

**SANDUSKY COUNTY LAND REUTILIZATION CORPORATION  
BOARD OF DIRECTORS**

Tuesday, October 10, 2023, at 1:30 p.m.

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

The Regular meeting was held at 1:30 p.m. October 10, 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 there were not enough board members present to constitute a quorum. Therefore, this meeting was open for discussion only with no official decisions or voting.

Kimberley Foreman - Absent

Scott Miller

Russ Zimmerman

Paul Lotycz - Absent

Bob Gross

Justin LeBenne - Absent

Tim Freeman - Absent

Brian Woods, Executive Director

Mary Sorg, Secretary

Guests

Erica Williams, City of Fremont

1. **Approval of Minutes.** Not approved until quorum is established
2. **Approval of Financials.** Not approved until quorum is established
3. **Old Business.** There was a short discussion about the proposed budget for 2024. Kim and Tim met earlier to make adjustments, but neither one was present at the meeting to go over their changes. Bob reminded the board that going forward we can always do a budget amendment if we need to. The budget cannot be approved until a quorum is established.
4. **New Business.** Per Scott and Bob's request, a copy of the Records Retention Schedule was distributed at the meeting. The schedule is good as it stands, but if changes need to be made Erica said we need to fill out an RC-3 form and send it in to the state after approval from the board.
5. **Brian Woods, Executive Director**
  - a. Update on Building Demolition & Site Revitalization Grant program – paperwork has been submitted to the state naming the lead entities for both grants for next year
  - b. Update on Brownfield Remediation Grant Program -

Former Kellogg's/Sunshine Biscuit – the owner sent an email to Brian and was upset about the work not being completed as agreed upon. There was also part of the foundation that was damaged. Brian spoke with Brandon with S&S and he stated that the work had not been completed yet. Brian had two estimates done on the damaged concrete and both showed that the damage was approximately \$1,500. Brian, Brandon, Scott from BJAAM and the owner met at the site and discussed the project and repairs. It was discovered later that there are two large blocks of concrete underground that would take months to break up. They will take some off the top, but the rest of the concrete will remain. Russ stated that we need to have a plot map drawn up showing the concrete so that any future buyers know it is there. Erica will talk to Kevin Held, Assistant City Engineer, about the map. We need to make sure the owner signs off showing that the concrete is there.

If/when we get the grant Brian wants to add the old Mercury Sign Corp. to the list for demolition. Brian has been in touch with the owner, Cecil Weatherspoon. Another possibility is the old Eckridge, but the owner has not returned phone calls. The former Appleby Lumber Co. will also be on the list for demolition.

c. Update on Land Bank-owned properties.

1566 SR 20 – the previous offer did not go through since the potential buyer could not sell her home (was contingent on her selling her home). Brian told her to put in another offer if/when she sells her home.

Waiting on a check from Ken Frost for the 6 properties that the city of Fremont is purchasing (Front Street and Elliot Street properties)

6. **Prosecuting Office.** The potential foreclosure list was forwarded by the Treasurer and was printed out and given to the Board for review. We are still waiting for reimbursement for advertising costs on 1076 McKinley St. Scott wanted to know why the last one on the list (2801 W. State St.) was a “complex case” and no one knew since the Prosecutor’s Office did not elaborate and no one was present.
7. **Other Business/Public Comment.** Bob brought up that we need to look into when the current board members terms expire and if we need to replace or add any members.
8. **Executive Session.** At the last meeting the board met in executive session and at a later date the Chair and Vice-Chair met with Brian and Mary to discuss the long-term plans of the Land Bank.
9. **Adjournment.** A motion to adjourn the meeting was made by Russ Zimmerman, seconded by Scott Miller. Meeting adjourned.

**10. Meeting Attestation**

I hereby certify that the minutes related to the Board of Directors’ regular meetings on September 12, 2023 and October 10, 2023 are the minutes approved by the Board of Directors at their meeting of November 14, 2023.

Attested: Mary Sorg Dated: 11-14-23  
Mary Sorg, 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 members 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 meeting.

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

**DAY/TIME:** Tuesday, October 10, 2023, regular meeting will start at 1:30 p.m.

**PURPOSE:** 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 Minutes of Tuesday, September 12, 2023
4. Approval for Financials: September 30, 2023 balance of Old Fort Checking Acct. \$182,024.80
  - a. Financials will be sent to the Board Members via email for September 2023
5. Old Business: 2024 Proposed Budget
6. New Business: Records Retention Schedule (RC-2)
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
11. Executive Session – if required
12. Adjournment

