

## MINUTES OF HOUSING APPEALS AND MEDIATION BOARD

**DATE:** September 19, 2023  
**TIME:** 4:30 p.m.  
**PLACE:** City Council Chambers, Second Floor, Historic Federal Building

The meeting was called to order at 4:30 p.m.

Board Members Present:	Gil Spence Jeff Lenhart	Mary Gotz	Lynn Sutton
Staff Present:	Ben Pothoff Jason Lehman	Tami Ernster	Randy Rosa
Public Present:	Mike Vaassen		

### Adoption of Agenda

Gil Spence moved to adopt the agenda. Mary Gotz. Motion passed 4-0.

### Approval of Minutes for December 20, 2022

Mary Gotz moved to approve the minutes. Jeff Lenhart seconded. Motion passed 4-0.

### Action Items

#### **CASE H-9-19-1 PENALTY FEE REVIEW**

**Applicant:** Michael/Anne Vaassen  
**Location:** 714 W Locust St  
**Appeal:** Appeal of trash cleanup assessment

Deputy Code Official Ben Pothoff, presented the staff report. Mike Vaassen presented his appeal. Board members discussed the issue and determined that due to the advice of Mr. Vaassen's legal counsel, Mr. Vaassen had no recourse but to not clean up the trash issue. Following that discussion, the Board unanimously agreed 4-0 that the code official correctly interpreted the code provisions cited in the Notice of Violation. The Board voted 2-2 that the code provisions cited in the Notice of Violation fully applied to the property, with Mary Gotz and Lynn Sutton voting no. The Board unanimously agreed 4-0 that the conditions referenced in the Notice of Violation constitute a violation of the code provisions. As the Board did not agree on the provisions fully applying to the property, the Board found that the fees should be waived or refunded. Gil Spence moved to waive all three fees. Mary Gotz seconded. Motioned passed 3-1 with Jeff Lenhart voting no.

### Public Input

There was no public input.

### Items from the Board

There were no items from the Board.

### Items from Staff

There were no items from Staff.

### Adjournment

Jeff Lenhart moved to adjourn the meeting. Mary Gotz seconded. Motion passed 4-0. The meeting was adjourned at 5:05 pm.

Minutes prepared by:



Tami Ernster  
Permit Clerk

Respectfully submitted:



Ben Pothoff  
Deputy Code Official