

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

Tuesday, October 11, 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. on October 11, 2022. The meeting was called to order by Scott Miller, Chairman. The sign in sheet was distributed for signatures with the following Board Members present representing a quorum.

Kimberley Foreman	Barbara Caudill, Secretary	<u>Guests</u>
Scott Miller	Brian Woods	Paul Halbeisen, Fremont Fire Dept.
Bob Gross		Michael Mezinger, Fremont Fire Dept.
Paul Lotycz-Absent/arrived at 1:15pm		Colleen Carmack
Tim Freeman-Absent		Tom Appleby
Justin LaBenne-Absent		Chris Grover
Russ Zimmerman		Chris Schneider
		Beth Tischler

- 1. Approval of Minutes.** The minutes of the September 13, 2022, Regular Meeting, and the Special Meeting of September 26, 2022, were distributed by email. A motion to approve both meeting minutes concurrently as received was made by Bob Gross, seconded by Kimberley Foreman. Motion was carried by roll call vote without objection with Tim Freeman, Paul Lotycz, and Justin LaBenne absent.
- 2. Approval of Financials.** The September 2022 Monthly Financials were distributed by email. A motion to approve the financial reports as received was made by Russ Zimmerman, seconded by Bob Gross. Motion was carried by roll call vote without objection with Tim Freeman, Paul Lotycz, and Justin LaBenne absent.
- 3. Old Business –** The property at 304 N Front Street was discussed for an opportunity for collaborating efforts with City of Fremont, Tom Appleby (owner), and Land Bank to do a Phase II to offset the price of \$18,000 which was received from BJAAM. If it comes back clean, then the property could be sold to viable buyers. A Phase II is needed to be done for it to qualify for Brownfield grant monies should there be signs of contamination remediation needed. Mr. Appleby stated that there were tests done in previous years that were, he believed, negative; but things could have changed. Additional discussions were had on the benefits of working together on this project. Beth Tischler suggested a memorandum of understanding (MOU) be prepared for the three parties to sign. Bob Gross made a motion for the Land Bank to enter a contract with BJAAM for Phase II not to exceed \$20,000 with a MOU between the Land Bank, City of Fremont, and Mr. Appleby splitting the cost. Kimberley Foreman seconded the motion. Motion was carried by roll call vote without objection with Tim Freeman, Paul Lotycz, and Justin LaBenne absent. Bob Gross will inquire having a MOU prepared.

The potential sale of 322 Elliot and 720 South Front Street properties to the City of Fremont were discussed. Brian Woods explained that these properties were given to the Land Bank through In Rems. They are part of the flood wall and should be sold to the City of Fremont since they are not suitable as a building site. A Sales Contract for Purchase and Sale of Real Estate was received from the City of Fremont for the total purchase of both properties of \$1,000. Brian Woods asked for the Board's approval to move forward with the sale of the properties. Paul Lotycz motioned to move forward with the sale; seconded by Russ Zimmerman. Motion was carried by roll call vote without objection with Tim Freeman, and Justin LaBenne absent; Bob Gross abstained. Note, Paul Lotycz arrived at 1:15pm and was included in the roll call vote.

No other new business was discussed.

4. **Brian Woods, Executive Director** - gave his update:
  - a. **Sale of the 1013 Garfield Street, Fremont to Bruce Hirt** - Received final paperwork and funds in the amount \$2,000 for the sale of 1013 Garfield.
  - b. **Building Demolition and Revitalization Program** - Received the signed agreement from State of Ohio; total project cost is \$475,010. Will continue to do the nuisance first that were discussed in the special meeting on September 26 and move forward with other properties on the list. All demo builders were contacted, they will start on their projects in approx. 3 weeks. All owner agreements are up-to-date and ready to proceed.
  - c. **Brownfield Remediation Grant** - State Route 20 has been approved for demolition; will start the project when demo company is available. The other projects are moving forward as shown in the BJAAM handouts given to the Board.
  - d. **Sale of Front Street properties** - The property has a NPT on the deed and cannot be sold until the legal description is updated. A survey has been ordered through the realtor.
  - e. **Purchase of 326 Vine Street, Clyde** - Received final paperwork on the purchase of the property. Will put out bids for demolition.

The property on Cherry and Main Street in Clyde was discussed as to why it was not included in the Demo Grant. Brian Woods explained that at the time of the grant application, City of Clyde had not deemed it a nuisance therefore it was ineligible to be included. Paul Halbeisen, Fremont Fire Chief commented he is currently working with City of Clyde on the nuisance process for this property.

5. **Prosecutor Office.** The Board reviewed the copy of the foreclosure list received by email from the prosecutor's office. YFast Enterprises (Car Wash) – Kimberley Foreman left the owner another message; stated in June he may have a buyer, but it was tied up. The Treasurer office is working with Kaitlyn to move forward with the foreclosure. The Hook property will have the foreclosure process start over due to several factors that need resolved. Beth Tischler commented her office is working with the health department in resolving some of the issues with declaring some properties inhabitable. Currently there are 2 pending blighted properties with potentially 3 more. They are also working with the Townships on developing a consistent process and appropriate documents in place to deal with blighted properties.
6. **Public Comment.** Colleen Carmack inquired on the status of the lots on Fangboner Road. The update received from Roger Hafford was that there has been no action taken by the attorney from Canton he had contracted. Brian recommended this be revisited as to what steps need to be taken to get the



legal heirs situation resolved either by Roger Hafford or another attorney be hired. Colleen suggested this could be a good fit for a quiet title action. It still would have to go through the courts, have associated court costs, but a much easier process than finding/getting all heirs to enter into an agreement. Brian will contact Roger to investigate using a quiet title action.

7. **Executive Session.** There was no Executive Session held.
8. **Adjournment.** With no other items being brought before the board, a motion to adjourn the regular meeting was made by Paul Lotycz, seconded by Bob Gross. Meeting was adjourned.

**Meeting Attestation**

I hereby certify that the minutes related to the Board of Directors' regular meeting of October 11, 2022, set forth above are the minutes approved by the Board of Directors at their meeting of November 8, 2022.

Attested: Barbara Caudill Dated: 11-8-2022  
Barbara Caudill, Sandusky County Land Reutilization Corporation 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 their meeting.

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

**DAY/TIME:** Tuesday, October 11, 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, September 13, and Special Meeting Minutes of September 26, 2022.
4. Approval for Budget: September 30, balance: Old Fort Checking Acct. \$259,130.97
  - a. Financials were sent to the Board Members via email for September 2022
5. Old Business – No old business
6. New Business – No new business
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
  - d. Update on sale of Front Street properties
  - e. Update on purchase of 326 Vine Street, Clyde
  - f. Update on sale of 322 Elliot and 720 South Front Street properties to the City of Fremont
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 their meeting.
11. Executive Session - If required
12. Adjournment

## Regular Board Meeting Sign In

Meeting Date: Tuesday October 11, 2022, at 1:00pm

Meeting Place: Sandusky County Land Bank Conference Room  
2511 Countryside Drive, Suite C Fremont, Ohio

PRINT Name	SIGNATURE	ORGANIZATION
Colleen Carmack	<i>Colleen Carmack</i>	Recorder
<i>Scott Miller</i>	<i>Scott Miller</i>	<i>Commissioner</i>
Robert Gross	<i>Robert Gross</i>	City of Fremont
<i>David D. Appleby</i>	<i>David D. Appleby</i>	interested
Chris Schneiker	<i>Chris Schneiker</i>	Clerk of Courts
Mike Mezinger	<i>Mike Mezinger</i>	Fremont Fire
Chris Grover		
Beth Tischler	<i>Beth A. Tischler</i>	
Kimberly Foreman	<i>Kimberly Foreman</i>	Treasurer
<i>Paul M. Halloran</i>	<i>Paul M. Halloran</i>	Fremont Fire
<i>Phil Klotz</i>	<i>Phil Klotz</i>	Sandusky Tap
Russ Zimmerman	<i>Russ Zimmerman</i>	Commissioner

Attested by: *Barbara Caudill* Barbara Caudill, Secretary