

Land Bank
September 19th, 2019
1:00 p.m.

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

Also in Attendance: Mark Humbert, Allison Kirsch

Excused: Laurie Crane

8/15/19 Minutes:

Ms. Roberts motioned to approve the 8/15/19 minutes as written, seconded by Mr. Miller. Passed.

9/19/19 Agenda:

Mr. Groat motioned to approve the 9/19/19 agenda as presented, seconded by Mr. Verkey. Passed.

Disposition Policy:

Ms. Roberts motioned to remove the reference to Operations Director from the Disposition Policy, seconded by Mr. Miller. Passed.

Whistleblower Policy:

Mr. Pincelli motioned to remove the IDA language from the Whistleblower Policy, seconded by Mrs. Pagano. Passed.

2020 County Appropriation:

- Mr. Humbert will present to the county finance committee on September 20th in regards to the 2020 appropriation.

QuickBooks:

Mrs. Pagano motioned to amend the QuickBooks resolution not to exceed \$500.00, seconded by Mr. Verkey. After roll call, everyone was in favor and the motion was passed unanimously.

Website:

- A policy page is being added to the site
- the new logo has not been updated because of the size and shape of the logo
- All director's reports will be posted through a Report tab

Ms. Roberts motioned to enter into Executive Session at 1:35 p.m. to discuss potential litigation, seconded by Mr. Verkey. Passed.

Ms. Roberts motioned to enter into Regular Session at 1:55 p.m., seconded by Mr. Miller. Passed.

Roof Bids:

Mr. Miller motioned to authorize the Executive Director to receive three bids on roof repairs at the Geneva St., Lyons location, not to exceed \$7500.00., seconded by Mrs. Pagano. After roll call everyone was in favor and the motion was passed unanimously.

Purchase Offers:

- 9643 Rt. 31W, Galen:
Mrs. Pagano motioned to accept the purchase offer of \$5000.00, and the following stipulations to be completed prior to occupancy:
 - ❖ Repair roof leak on trailer
 - ❖ Paint porch on front of trailer
 - ❖ Replace floor on front porch
 - ❖ Remove and dispose of house contents

- ❖ Have septic checked and tested by septic installer approved by Land Bank or by the Town of Galen Code Enforcement Officer
- ❖ Make all necessary repairs to the septic system
- ❖ Make well pump operational
- ❖ Have heat system checked by a furnace installer approved by the Land Bank
- ❖ Comply with any and all Town of Galen building and occupancy codes

To be completed by June 1, 2020:

- ❖ Clean out contents of garage
- ❖ Paint or side the garage
- ❖ Install a new overhead door on front of garage
- ❖ Repair or replace pass door on front of garage

Mr. Miller second. After roll call the motion was passed with the exception of Ms. Roberts' Nay.

- 614 Frey Rd., Macedon:

The Board agreed that the purchase offer was too low and would like to negotiate for a higher price. They also agreed to proceed with demolition at this location.

- 8195 & 8211 Limekiln Rd., Sodus:

Mr. Miller motioned to accept the purchase offer of \$5000.00, and the following stipulations for the 8195 Limekiln Road property to be completed prior to occupancy:

- ❖ Repair shingles on roof with shingles to match existing roof
- ❖ Repair or replace any broken windows and doors
- ❖ Remove and dispose of contents
- ❖ Have septic checked and tested by septic installer approved by Land Bank or by the Town of Sodus Code Enforcement Officer
- ❖ Make all necessary repairs to the septic system
- ❖ Make well pump operational
- ❖ Install new furnace and appropriate heating system components
- ❖ Comply with any and all Town of Sodus building and occupancy codes

To be completed by July 1, 2020:

- ❖ Paint or side the entire exterior of the house
- ❖ Repair all fascia and soffit
- ❖ Clean up the entire parcel and properly remove and dispose of any debris

The following stipulations will be completed to the 8211 Limekiln Road property by May 1, 2020:

- ❖ Obtain demolition permit from Town of Sodus, if necessary
- ❖ Remove house and contents. House to be dismantled and all debris appropriately disposed of according to Town of Sodus Demolition Code
- ❖ Remove out-building and contents. Out-building and contents to be dismantled and all debris appropriately disposed of according to Town of Sodus Demolition Code
- ❖ Remove and appropriately dispose of any debris on the parcel
- ❖ Clean up entire lot and return to field-like condition

Mr. Verkey second. After roll call everyone was in favor and the motion was passed unanimously.

- Hogback Road, Savannah:

Ms. Roberts motioned to accept the purchase offer of \$3,000.00, and the following stipulations to be completed by January 1, 2020:

- ❖ Obtain demolition permit from Town of Savannah, if necessary
- ❖ Remove trailer and contents. Trailer to be dismantled and all debris appropriately disposed of according to Town Of Savannah Demolition Code
- ❖ Remove shed and contents. Shed and contents to be dismantled and all debris appropriately disposed of according to Town Of Savannah Demolition Code
- ❖ Return site to yard-like condition

Mrs. Pagano second. After roll call all were in favor and the motion was passed unanimously.

- Larkin Road, Wolcott:
Mr. Miller motioned to accept the purchase offer of \$5,000.00, with the following stipulations to be completed by January 1, 2020:
 - ❖ Obtain demolition permit from Town of Wolcott, if necessary
 - ❖ Remove house and contents. House to be dismantled and all debris appropriately disposed of according to Town of Wolcott Demolition Code
 - ❖ Remove out-building and contents. Out-building and contents to be dismantled and all debris appropriately disposed of according to Town of Wolcott Demolition Code
 - ❖ Remove and appropriately dispose of any debris on the parcel
 - ❖ Clean up entire lot and return to yard-like condition
- Mr. Pincelli second. After roll call all were in favor and the motion was passed unanimously.

Elmer St., Lyons:

The Town of Lyons condemned this commercial building due to health and safety concerns. LiRo will be conducting an environmental study as the next step to rendering issues at this location. Mr. Humbert hopes that work will be able to start in March, 2020.

Treasurer's Report:

- The balance for August was \$747,722.00.
- CDBG Checking Account, it was noted that the address associated with this account will be 26 Church St., Lyons until further notice.
- Invoices from Staples were reviewed, not all purchases have been received.
- Vouchers were received in the description of mowing, accounting, business management, attorney fees and insurance.

Mr. Miller motioned to approve the vouchers totaling \$11,743.38 for payment, seconded by Ms. Roberts. After roll call all were in favor and the motion was passed unanimously.

Ms. Roberts motioned to accept the Treasurer's Report, seconded by Mr. Verkey. Passed.

2020 Board Members:

This issue was tabled until the next meeting of the Board.

Committee Reports:

No committee reports were received.

Mrs. Ambroz motioned to enter into Executive Session at 2:19 p.m. for personnel reasons, seconded by Mr. Verkey. Passed.

Mr. Pincelli motioned to resume Regular Session at 2:49 p.m., seconded by Ms. Roberts. Passed.

Mr. Pincelli motioned to adjourn at 2:50 p.m., seconded by Ms. Roberts.

The next meeting of the Wayne County Regional Land Bank, Corp is scheduled for October 17th, 2019 at 1 p.m. at the 9 Pearl St. 2nd Floor Conference Room location.

Respectfully submitted,

Kelley Loveless