

Land Bank
July 18th, 2019
1:00 p.m.

Board Members Present: Steve Groat, Sandy Pagano, Laurie Crane, Karen Ambroz, Chuck Verkey, Ken Miller and Brian Pincelli

Also in Attendance: Mark Humbert

6/20/19 Minutes:

Mr. Groat motioned to approve the June 20th, 2019 minutes as presented, seconded by Mr. Miller. Passed.

7/18/19 Agenda:

Ms. Roberts motioned to approve the July 18th, 2019 agenda as presented, seconded by Mr. Verkey. Passed.

Treasurer's Report

\$484,512.65 balance, not counting CDBG money which is still in the process of being transferred. A refund for insurance was also deposited. No invoices were received for payables.

Director's Report:

- Mr. Humbert continues to work with Enterprise to push the contract process through.
- The RFQ for CDBG Administrator is due July 30th.
- Property transfers from the county were completed last week and these parcels have been added to the insurance policy.
- An individual continues to live at a Rose property that was acquired from the 2019 auction. He is not the owner but related to the owner. The individual has been informed of the title change of the property. Mr. Verkey made a motion for the Director to contact the Land Bank attorney John Morrell to begin the eviction process at the Rose location. Seconded by Ms. Roberts. Everyone was in favor and the motion was passed unanimously.
- Mr. Humbert has received an application for property but no action has been taken as of yet due to issues with website postings. It was noted that any applications received the Monday before board will be considered at the upcoming meeting.
- Mr. Humbert inquired about demolition determination. Some board members agreed to do site visits for review in person. Mr. Verkey suggested Mr. Humbert take comprehensive photos of each property for review at the meetings.
- A bid summary was distributed regarding mowing, general maintenance, clean out and contents removal and demolition. Mr. Miller suggested to keep all three bidders for mowing services: Wayne ARC, Dave Burnham and Todd Pieters. Mr. Miller motioned to authorize the chairman of the board to enter into contract for property mowing services. Seconded by Karen Ambroz. All were in favor and the motion was passed unanimously.

Mr. Verkey motioned to enter into executive session at 1:50 p.m. to discuss litigation seconded by Mr. Miller.

Regular session resumed at 2:03 p.m.

Mr. Verkey motioned to reject all bids for property maintenance seconded by Ms. Roberts. It was noted that the board is authorized to use discretionary spending up to \$3000.00 for general maintenance, clean out and contents removal and demolition. All were in favor and the motion was passed unanimously.

Mr. Miller motioned to rebid demolition services for aggregate amount, seconded by Mrs. Ambroz. Passed.

Financial Audit:

Ms. Roberts motioned to accept the financial audit as presented, seconded by Mr. Groat. Passed.

Land Donation:

A Village of Clyde property was discussed as a possible land donation. Mr. Humbert will research the issue. A land donation procedure will need to be established.

Bookkeeping:

It was noted that a part time person may need to be hired in the future.

Committee Reports:

No committee reports were received.

Letterhead Logo:

Mrs. Ambroz distributed a new logo for review. Other format suggestions will be brought forth for further review.

Mr. Verkey motioned to adjourn at 2:55 p.m. seconded by Mr. Miller.

The next meeting of the Wayne County Regional Land Bank, Corp is scheduled for August 1st, at 1 p.m. at the 9 Pearl St. 2nd Floor Conference Room location.

Respectfully submitted,

Kelley Loveless