

Wayne County Regional Land Bank
16 William St, Lyons, NY
January 20, 2021 1:00 p.m.

Present: Steve Groat (Chair), Roger Gallant (Vice Chair), Karen Ambroz (Treasurer), John Denniston, Phil Eygnor, Joyce Moyer, Bob Ohmann, Brian Pincelli, Richard VanLaeken, and Mark Humbert

Others Present: Ken Miller

Approval of 1-20-22 Agenda

Mrs. Moyer motioned to approve the 1-20-22 agenda as presented. Seconded by Mr. Eygnor. Passed.

2022 Reorganization Meeting

Re-appointment of Members

Mr. Gallant moved to re-appoint Karen Ambroz, Phil Eygnor and Joyce Moyer to the WCRLB Board of Directors for Terms of 3 years. Seconded by Mr. Groat. Passed

Appointment of New Members

Mr. Denniston moved to appoint Fenton "Bob" Ohmann and Richard VanLaeken to the WCRLB Board of Directors to fill open 1 year terms. Seconded by Mrs. Ambroz. Passed.

Election of Officers

Mr. Eygnor moved to re-elect the 2021 slate of Officers to serve as Officers of the WCRLB for 2022 and make the following Committee Appointments:

- Chairman – Steve Groat
- Vice Chairman – Roger Gallant
- Treasurer – Karen Ambroz.
- Finance Committee
 - o Mrs. Ambroz, Treasurer
 - o Mr. Groat, Chairman
 - o Mrs. Moyer
- Governance Committee
 - o Mr. Pincelli
 - o Mr. Eygnor
 - o Mr. VanLaeken
- Real Estate Committee
 - o Mr. Denniston
 - o Mr. Gallant, Vice Chairman
 - o Mr. Ohmann

Seconded by Mr. Denniston. Passed.

Authorize Check Signers

Mrs. Moyer moved to authorize Mr. Groat and Mrs. Ambroz as check signers for the WCRLB. Seconded by Mr. Gallant. Passed

Confirm WCRLB Meeting Time, Policies and service providers

Mrs. Ambroz moved the following items for approval:

- Confirm the WCLRB Board of Directors meeting date and time as the third Thursday of each month at 1pm unless otherwise determined by the Board and advertised.
- Confirm WCLRB policies.
- Continue using the Times of Wayne County as the WCLRB official paper for advertisements and bids due to high level of County circulation.
- Continue using Lyons National Bank for banking services.
- Continue using John Morell, of Converse and Morell, for WCRLB legal services.
- Continue using Allied Financial Partners, for WCRLB independent audit and tax preparation services.
- Continue using Business Management Services, for WCRLB payroll services.
- Continue using LiRo Engineering Group, for WCRLB engineering and demolition design and management services.
- Continue using LaBella Associates, for WCRLB CDBG Administration services.
- Continue using ARC Wayne and Dave Burnham for mowing and snow removal services.
- Continue using Stantec, as a participating partner with Wayne County EPA/Brownfield grant funding, for WCRLB projects that use such funding, for the purpose of environmental testing, analysis, review, interpretation, engineering, design, consulting, bidding, and other management services.

Seconded by Mr. Pincelli. Passed.

Returned to Regular Meeting

Approval of 12-16-21 Minutes

Mr. Eygnor motioned to approve the 12-16-21 minutes as presented. Seconded by Mr. Ohmann. Passed.

Treasurer's Report

Mrs. Ambroz reported that as of December 31, 2021, the balance in the regular checking account was \$516,384.37 with invoices totaling \$1894.31 to be paid. The CDBG checking account balance was \$319,825.53 with invoices totaling \$32,549.60 to be paid.

Mr. Denniston motioned to approve the Treasurer's Report. Seconded by Mr. Eygnor. Passed.

Payment of Bills

Mrs. Ambroz presented the bills to be paid for the month. Mrs. Moyer motioned to pay the invoices as presented for payment. Seconded by Mr. Eygnor. Passed
Passed.

Property Sales

No new offers were presented or considered.

Several previously approved sales are in various stages of transfer.

IRS 2019 Issue

Mr. Humbert reported that the issue related to the 2019 Federal Tax filing situation has been resolved. The IRS acknowledged that the WCRLB had filed its 2019 taxes in a timely manner. They have waived the penalties they had assessed for late filing.

In a separate issue, they refunded taxes the WCRLB had overpaid in 2021.

DEC/Brownfield

Mr. Humbert is working with Stantec, the County's EPA/Brownfield consultant, and DEC on several properties. We are waiting for EPA approval on several projects.

DEC completed the drilling of additional test wells at 1070 R 31, Macedon. Results should be available any day. The potential buyer is aware of the situation and is in contact with Mr. Humbert, DEC and Stantec related to the status of the testing project.

We are waiting for EPA approval for the use of Brownfield grant funds to complete the environmental remediation of:

- 5 West Main St, Sodus
- Margaretta Road, Sodus Point
- 11371, Wolcott (Huron)

We will be using remaining CDBG funding to complete necessary remediation of Elmer St property to the level of residential and public park development. Stantec will also complete re-development plans to give potential developers ideas for redevelopment of Elmer St. These remaining funds will likely need to be at least encumbered, if not paid out by March 31, 2022.

Mr. Ohmann motioned to authorize the Executive Director to execute a contract with Stantec to complete bid specifications and manage the bid process for the remediation of the WCRLB property on Elmer Street, Lyons, and to develop a redevelopment plan for the potential development of the Elmer Street property. Authorization to execute contract subject to attorney and LaBella Associates (CDBG Consultant) approval. Seconded by Mr. Eygnor. Passed.

Donated Properties

There was no update on the Main Street, Village of Palmyra property.

The owners of the Tellier Road, Town of Palmyra, property are still very interested in donating the property to the Land Bank.

The 42 Canal St property is part of an estate being settled. Mr. Humbert has discussed the transfer with the Executor of the estate and the plan is still to donate the property to the Land Bank.

Mr. Morell has begun the work to accept the donation of 1216 North Main Street as a donation. Stantec is completing the Phase 1 Environmental review prior to taking possession.

The Board continued discussion about developing policies related to the donation of properties and expectations of partnering communities. This discussion will be discussed further by subcommittee.

Canal Street Project

Mr. Humbert reported that we are still waiting for EPA approval to use Brownfield grant funds to evaluate all of the buildings on Canal St for environmental concerns.

Development of the properties will be postponed until after those evaluations are approved and completed. Having these evaluations completed will allow Stantec, the County and the Land Bank to include the remediation costs in an anticipated Brownfield Grant application to be submitted in spring, 2022.

Demolition Update

Mr. Humbert reported that we received 3 bids for demolition of 6 properties.

Mrs. Ambroz motioned to accept the bid of the lowest responsible bidder, Bronze Construction, as determined by bid solicitation and review by LiRo Engineers, for \$122,000, for the demolition of 6 properties. Seconded by Mr. Eygnor. Passed.

Staffing

This topic will be discussed at the February, 2022 WCRLB meeting.

Adjournment

Mrs. Ambroz motioned to adjourn at 3pm. Mr. Eygnor seconded. The next meeting of the Wayne County Regional Land Bank is scheduled for Thursday, February 17, 2022.

Respectfully submitted,
Mark Humbert