

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

Wednesday, December 28, 2022, at 1:00 p.m.

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

The Special meeting was held at 1:00 p.m. on December 28, 2022. The special meeting was called to order by Scott Miller, Chairman. The sign in sheet was distributed for signatures with the following Board Members present.

Kimberley Foreman-Absent	Tim Freeman-Absent	<u>Guests</u>
Scott Miller	Justin LaBenne	No guests present
Bob Gross	Brian Woods	
Paul Lotycz	Barbara Caudill, Secretary	
Russ Zimmerman		

Scott Miller, Chairman, reminded everyone that the sole purpose of the special meeting was to discuss the Budget for 2023 as received. No other business will be discussed at this time.

Discussions were had on the retitling of some of the items and clarification on amounts for demolition, court costs, and title work. With no further discussions, Scott read the Resolution 2022-8 Adopting a Budget for 2023. Bob Gross made a motion to amend the wording of the resolution from being effective immediately upon approval to shall take effect and be in force January 1, 2023. Justin LaBenne second the motion. Motion to amend the resolution carried by voice vote without objection with Kimberley Foreman and Tim Freeman absent.

A motion to adopt Resolution 2022-8 as amended was made by Justin LaBenne; Bob Gross seconded. Motion carried by voice vote without objection with Kimberley Foreman and Tim Freeman absent.

Public Comment. No comments were received from the public.

Executive Session. There was no Executive Session held.

Adjournment. With no other items being brought before the board, a motion to adjourn the Special meeting was made by Bob Gross; seconded by Russ Zimmerman. The meeting was adjourned.

Meeting Attestation

I hereby certify that the minutes related to the Board of Directors' Special meeting of December 28, 2022, set forth above are the minutes approved by the Board of Directors at their meeting of January 10, 2023.

Attested: Barbara Caudill Dated: 1-10-2023
Barbara Caudill, Sandusky County Land Reutilization Corporation Secretary



Special Board Meeting Sign In

Meeting Date: Wednesday, December 28, 2022, at 1:00pm

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

PRINT Name	SIGNATURE	ORGANIZATION
Russ Zimmerman		Commissioner
Jeff Miller		Commissioner Sandusky Twp.
Maria LaBene		City of Clyde
Robert Gross		City of Fremont

Attested by: Barbara Caudill, Secretary

The Board of Directors of the Sandusky County Land Reutilization Corporation (the "Board") met in Special session on the 28th day of December, 2022 at 1:00 p.m. with the following Directors present:

Scott Miller, Vice Chair/Statutory
Director/County Commissioner

Tim Freeman, Selected Director/Local
Businessman - Absent

Bob Gross, Vice Chair/Municipal Director/City of
Fremont

Justin LaBenne, Selected Director/Clyde City
Manager

Kimberley Foreman, Statutory Director/County
Treasurer - Absent

Paul Lotycz, Selected Director/Township
Trustee Representative

Russell Zimmerman, Statutory Director/County
Commissioner

Justin LaBenne moved the adoption of the following amended resolution

RESOLUTION NO. 2022 - 8

ADOPTING A BUDGET FOR 2023

WHEREAS, the Board of Directors of the Sandusky County Land Reutilization Corporation ("Board" and "Corporation" respectively) held its Special meeting on December 28, 2022; and

WHEREAS, the Code of Regulations of the Sandusky County Land Reutilization Corporation requires an annual budget governing the expenses of the Corporation; and

WHEREAS, the Corporation now desires to approve a Budget for the 2023, attached hereto as Exhibit A; and

WHEREAS, the Board of Directors hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board, and that all the deliberations of this Board, and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including ORC Section 121.22;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Sandusky County Land Reutilization Corporation that:

Section 1. This Board of Directors hereby approves the form of the Budget for 2023.

Section 2. This Resolution shall take effect and be in force on January 1, 2023.

Bob Gross seconded the motion.

Upon a voice vote, the Resolution was passed without objection with Kimberley Foreman and Tim Freeman absent.

The undersigned, Secretary of the Sandusky County Land Reutilization Corporation certifies that the foregoing is a true and correct excerpt from the minutes of the meeting of December 28, 2022, of the Board of Directors of the Sandusky County Land Reutilization Corporation, showing the adoption of the Resolution above set forth.

Barbara Caudill

Barbara Caudill, Secretary
Sandusky County Land Reutilization Corporation
Dated: December 28, 2022

REVENUE 2023 Proposed Budget

Carry Forward 12/31/2022	\$ 210,000.00				
1st half 2021 tax settlement	\$ 105,000.00				
2nd half 2021 tax settlement	\$ 20,000.00				
Land Bank Admin. Fee (\$500 per unit) x 25	\$ 12,500.00				
Reimbursements	\$ -				
Property Sales	\$ 70,000.00				
	\$				
	\$ -				
Estimated Revenue	\$ 417,500.00				
	ESTIMATED	1ST QRT	ND QRT	QRT	QR
EXPENSES		EXPENSES	EXPENSE	EXPENSE	EXPENSES
Data Services payroll expense	\$ 1,200.00				
Memberships	\$ 700.00				
Northern Ohio Rural Water	\$ 1,000.00				
Abandon Vehicle Removal	\$ 1,000.00				
Accounting services-Julian & Grube	\$ 2,500.00				
Audit Fee	\$ 4,000.00				
Brian Woods, LB Coordinator	\$ 38,000.00				
Barb Caudill, Adm Assistant	\$ 21,000.00				
Mileage Reimbursement	\$ 1,000.00				
Legal services-Roger Hafford Atty.	\$ 8,000.00				
Legal Services-Bonnie Heminger	\$ 3,000.00				
Accounting servics-Jason Conklin (Quickbooks)	\$ 4,000.00				
Dan Beaston Property evaluation	\$ 2,000.00				
Insurance					
Directors & Officers	\$ 1,200.00				
Office Insurance	\$ 1,000.00				
Property Liability	\$ 2,000.00				
Office Expenses					
Bank charges	\$ 15.00				
Conferences/Training, registrations	\$ 4,800.00				
Equipment-Computer, calc.	\$ 500.00				
Phone equipment & internet	\$ 500.00				
Office space rental	\$ 10,200.00				

Postage	\$	400.00				
Printing	\$	300.00				
Office furniture	\$	700.00				
Supplies, Stationery, business cards, etc.	\$	1,100.00				
Website development and hosting	\$	1,000.00				
State Auditor	\$	250.00				
County Auditor - transfer fees	\$	100.00				
Clerk of Court - court cost, publications	\$	15,000.00				
Sheriff fees	\$	2,000.00				
Property expenses						
Property Purchase	\$	35,000.00				
Demolition Expenses(\$11,000./unit)	\$	100,000.00				
Asbestos Removal	\$	70,000.00				
Demolition Permit Fee	\$	1,000.00				
Mowing	\$	5,000.00				
Rehabilitation Expenses (Wishfull)	\$	75,000.00				
Surveys	\$	10,000.00				
Court Cost (avg. \$550 per unit)	\$	10,000.00				
Title work (\$500 per unit)	\$	6,000.00				
Property Closings cost(\$500 per unit)	\$	10,000.00				
Property Taxes & Assessment	\$	2,000.00				
Total Expenses	\$	362,865.00				
	\$	(417,050.00)	\$	54,635.00		
			\$	245,000.00		

GRANT MONEY

Building Demolition & Site Revitalization Grant	\$	470,000.00
Brownfield Remediation Grant	\$	600,000.00
Brownfield demo cost	\$	515,950.00
Brownfield Remediation Expenses-Phase I testing	\$	50,000.00
Brownfield Remediation Expenses-Phase II	\$	75,000.00
Building Demolition & Site Revitalization Expenses	\$	479,000.00
Balance	\$	-

