

Land Bank  
December 19<sup>th</sup>, 2019  
1:00 p.m.

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

Excused: Sandy Pagano, Mark Humbert

11/21/19 Minutes:

M. Pincelli motioned to approve the 11/21/19 minutes as presented, seconded by Mr. Miller. Passed.

12/19/19 Agenda:

Ms. Roberts motioned to approve the agenda as presented, seconded by Mrs. Crane. Passed.

Treasurer's Report:

- Account balance as of 12/19/19: \$804,641.49
- Mr. Miller motioned to authorize payment of vouchers submitted for 12/19/19 in the total amount of \$16,729.21, seconded by Mr. Verkey. All were in favor and the motion was passed unanimously.

**DIRECTOR'S REPORT**

- Enterprise: Mrs. Crane motioned to authorize the Executive Director to sign necessary task orders and approve bid documents prepared by LiRo in order to proceed with the asbestos survey, demolition plans, bid preparation and bid advertisement. Seconded by Ms. Roberts. After roll call all were in favor and the motion was passed unanimously. A formal resolution will be drafted by the secretary.
- CDBG Grant Funding: Mr. Pincelli motioned to authorize LiRo to conduct the asbestos survey at 42 Elmer St. and 48 Broad St., contingent upon approval of code enforcement. Seconded by Mrs. Crane. After roll call, all were in favor and the motion was passed unanimously. A formal resolution will be drafted by the secretary.
- Use of Land Bank Properties for Fire and Rescue Training: Mr. Verkey asked for DEC to be contacted. It was also noted that the Wayne County Fire Advisory Board be contacted as well as the Rick Bond, Fire Coordinator for more information.
- PARIS: Mr. Pincelli motioned to authorize the Executive Director to enter the 2020 proposed budget into PARIS and Chairman to certify the budget. Seconded by Mr. Miller. After roll call, all were in favor and the motion was passed unanimously.
- Property Sales: 3 of 5 properties have closed, 2 pending.
- Geneva St.: The roof has been replaced and the job is complete.
- 2020 Board Members: Three board seats will need to be filled. It was noted that board member appointments should be revised for staggered terms.

Committee Reports:

No committee reports were received.

Bookkeeper:

The issue of bookkeeper/office assistance will be added to the agenda for a later meeting.

Mrs. Ambroz motioned to adjourn at 2:15 p.m. seconded by Mr. Verkey.

A workshop meeting of the Wayne County Regional Land Bank, Corp is scheduled for January 9 at 1 p.m. at the 9 Pearl St. 2<sup>nd</sup> Floor Conference Room location.

Respectfully submitted,

Kelley Loveless