

**SANDUSKY COUNTY LAND REUTILIZATION CORPORATION (LRC)
MEETING MINUTES**

LOCATION: Due to the Covid-19 gathering restrictions this meeting was held by teleconference

DAY/TIME: Thursday, July 9, 2020 at 1:00 p.m.

PURPOSE: Regular meeting to consider the following business:

1. **PURPOSE:** Regular meeting to consider the following business:
2. Call to order by: Kimberley Foreman, Chairman
3. Roll Call was completed by Theresa Garcia with the following members present;
Kim Foreman Kay E Reiter
Scott Miller John Haven
Bob Gross Tim Freeman
Paul Fiser - absent
Chris Grover - Coordinator
Theresa Garcia – Secretary
Barb Caudill – New part-time Land Bank Administrative Assistant
Guests – Colleen Carmack
 George Nowsch
 Roger Hafford
 Brian Woods
4. Approval of Minutes of June 4, 2020. Kay E. Reiter made a motion to approve the minutes. Bob Gross seconded the motion. Motion carried.
5. Budget June 4, 2020 balance: Old Fort Checking Acct. \$ 342,818.17. John Havens moved to approve the finances. Tim Freeman seconded the motion. Motion carried.
 - a. Kimberley Foreman passed out financials for June 2020.
6. Old Business
 - a. 106 N. Arch Street update. Chris called a couple surveyors to get prices. He received one phone call back and they opted not to quote. This leaves him with his original quote. Kim Foreman asked what the Board thought about the quote. Kay Reiter noted they don't have much of a choice. Kim suggested possibly calling the County Engineers Offices and asking for a quote. George Nowsch, who owns the building next door does not feel comfortable having the Sandusky County Survey Department doing the survey on property in case there is a conflict of interest. Kim noted a surveyor is bound by law and has a legal obligation to properly conduct a survey. Tim Freeman asked if George was going to assist in the cost of a survey. He stated he was not. John Havens asked George if he was interested in purchasing the property and he is not. John Havens made a motion to move forward with approving the quote from the first survey but not to exceed \$2,000.00. Kay Reiter seconded the motion. Roll call taken, motion carried.

George Nowsch had questions on the demolition. He had talked to Chris Grover a few months back and the question was whether or not they would be able to leave the portion of his building on the parcel. George gave his opinion on how the demolition should take place and asked why the Land Bank Board feels it necessary to demo this portion of the building. He felt the wall was self-supporting and did not need to be torn down. John Havens stated he was not sure if it was structurally sound to hold the roof on his property. George asked if besides the integrity of the wall is there any other reason why this needs to be torn down. Chris Grover noted that since the first discussion regarding the demo the Land Bank has to have a State approved plan if they left any portion of the building standing. This is why the survey has to be done. They have to establish the property line. George would like to have documentation of the survey when it's done.

- b. Jackson Annex 223 Arch St. Bob Gross stated the City of Fremont is moving forward with purchasing the parcel. They are working on Titles and such to finish the process. Once they receive the legal description closing paperwork will be completed.
 - c. Part time office help. Chris Grover introduced Barbara Caudill who is the new part-time Administrative Assistant. She is waiting on her phone and computer and she should have supplies tomorrow. Theresa Garcia will be meeting with Barbara to update her on the secretarial duties.
 - d. Property closings. Closed on the Clyde property last month and closed on the parcel in Hessville July 7 2020.
 - e. Century 21 Real Estate listing contract. Presently there are two parcels left on the contract. Chris suggested to extend the contract for another six months instead of signing on with a new contractor. Scott Miller moved to sign for another six months to finish the two properties. Bob Gross seconded the motion. Roll call was taken and motion carried.
 - f. Accounting firm to do payroll for the Land Bank. Chris had sent out a spread sheet and two proposals he had received. Kay Reiter knows both firms and either would be a great choice. Chris Grover stated Data Service seemed a good choice. Kay Reiter made a motion to contract with Date Service. Scott Miller seconded the motion. Roll call taken, motion carried. Kim Foreman asked if there was a start time set. Chris will call today and get things set up.
7. New Business- Kay Reiter asked about the Land Bank tax status. There was discussion regarding the Land Bank tax filings and if they are a 501 (c)(3) organization. Chris and Kay are going to do research to get more information.
 8. Chris Grover, Land Bank Coordinator. State Auditor is starting the Land Bank audit. Two commercial properties were sold with business plans. The State Street property has a sign advertising for rental space available. Mr. Horn is running behind on his plan. Scott Miller asked if his delay is due to COVID-19 and if we are willing to make an exception. John Havens stated there should be some documentation to validate it was due to COVID-19. Bob Gross suggested he put in writing to the Land Bank his reason for being behind and go from there.

Brian Woods from City of Fremont contacted Chris to see if he could help with a property in Fremont. Chris contacted the owner and asked if he would be willing to sell. The owner was interested and was asking \$3,000.00. The building on the lot would have to be torn down. The house next door is going up for auction and has a tax lien and if/when that is sold the new owner could be interested in purchasing lot from the Land Bank. The Board will take a look at it and will discuss at the next meeting. John Havens made a motion to move forward. Tim Freeman seconded the motion. Roll call taken, motion carried.

9. Kaitlin Klucas, Asst. Prosecuting Attorney - absent

10. Public Comments. None. (see George Nowsch comments on Arch Street property)

Next meeting: Date: August 6, 2020 Time: 1:00 place: same

Adjournment: Motion: Scott Miller Second: Kim Foreman Motion carried.

Paul Fisher
John A.
[Signature]
[Signature]
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Attest: _____

Theresa Garcia, Secretary