

SANDUSKY COUNTY LAND REUTILIZATION CORPORATION
BOARD OF DIRECTORS
REGULAR MEETING MINUTES

As amended per 6/03/21 meeting

Thursday, May 6, 2021 at 12:00 p.m.

Sandusky County Land Bank office
2511 Countryside Drive, Suite C, Conference Room, Fremont, Ohio

1. The meeting was called to order by John Haven, Chairman
2. The sign in sheet was distribution with the Board Members and other present were:

Kimberley Foreman
Scott Miller
Charles Schwochow
John Haven
Bob Gross
Tim Freeman
Paul Fiser - Absent

Brian Woods, Land Bank Coordinator
Barbara Caudill, Secretary

In-Person Guests

Chris Grover
Vince Priss
Colleen Carmack
Jerri Miller

3. Approval of Minutes. A motion to approve the April 8, 2021 Regular Meeting Minutes was made by Bob Gross, seconded motion by Scott Miller. Roll call was taken and motion carried without objections with Paul Fiser absent.
4. Approval of Financials. John Haven asked if there is changes or questions on Financials. There were no changes and a motion to approve the financials as received for April 30, 2021 was made by Bob Gross, seconded motion by Scott Miller. Roll call was taken and motion carried without objections.
5. Old Business
 - a. Barb Caudill presented the preliminary webpage to the Board. She is working with Joshua with LiamerMedia to finalize site and should be able to give the Board a link to review and make their recommendations by June's monthly meeting.
 - b. Brian Woods gave a status update of current properties going through either inREM or regular foreclosure procedures– total of 9. He will email list as requested.
 1. 1013 Garfield – owes back taxes of \$12,797.02
 2. 322 Elliott 2 parcels
 - a. Back taxes - \$19,706.99
 - b. Back taxes - \$2,563.17
 3. 720 South Front 2 parcels
 - a. Back taxes - \$6,536.70
 - b. Back taxes - \$1,553.99
 4. 1811 Dickinson Street, Fremont (may be entering a payment plan with the Treasurer)
 5. 1800 W McPherson, Clyde

6. 135 W Cherry Street, Clyde

7. 601 SR 101, Clyde

- a. Review status of 426 East State Street property - Roger Hafford was absent. Update will be given at a later date.
 - Scott had discussions with the owner and he indicated that the property was not for sale but for lease. However, if someone wanted to buy it, he would sell the property. Kim, Brian, and Colleen all stated that they had seen that it was listed for sale. Bob thought that according to last months' meeting it was agreed to move forward since taking legal action would be too costly. According to the minutes, it was decided to wait to see if the owner responds to Hafford's request. Bob did feel that the Board still accomplished its goal to return the property to a taxable property even if the original "agreement" was not met. A motion was made by Bob to drop the 426 East State property legal issues, to move forward and revise the procedures to avoid this issue in the future. Tim Freeman seconded the motion. Motion carried without objection with Paul Fiser absent.
- b. Discuss proposed revisions to our rehab procedures and commercial projects Roger Hafford was absent. Update will be given at a later date.
 - Propose to form a Rehab/Commercial projects committee to review the procedures in detail – will wait to form committee after Roger gives his review
- c. Review/Update the Code of Regulations – Roger Hafford was absent. Update will be given at a later date.-
 - Propose to form a Code of Regulations committee to review the Code of Regulations in detail -will wait to form committee after Roger gives his review

6. New Business

- a. Using our independent legal team to acquire properties. Brian would like to use our own legal team to obtain selected property. John said only go after ones that would be good for the land bank. Bob wanted to ensure that there would be no conflict with Beth/Prosecutor's office on using our own team. John said she was onboard with that and saw no problem. Brian would bring the selected properties to the Board for approval. Because of the Covid, we had no foreclosures and we had been working with the Prosecutor and Clerk of Courts to do these new process of InRem and I would like us to be a little patient and see how those pans out before we go any further. Jerri Miller also stated that there was previously a special prosecutor used and had concerns about their process. Chris Grover spoke that the process did work well. Had over 40 properties with only 1 with exceptions. Brian stated that they would still run a lot of properties through the regular process and only ones that would be cost-effective and easily sold run through the special prosecutor.

Bob wants to see more properties in the pipeline though not against any other proposal but wants to do more research on the cost of going on our own. Brian will solicit area real estate law firms to see what their fee schedules would be and any interest in partnering with the Land Bank.

- b. Brian obtained two quotes from Spectrum and Amplex regarding getting WIFI service for his office, the conference room, and Barb's office. Kim asked Chris Grover about what previous actions were taken about the WIFI. Chris had previously spoke with the county IT to get pricing and what supplies were needed for WIFI with the option of having our own server. The Land Bank currently uses the County servers and more information would be needed to see if it is possibility to have our separate WIFI/email and still be on the county server – costs. Brian will talk again with the county IT department.

7. Brian Woods, Land Bank Coordinator

- a. Update building renovations to the Land Bank offices – everything is completed and we should not have any more interrupted work days.
- b. The Employee Handbook was distributed to both Brian and Barb. Acknowledgement of Receipt form signed and placed in their personnel file.

8. Bob Gross made a motion to have future meetings open to the public and stop the teleconference calls. Scott Miller seconded the motion. Roll call was taken and motion carried without objection. Paul Fiser absent.

9. Public Comments –

- a. Chris Grover liked the idea of using their own legal team like they had done in the past. On the 40 previous properties, they made money with only had 1 exception. Chris felt that would be the best way of getting properties into the pipeline but must be very selective. Regarding the properties in the new inREM process, he sees that 2 properties will never get to the land bank due to being purchased by others during sheriff's sale and one was in negotiation with the county on payment plan. Colleen Carmack said the legal team would still have to do title searches and the inREM does not. Tim said First American Title does title searches at a reasonable cost. Colleen suggested looking at a different real estate attorneys and the costs. Brian will reach out to area attorneys for their fee schedules.
- b. Jerri would like to receive the minutes with financials by email. Barb to send financials with future agenda notice.

10. Motion of Adjournment. First motion by Bob Gross; seconded the motion by Scott Miller. Roll call taken and motion carried without objection with Paul Fiser absent. Meeting adjourned.

Next meeting date will be June 3, 2021 at 1:00 pm at the Land Bank Office and will be open to the public.

Meeting Attestation

I hereby certify that the minutes related to the Board of Directors' regular meeting of May 6, 2021 set forth above are the minutes approved by the Board of Directors at their meeting of June 3, 2021.

Attested: *Barbara Caudill* Dated: 6/09/21

Barbara Caudill, Sandusky County Land Reutilization Bank Administrative Assistant