

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

Tuesday, February 14, 2023, at 12:30 p.m. and 1:00 p.m.

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

Note: There was no quorum present to hold the Annual Meeting at 12:30p.m. Scott Miller tabled the meeting and will be conducted after the 1:00 p.m. Regular Meeting adjournment.

Regular Meeting Minutes – 1:00 p.m.

The Regular meeting was held at 1:00 p.m. February 14, 2023. The meeting was called to order by Scott Miller, Chairman. The sign in sheet was distributed for signatures with the following Board Members present and constituted a quorum for conducting the business of the Land Bank.

Kimberley Foreman-Absent
Scott Miller
Bob Gross
Paul Lotycz
Tim Freeman-Absent
Justin LaBenne-Absent
Russ Zimmerman

Barbara Caudill, Secretary
Brian Woods

Guests

Colleen Carmack - Recorder
Scott Williams – Habitat of Humanity

1. **Approval of Minutes.** The minutes of the January 10, 2023, Regular Meeting were distributed by email. A motion to approve the meeting minutes as received was made Bob Gross, seconded by Paul Lotycz. Motion was carried by voice vote without objections with Kimberley Foreman, Justin LaBenne, and Tim Freeman absent.
2. **Approval of Financials.** The January 2023 Monthly Financials were distributed by email. A motion to approve the financial reports as received was made by Russ Zimmerman, seconded by Paul Lotycz. Bob Gross had a question on the balance of \$135,539. Brian Woods updated the Board on the current balance which includes DOD grant funds deposited after the month end statement – current balance is approximately \$440,000. At last meeting, the board wanted to keep balance around \$100,000 until reimbursements started to come in. Discussions were had on the funding monies and approximately \$113,000 will be submitted shortly to the DOD for reimbursement. Some vendors’ payments are being released, however the account balance will not go lower than the \$100,000 benchmark. Motion was carried by voice vote without objections with Kimberley Foreman, Justin LaBenne, and Tim Freeman absent.
3. **Old Business** – No old business was discussed
4. **New Business.** The 12th Annual Ohio Land Bank Conference is set for April 26-28, Dayton, Ohio. The registration packets were distributed. It was communicated that the early bird registration will end March 17th. Anyone wanting to attend is encouraged to send their forms into the Land Bank by March 15th in order to get the registrations paid by the deadline. Anyone wanting to register after that date will be responsible for paying and submit an expense report to the Land Bank for reimbursement.

Annual Meeting Minutes – 1:55 p.m.

The Annual meeting was held at 1:55 p.m. February 14th. The meeting was called to order by Scott Miller, Chairman. The sign in sheet was distributed for signatures with the following Board Members present and constituted a quorum for conducting the business of the Land Bank:

| | | |
|--------------------------|----------------------------|---------------|
| Kimberley Foreman-Absent | Barbara Caudill, Secretary | <u>Guests</u> |
| Scott Miller | Brian Woods | |
| Bob Gross | | |
| Paul Lotycz | | |
| Tim Freeman-Absent | | |
| Justin LaBenne-Absent | | |
| Russ Zimmerman | | |

Scott Miller commented that the annual meeting was being held to discuss the progress of the Land Bank and to vote for new chairman and vice chairman. Late 2022, the board discussed new officers for 2023 and voted Bob Gross as Vice Chair and Scott Miller as Chair. With no further discussions, moving forward for 2023 Bob Gross and Scott Miller will remain as officers.

The floor was opened for Brian Woods to present the financials of the Land Bank for 2022 and projected projects for 2023. The board was given several yearly financial reports with comments regarding the ongoing grant projects. A major project from last year was a purchase of a property for \$4,000 and then sold that property for \$40,000. However, the majority of the homes bought and sold in 2022 were at a loss. For 2023, the State Route 20 property may have the same profit margin; it is a valuable piece of property once the house is demoed.

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

Meeting Attestation

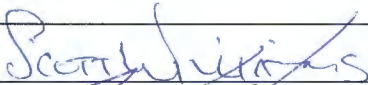


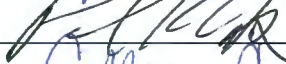
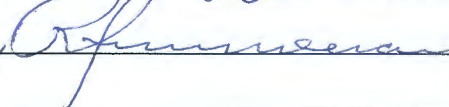
I hereby certify that the minutes related to the Board of Directors' regular and annual meeting of February 14, 2023, set forth above are the minutes approved by the Board of Directors at their meeting of March 14, 2023.

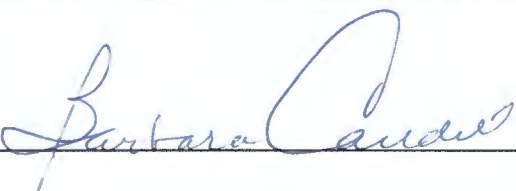
Attested: *Barbara Caudill* Dated: 03/14/23
Barbara Caudill, Sandusky County Land Reutilization Corporation Secretary

Regular Board Meeting Sign In

Meeting Date: Tuesday February 14 2023, at 1:00pm

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

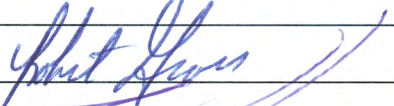


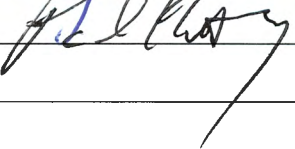
| PRINT Name | SIGNATURE | ORGANIZATION |
|-----------------|---|-----------------|
| Scott Williams |  | PUBLIC HABITAT |
| Scott Miller |  | COMMISSIONER |
| Robert Gross |  | City of Fremont |
| Phil Kony |  | SAN DUSKY TWP |
| Colleen Carmack | Colleen Carmack | Recorder |
| Buss Zimmerman |  | Co. Comm |
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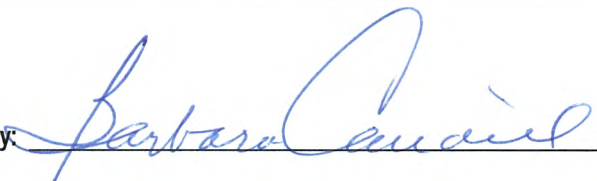
Attested by:  Barbara Caudill, Secretary

Annual Board Meeting Sign In

Meeting Date: Tuesday February 14 2023, at 12:30pm

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

| PRINT Name | SIGNATURE | ORGANIZATION |
|----------------|---|------------------------|
| Robert Cross |  | City of Fremont |
| Scott Miller |  | Sand. Co. Commissioner |
| Russ Zimmerman |  | SAND. Co. Commissioner |
| Paul Lotycz |  | Sandusky Twp. |
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Attested by:  Barbara Caudill, Secretary

SANDUSKY COUNTY LAND REUTILIZATION CORPORATION
AGENDA
BOARD OF DIRECTORS
ANNUAL AND 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: February Land Bank Annual and Monthly board meeting will be held at Sandusky County Land Bank office 2511 Countryside Drive, Suite C, Fremont, Ohio.

DAY/TIME: Tuesday, February 14, 2023, Annual meeting at 12:30 p.m. and Regular meeting will start at 1:00 p.m.

PURPOSE:

The Annual meeting to consider the following business:

1. Call to order by Scott Miller, Chairman
2. Roll Call or sign in sheet
3. Scott Miller, Chairman any business to be brought before the Board for the annual meeting
4. Adjournment

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 Minute of Tuesday, January 10, 2023
4. Approval for Budget: January 2023 balance: Old Fort Checking Acct. 135,594.17.
 - a. Financials will be sent to the Board Members via email for January 2023
5. Old Business – No old business to discuss
6. New Business:
 - a. 12th Annual Ohio Land Bank Conference set for April 26-28, Dayton, Ohio
7. Brian Woods, Executive Director
 - a. Update on Building Demolition & Site Revitalization Grant program
 - b. Update on Brownfield Remediation Grant program
 - c. Update on Land Bank-owned properties
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

Sandusky County Brownfield Sites

February 14, 2023

Site: Former Atlas Industries aka Atlas Crank Shaft
SR 20, Woodville Township, Sandusky County

Parcels: Approximately 1-acre, Parcel #28-27-00-0031

Grant: Deadline extensions were requested on 2/8/23
New deadline will be June 30, 2024



Assessment: \$189,823.00 Awarded in April 2022
\$172,567.00 for Assessment
\$17,256.00 for Administrative costs for Land Bank
Assessment Activities were initiated in September 2022 in accessible areas.

Demo Grant: Submitted May 31, 2022 - \$146,907.00. Comments Were received from ODOD on 9/6 and responses submitted.
Demo Grant was awarded in December 2022.

Next Steps: ACM Abatement needs to be completed prior to Demolition Activities. H & H has provided a revised quote for abatement.
S & S Hauling and Excavating provided initial Demo estimates provided in grant application. Have spoken with them and a revised quote will be sent over soon, the costs are not expected to change from the initial estimate. Will be contacting to obtain the updated estimate and schedule for demo activities.
Complete assessment activities once demolition is complete.

Site: Former Commercial Oil Service
North Street, Fremont, Sandusky County

Parcels: 0.6942 acres, Parcel #13-28-00-0003

Grant: Assessment Grant awarded in June 2022
\$141,659.00 for Assessment
\$14,165.00 for Administrative costs for Land Bank.
Deadline extensions were requested on 2/8/23.
New deadline will be June 30, 2024.



Next Steps: Assessment activities were initiated in September 2022. A second round of groundwater sampling was completed in February 2023, the results of which are being reviewed. Delineation sampling is needed based on groundwater analytical results.

The ACM survey has been completed and abatement is not required prior to demolition. Demolition of the building and removal of the ASTs is needed prior to delineation sampling. Evaluation of removing tanks and buildings with evaluation of associated costs under the grant is in progress.

Site: Former Triple J Towing
2111 and 2115 Hayes Avenue, Fremont, Sandusky County

Parcels: 4.3 acres, #10-04-00-0017-03 & #10-04-26-0012-02

Grant: Deadline extensions were requested on 2/8/23
New deadline will be June 30, 2024

Assessment: Submitted on May 31, 2022. Comments received by ODOD on August 16, 2022. Responses were submitted and approved by ODOD. Project was awarded in December 2022.

\$197,075.00 for Assessment/RCRA evaluation.

\$19,707.00 for Administrative costs for Land Bank

Next Steps: Meeting with site owner to discuss schedule of activities. Follow up correspondence with Ohio EPA regarding site sampling activities.



Site: Former Kellogg's
922 Wolfe Avenue, Fremont, Sandusky County

Parcels: 1.5 acres, #34-60-00-0021-08

Demo Grant: Submitted in May 2022. Comments from ODOD received on August 15, 2022. Responses were submitted and approved by ODOD.

Grant was awarded in December 2022.

\$262,449.00 for ACM Abatement and Demolition

\$23,859.00 Administrative costs for Land Bank

\$45,000/cost share from property owner for Assessment



Deadline extensions were requested on 2/8/23

New deadline will be June 30, 2024

Next Steps: Contract with property owner for Phase II activities. The associated costs will be used as match for the site.

ACM Abatement needs to be completed prior to Demolition Activities. The previous owner of the property will need to remove old production equipment prior to demolition and was agreed upon by the previous owner and current owner when the property was acquired. Midwest Environmental Inc. provided initial abatement estimates for grant applications. H&H has provided an alternative cost estimate.

Great Lakes Demolition Company provided initial Demo estimates provided in grant application. S & S Hauling and Excavating has provided an alternative estimate for demo activities. Previous estimates did not include the abandonment of two (2) production wells within the facility and a small portion of the building the owner would now like removed. S&S estimates include such abandonment and additional demolition area and are within grant budget costs.

Site: Former Lumber Yard
304 Front Street, Fremont, Sandusky County

Parcels: 1.3-acres, Parcels 34-50-00-0006-00, 34-50-00-0005-00, 34-50-00-0004-00, 34-50-00-0002-00, 34-50-00-0001-00

Grant: TBD

Limited Phase II ESA contract: \$18,127.00

ACM Abatement Estimate: \$2,500.00

Demolition Estimate: \$92,400.00



Next Steps: The Phase II assessment was completed in February 2023. Based on groundwater analytical results, delineation sampling is warranted. The delineation scope and estimate are in progress and will be sent over for review/approval soon.

February 2023 Foreclosure Update

Active Foreclosures:

- Joshua Koebel, 1076 McKinley St., Fremont, PPN 34-50-00-3888-00. Judgment granted, ready for sale.
- Eva Rodriguez, 642 Penn Ln and 6443 Perez Ln, Woodville, PPNs 28-21-00-0012-00 and 28-21-00-0008-00. Taxes and cost paid in full in full on Perez property. Judgment granted on Penn Ln property, ready for sale.
- Heyman—PPN 10-06-00-0008-02. Judgment granted, ready for sale.
- Torres—PPN 16-50-00-0060-01. Order of Sale ordered.
- Y Fast Enterprises LLC—PPN 34-60-00-0413-01, owner now avoiding me. Will likely have to do a publication for service.
- Simms—PPNs 34-50-00-1872-00 and 34-50-00-1871-01. Judgment granted, ready for sale.

Complaints to be filed:

- SYD Holdings of Ohio, Inc.—PPN 34-50-00-6399-01, \$29,981.29 delinquent. Trying to track down persons that have an interest. **(If anyone knows Maria Guzman, let me know).**

New complaints to be filed within next 30-45 days.