completed and turned in the paperwork. He called them twice a week and was told that his paperwork was being processed and they'd get back with him. Mr. Johnson provided an eligibility letter from CHIP approving his application dated November 7, 2022. He has called them over twenty times without a return phone call. He was told by CHIP that a contractor would be in touch with him with regards to his roof. On or after 06/01/2023, he and his cousin started tearing things down, removed rotten things and putting up (4 x 4). He feels that he can have the carport completed by the end of July. **Discussions** regarding how much money programs are granted yearly, waiting periods, Mr. Johnson being more proactive in making repairs, asking more questions, and starting to make improvements himself. Mr. Johnson was anticipating 100% grant money from CHIP to make repairs to his roof, gutters, downspouts, siding and new windows. He previously received help from CHIP with a furnace and the process started in the winter and repairs were done in 3 months. Mr. Johnson told Code on 09/07/2022 that his finances were limited. Ron Snyder felt that the carport was the least of his concerns and that the primary issues would be the windows on the South side and if there's interior water damage and that the foundation would eventually start to deteriorate. He stated that he would work with Mr. Johnson on timelines. Mr. Johnson stated that when he gets his July check that he will be buying more 2 X 4s and facial plating for the carport and the next month he would purchase gutters to install. The Board suggested that he start working on the house and once those repairs were made then go back to the carport issues. Mr. Johnson receives Social Security and was told by his bank that he would be able to take a home improvement loan out on his home. His taxes are current. He would be applying for the City's Beautification program next year to help with repairs. The City did a new plan holding back \$50,000.00 for homeowners who have housing violations. The last report from Debi Eversole showed the City had \$35,000.00 of the \$50,000.00 remaining as of two or three months ago. An update will be given at the next meeting, if there are any remaining funds in the account.

Ms. Johnson made a motion to deny the appeal and there was no second. **Mr. Gundelsberger** made a motion to temporarily grant the appeal. **Ms. Gamblin** second the motion stipulating that Mr. Johnson provide a letter, email and/or documentation from CHIP within 60 days or August 29th to the Board. All voting members voted. There was a 4:1. The motion passed.

7. Adjournment

A motion moved to adjourn the meeting by Mr. Gundelsberger and seconded by Mr. Sharrah. All members approved of the motion, and the meeting ended at 4:49 PM.

Next meeting July 25, 2023

APPROVED:

Treka D. Parker, Clerk

Dana Gamblin, Chairperson