

SANDUSKY COUNTY LAND REUTILIZATION CORPORATION
MINUTES
BOARD OF DIRECTORS
REGULAR MEETING

Land Bank Office is closed to the public until further notice. Please call to make appointment with the Land Bank Coordinator - 419-334-6252.

COVID-19 Restriction

This in-person meeting will be for Board Members only and will be closed to the public.

The public may join by teleconference.

To join session please call **419-333-6900** and use **Room 86100**.

Please sign in by announcing your name when joining the call.

LOCATION: March Land Bank monthly board meeting will be held at Sandusky County Land Bank office 2511 Countryside Drive, Suite C, Fremont, Ohio.

DAY/TIME: Thursday, March 4, 2021 at 1:00 p.m.

PURPOSE: Regular meeting to consider the following business:

Kim Foreman, Scott Miller, Charles Schwochow, John Havens, Bob Gross, Tim Freeman - Present

Paul Fiser – present by teleconference.

Colleen Carmack, Chris Grover, Beth Tischler, Erica Williams – guests by teleconference

Roger Hafford, Jaime Hafford – guests present

1. Call to order by: Kimberley Foreman, Chairman
2. Roll Call or sign in sheet – Roll call was completed.
3. Approval of Minutes of Thursday, February 4, 2021 Regular Meeting. Kaitlin Klucas spelling of her name. John Havens moved to approve the minutes. Bob Gross second the motion. Motion carried.
4. Budget February 28, 2021 balance: Old Fort Checking Acct. \$
 - a. Financials were sent to the Board Members via email for February 2021. Charlie Schwochow moved to approve the financial report. Scott Miller seconded the motion. Motion carried.
5. Old Business
 - a. Status of the 5 properties currently in the foreclosure process. No changes at this time. Brian is meeting with the Prosecutor on the 18th to discuss these parcels. He will discuss the situation with the Land Bank on how to move forward with foreclosures.
 - b. Status on potential collaboration with Habitat for Humanity or GLCAP. Met with Habitat for Humanity. They have done business with land banks before and he is going to work with them on getting contracts together. They are not available for face to face meetings yet but they will contact him when they can.

- c. Status on BOR process – Kimberley Foreman. Everyone received an email from the Prosecutors office regarding BOR process. Research from the Prosecutor states they can move forward with BOR process on foreclosures. They will work with the Board on these parcels if that is the way they want to move forward. There was discussion on the process and that it would expedite the parcels that qualify. It would also help the Prosecutors office to move through other foreclosures quicker. Brian Woods stated there were plenty of parcels that would qualify. The BOR meets on an as needed basis. This would have to be scheduled. The suggestion was made to have Brian meet with the Prosecutor and also invite the Auditor to review the process and how this can move forward when he meets with her on the 18th. The process should go through the Land Bank attorney. There is a specific procedure that needs to be followed with this process.
 - d. Status on new web design. Brian entered into a contract for the new web design. They talked about the preliminary items they want on the web page. Brain reviewed some suggestions on the logo for the web page. John Havens moved to accept example number three. Scott Miller seconded the motion. Motion carried by majority vote.
6. New Business
- a. Brian had questions posed to him regarding 426 East State Street. There were questions on whether that property can be sold or not. Brian has reviewed all the documents from the property and finds nothing that says one way or another. Scott Miller talked about the process he remembered. John Havens mentioned a business plan had to be approved and they had so much time to complete their plan. In the business proposal it does state what they needed to do but not what would happen if it didn't happen. Roger Hafford was asked for a legal opinion on whether or not this can be sold. The main concern is not to have individuals buy property from the land bank at a lower cost and turn around and sell it for more money. Colleen Carmack, County Recorder, suggested in the future they note a first right of refusal on these parcels, or put a restriction on the deed. The suggestion is to make an offer and take the property back in order to have control over what can be done with the property. The legal advice was to submit a letter to the owner regarding the purchase to avoid litigation. The thought is to give his initial cost and some, if any, of his expenses for the purchase price. There was an implied contract. A letter will be presented for approval of the board to send to the property owner.
 - b. Brian received a response back on the purchase agreement on Sandusky Avenue parcel. The Board agreed Brian should decline the offer.
7. Brian Woods, Land Bank Coordinator. Brian had no further business to discuss.
8. Prosecutor's Office. Beth Tischler did mention she did not reach out to Brian to set up a meeting. She waited for his call and then set up a meeting.
9. Kimberley Foreman, Chairman anything else would need addressed to the Board. There are committees that the Board wanted to put together. Kim wanted to get the committees put

together. Suggestion for the demo Board were Scott Miller, Tim Freeman and John Havens. Bob Gross made a motion to accept this suggestion. John Havens seconded the motion. Motion carried.

10. Public Comments – Colleen asked about the Board getting more training. There is a CCAO webinar on Land Bank business. Most were aware and signed up for the webinar.

Kim Foreman made a motion to enter executive session to discuss personnel issues and the employee handbook. Scott Miller seconded the motion and invited acting secretary Theresa Garcia to join the meeting.

At 1:58pm the Board entered executive session to discuss personnel issues. The Board entered regular session at 2:23pm.

The hand book was reviewed and the suggestion was there should be more discussion on a couple of sections. The decision was to put together a personnel review Board. The motion was mad by Charlie Schwochow to have the board consist of Kim, Bob and Tim. Seconded by John.

Next meeting is moved to April 8, 2021.

11. Adjournment by Kim and seconded by John Havens.

Meeting Attestation

I hereby certify that the minutes related to the Board of Directors’ regular meeting of March 4, 2021 set forth above are the minutes approved by the Board of Directors at their meeting of April 8, 2021.

Attested: _____ Dated: _____

Theresa Garcia, Acting Sandusky County Land Reutilization Bank Secretary