

Wayne County Regional Land Bank, Corp.  
February 19<sup>th</sup>, 2019  
Annual Meeting  
11:00 a.m.

Board Members Present: Steve Groat, Karen Ambroz, Chuck Verkey, Brian Pincelli, Sandy Pagano, Amber Roberts, Ken Miller, Steve LeRoy

Excused: Laurie Crane

Absent: La'retta Castro

1/10/19 Minutes:

Mrs. Pagano noted that she was not listed as present in the January 10<sup>th</sup> minutes. Mr. Pincelli moved to accept the minutes as amended. Ms. Roberts second. Mr. Miller abstained, he was not present for the January 10<sup>th</sup> meeting. Passed.

2/19/19 Agenda:

Mr. Verkey motioned to accept the agenda as presented. Mrs. Pagano second. Passed.

Election of Officers:

Mr. Groat motioned to appoint Mrs. Ambroz for Board Chair. Seconded by Mr. Miller. Passed

Mr. Miller motioned to appoint Mrs. Pagano for Vice Chair. Seconded by Mr. Verkey. Passed.

Mr. Pincelli motioned to appoint Ms. Roberts for Treasurer. Seconded by Mr. Verkey. Passed.

Mrs. Ambroz motioned to appoint Ms. Loveless as Secretary. Seconded by Mrs. Pagano. Passed.

Treasurer Report:

- An invoice for \$2,000.00 was received from the NYS Land Bank Association for annual dues. It was previously agreed this would be paid.
- As of January 31<sup>st</sup>, the account balance was \$502,311.24.
- Two legal notices for the Sun and Record and Times of Wayne County were paid.
- No petty cash report was received from the director.
- It was noted that the director overspent the approved \$500 amount. A laptop bag was purchased costing approximately \$70.00. It was agreed that the bag would not be returned but the director would reimburse the Land Bank for the cost of the bag.

Mr. Pincelli motioned to accept the Treasurer's Report as presented. Seconded by Mrs. Ambroz. Passed.

Official Newspaper:

Mr. Verkey motioned to use the Times of Wayne County as the Land Bank's official newspaper. Seconded by Mrs. Ambroz. Passed.

6112 Spring Green Road, Wolcott Property:

- 2015, 2016 and 2018 property taxes have been paid in full by the LB. 2017 property taxes were paid by the previous owner.
- 2019 T/C taxes still owed on this property is \$2,355.18 which includes a school relevy in the amount of \$1,368.40. It was agreed the LB would pay the entire 2019 T/C bill and request a refund for the T/C portion due to being tax exempt.
- Fire and Liability Insurance have been purchased for this property by the Land Bank.
- Mrs. Ambroz noted that there will be attorney fees associated with the process of the quitclaim deed.
- Ms. Roberts stressed the need for a possession agreement between the Land Bank and the former owner of the property, being the former owner is current a tenant of the LB.
- The former owner is responsible for the school tax relevy of \$1368.40 which is included in the "buy back" amount.
- Mr. Verkey inquired about the attorney's flat rates. Ms. Roberts stated there are several attorneys within the county that complete real estate transfers based on a flat rate fee. Mrs. Ambroz will contact Jon Morrell.
- The Board agreed that \$8,000.00 should cover all costs incurred by the LB from purchase to sale of this property.
- Mr. Pincelli motioned to authorize the chairman of the board to contact the attorney to develop a purchase offer to facilitate a transfer of property between the land bank and the previous owner for the property located at 6112 Spring Green Road, Wolcott, NY. The "buy back" amount is \$8,000.00. Closing shall take place within 60 days from the date of notification. A response agreeing to the purchase offer shall take place within 14 days from the date of notification. Ms. Roberts seconded. Passed.

Transfer of CDBG Funds:

Wayne County Resolution 109-19 authorized the transfer of \$747,712 in CDBG Funds to the Land Bank. The direction of funds are as follows:

- \$523,000 Commercial Demolition
- \$49,180 Below Grade Demolition
- \$40,000 Residential Demolition
- \$135,532 Administration and Delivery

Mrs. Ambroz made a motion to accept the funds, seconded by Mr. Groat. Passed.

Enterprise Community Partners/Attorney General's Office Funding:

Mr. Pincelli motioned to create a budget for the Enterprise Community Partners funding. Mr. Miller second. Passed.

Schedule of Demolitions:

Bid specs need to be revised. Mr. Pincelli will review and revise for the next meeting.

Website Development:

Three bids were received in the range of \$2,400 – \$18,000. Bids will be reviewed and revisited at the next meeting.

Upcoming Meeting Schedule:

1<sup>st</sup> and 3<sup>rd</sup> Thursdays, 1:00 p.m.

Meeting dates will be advertised in the legal newspaper of the LB.

Other Business:

- It was noted that Jon Morrell should be in attendance at all Land Bank meetings. Mrs. Ambroz will contact Jon.
- Commercial General Liability insurance was purchased for Sodus, Palmyra and Lyons properties.
- John Murray will be asked to attend the March 7<sup>th</sup> meeting to go over insurance coverage. Mrs. Ambroz will contact John.

Mr. Pincelli made a motion to enter Executive Session for personnel discussion. Mr. Verkey seconded. Passed.

The BOD entered executive session at 12:30

The BOD entered back into regular session at 12:55

Mrs. Pagano made a motion to adjourn; seconded by Mr. Groat. Passed. The meeting adjourned at 12:55 p.m.

The next meeting of the Wayne County Regional Land Bank, Corp. is scheduled **for March 7<sup>th</sup>, 2019 at 1:00 p.m.**, 9 Pearl St. 2<sup>nd</sup> Floor Conference Room.

Respectfully submitted,

Kelley Loveless