

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

Tuesday, August 9, 2022 at 1:00 p.m.

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

The Regular meeting was held at 1:00 p.m. August 9<sup>th</sup>. The meeting was called to order by Scott Miller, Chairman. The sign in sheet was distributed for signatures with the following Board Members present. There were not enough board members present to have a quorum. Therefore, this meeting was open for discussion only with no official decisions or voting was conducted.

Kimberley Foreman-Absent	Brian Woods, Executive Director	<u>Guests</u>
Scott Miller	Barbara Caudill, Secretary	Paul Halbeisen, Fremont Fire Dept.
Bob Gross-Absent		Heather Whitcum, Treasurer Office
Paul Lotycz-Absent		Erica Williams, Fremont City
Tim Freeman-Absent		Jerri Miller, Auditor
Justin LaBenne		Colleen Carmack, Recorder
Russ Zimmerman		Justin Burel, Big Burel BBQ

**Approval of Minutes.** No discussions on the minutes were had. Tabled approval until a quorum is established.

**Approval of Financials.** No discussions on the financials were had. Tabled approval until a quorum is established.

**Old Business.** – Brian Woods commented on the accounting responsibilities of Jason Conklin. Jason was hired to prepare the monthly financials and reconciliations reports for the Board and guidance to Brian and Barb with QuickBook questions. Scott Miller responded that this may be discussed at the next meeting so other Board members understand Jason’s role.

**New Business**

No discussions on or action were taken on the Resolution 2022-7, Approving the Amendment to the Disposition of Properties Policy with regards to the Property Transfer Deeds. Tabled approval until a quorum is established.

**Brian Woods, Executive Director** – Scott reminded Brian that he welcomes any comments/updates on projects he is working on but if it requires approval, that would have to wait until a quorum is established.

- a. The property at 1013 Garfield was sold to Bruce Hirt – Roger Hafford is working on preparing the legal documents and closing.
- b. Update on Building Demolition & Site Revitalization Grant program
  - a. Received a change in contract language from State which required a new signature and return. Waiting the final fully executed contract and instructions. All environmental work have been done.
- c. Update on Brownfield Remediation Grant program
  - a. Sent the Board an email on the status of the grant projects-the Board had no questions.
  - b. Looking at purchasing of two properties Clyde and Fremont. Will share more detail when a quorum is in attendance.

Scott Miller inquired as to when will the Triple J towing project start. Brian stated that they are still waiting on final approval to proceed. Same as the Lumber yard on Front Street. However, BJAAM is trying to find a different program that the project would fall under. It does not meet the qualifications

under a hazardous area – all tests came back within the normal limits. BJAAM is confident they will find grant monies to assist in the cleanup of the property. The property owner is aware that there is no time limit on this project.

**Prosecuting Office.** No one present to give verbal update on foreclosure. The board was given a copy of foreclosures that was emailed earlier from the prosecutor office.

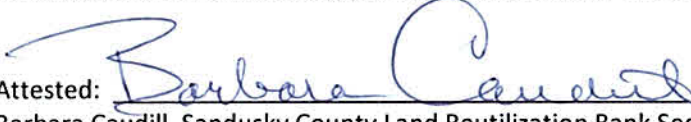
**Public Comments:** No comments from the public.

**Executive Session.** No Executive Session.

**Adjournment.** With no other items being brought before the board, a motion to adjourn the regular meeting was made by Russ Zimmerman, seconded by Justin LaBenne. Motion carried by voice call vote without objection with Kimberley Foreman, Paul Lotycz, Tim Freeman, and Bob Gross absent. Meeting adjourned.

**Meeting Attestation**

I hereby certify that the minutes related to the Board of Directors' regular meeting of August 9, 2022 set forth above are the minutes approved by the Board of Directors at their meeting of September 13, 2022.

Attested:  Dated: 9-13-22  
Barbara Caudill, Sandusky County Land Reutilization Bank Secretary





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

**Notice to the Attending Public:** Please mute all digital devices and refrain from texting. If public comment is not specifically requested for an Agenda item, the member of the public who are attending will be given the opportunity to make comments at the end of the meeting. Comments will be limited to three (3) minutes per person; however, the Chairperson may decide to shorten or lengthen the public comment period at his/her discretion. Members of the public may not transfer their time to others. Please be aware that the Board will take comments under advisement and is not required at this time to respond to your remarks during the course of their meeting.

**LOCATION:** August Regular Monthly board meeting will be held at Sandusky County Land Bank office 2511 Countryside Drive, Suite C, Fremont, Ohio.

**DAY/TIME:** Tuesday, August 9, 2022, at 1:00 p.m.

**PURPOSE:** The Regular meeting to consider the following business:

1. Call to order by: Scott Miller, Chairman
2. Roll Call or sign in sheet
3. Approval of the Regular Minutes of Tuesday, July 12, 2022 Meeting
4. Budget July 31, 2022 balance: Old Fort Checking Acct. \$335,101.16
  - a. Financials will be sent to the Board Members via email for July 2022
5. Old Business
  - a. Follow up on accounting responsibilities being contracted with Jason Conklin
6. New Business
  - a. Review the Resolution 2022-7 Approving the Amendment to the Disposition of Properties Policy with regards to the Property Transfer Deeds attached to the resolution.
7. Brian Woods, Executive Director
  - a. Update of sale of the 1013 Garfield Street, Fremont to Bruce Hirt
  - b. Update on Building Demolition & Site Revitalization Grant program
  - c. Update on Brownfield Remediation Grant program
8. Prosecuting Office – Update on foreclosures
9. Scott Miller, Chairman additional business to be brought before the Board
10. Public Comments: Comments will be limited to three (3) minutes per person. Members of the public may not transfer their time to others. Please be aware that the Board will take comments under advisement and is not required at this time to respond to your remarks during the course of their meeting.
11. Executive Session - If required
12. Adjournment