

**SANDUSKY COUNTY LAND REUTILIZATION CORPORATION
BOARD OF DIRECTORS
REGULAR MEETING MINUTES**

Tuesday, November 9, 2021 at 1:00 p.m.

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

The regular board meeting was called to order by John Havens, Chairman

The sign in sheet was distributed for signatures with the following Board Members present as well as other guests:

Kimberley Foreman	Brian Woods, Land Bank Coordinator	
Scott Miller	Barbara Caudill, Secretary	
Charles Schwochow	<u>Guests</u>	
John Havens	Colleen Carmack	Jerri Miller
Bob Gross	Heather Whitcum	Beth Tischler
Tim Freeman	Roger Hafford	Jamie Hafford
Paul Fiser - Absent	Zachary Pierce	

1. **Approval of Minutes.** The minutes of the October 12, 2021 Regular Meeting Minutes were distributed by email. A motion to approve the minutes was made by Kimberley Foreman, seconded by Charles Schwochow. Motion carried by voice vote without objection with Paul Fiser absent.
2. **Approval of Financials.** The October 2021 Monthly Financials were distributed by email. A motion to approve the financials as received was made by Bob Gross, seconded by Charles Schwochow. Motion carried by voice vote without objection with Paul Fiser absent.
3. Old Business
 - After consulting with legal counsel, No changes will be made at this time to Article 3 of the Sandusky County Land Bank Code of Regulations regarding the Municipal Director.
 - Motion to combine the Executive Director and Land Bank Coordinator titles as Executive Director/Land Bank Coordinator to allow the Land Bank Coordinator be a designated signee on checks was made by Bob Gross. After discussions of the job titles and their authorities designated throughout the policy and procedures and Code of Regulations, it was decided to table the motion until further investigation of what are the proper separation of duties and to review the authorities given to each individual/officer of the Corporation.

Bob Gross rescinded his motion to combine the titles and Scott Miller seconded the motion. Motion was rescinded by voice vote without objection with Paul Fiser absent.

3. New Business

- Zachary Pierce, BJAAM Environmental Inc. gave a presentation to the Board regarding Brownfield Cleanup, grant monies that will be available next year, and how his company can assist with the assessments and obtaining those grants. The Board has two properties in mind that would possibly be eligible for Brownfield Cleanup. Brian will get with Mr. Pierce to discuss if these would be eligible, which phase of grant monies if any should we apply for, and what would be required to contract their services to assist in applying for these grant monies.
- Some issues were brought up during the training session held with Mr. Mann in particular, the In Rems foreclosure process. Beth Tischler commented that there are times when a traditional foreclosure where you serve everybody vs In Rems foreclosure would be best. In Rems has its purpose and the properties that they have picked fit the purpose for what we need; they are ones that come with other liens attached which was Mr. Manns biggest concern but they are the ones that get things moving in a different way. John asked for clarification should the land bank sell a property that was done through In Rems, could anyone come back on the buyer; is he buying it as “buyer beware”. Beth responded that it would be “buyer beware”. However, most of the ones picked have the requisite title work as required for In Rem done and feel these do not pose any issues with the sale of the properties.

As far as the BOR process, Beth’s personal opinion was that our communities do not have streets after streets we want to target. You may have pockets of some blight properties but others in the area are not delinquent in taxes. It would be difficult to clean up the whole neighborhood. There could be grouping of properties that could go through the normal foreclosures/In Rems to help with the neighborhoods if that is what the Land Bank wanted to do. Though it’s not a criteria to use the BOR, she felt that it is being used by other communities who have high blithe areas and have a strategic development plan for the targeted area. There are multiple methods for foreclosures each one should be used for the right parcels.

- There were discussions on Conflict of Interest. The annual Conflict of Interest documents will be given to each Board member at next meeting for the signature.

4. Brian Woods, Land Bank Coordinator

- a. 425 Sandusky Avenue Property update. Received an offer to purchase the property in the amount of \$1,350 from Josh Courtney. A motion to accept the offer and sell the property was made by Scott Miller, seconded by Kimberley Foreman. The motion carried by voice vote without objection with Paul Fiser absent. Roger Hafford will prepare the necessary paperwork for the closing.

- b. Brian had discussions with Dan Beaston, a retired Fremont contractor, to possibly be an outside consulting contractor for the Land Bank to assess properties that could be considered for rehabbing/approximate cost or recommend for demolition. His fee would be approximately \$200. This is in initial stages of discussing hiring a contractor to assess rehab homes; no motion at this time.
 - c. Received a call from Shea with Credit Union Strategic Planning. She works with Commodore Perry Credit Union in seeking grant monies to be able to use in rehabbing homes. After learning what type and how the Land Bank acquires property, they may be interested in partnering with the Land Bank. She will get back with us after speaking with Commodore Perry.
 - d. Brian presented the Draft Proposed 2021 Budget for the Boards review. This budget was based on 10 homes. We have the funds available to either pay an outside lawyer or an assist in the Prosecutor office to do foreclosures for the land bank. Beth stated that she would have to look into if the land bank could legally pay and contract with her office. She is not opposed to having further discussion with the Board if that was the direction they want to move. There are means other than foreclosures that could be utilized to obtain homes. The land bank could purchase in lieu of deed property or other property for sale that would qualify. A motion was made by Tim Freeman to give Brian the authority to search homes to be purchased for remodeling, seconded by Bob Gross. Motioned carried by voice vote without objection with Paul Fiser absent. John Havens, Bob Gross and Kimberley Foreman are on the budget committee. Budget approval was tabled until next meet.
5. Prosecuting Office – Update on foreclosure process was addressed above.
 6. Public Comments – No public comment except as stated above.
 7. Adjournment. There being no additional business to come before the Board, Scott Miller moved that the meeting be adjourned. Motion seconded by Kimberly Foreman. Motion carried by voice vote without objection with Paul Fiser absent.

Meeting Attestation

Thereby certify that the minutes related to the Board of Directors’ meeting November 9, 2021 set forth above are the minutes approved by the Board of Directors at their regular meeting of December 14, 2021.

Attested: Barbara Caudill Dated: 12/14/2021
Barbara Caudill, Sandusky County Land Reutilization Bank Administrative Assistant