

**Livingston County Land Bank Corporation**  
**Board of Directors Virtual Meeting**  
**April 23, 2020**  
Meeting Minutes

**Members:** WILLIAM BACON, Economic Development; IAN COYLE, Livingston County Administrator; AMY DAVIES, Livingston County Treasurer; ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director; WILLIAM FULLER, Real Property Tax Services; SHANNON HILLIER, Livingston County Attorney; DANIEL L. PANGRAZIO, Livingston County Board of Supervisors.

**Absent:** None

**Staff:** JOSEPH GUNTHER, Program Specialist.

<b>Agenda Item</b>	<b>Call to Order and Welcome</b>
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Chairman Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

<b>Agenda Item</b>	<b>Approval of Minutes from February 27, 2020</b>
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Chairman Pangrazio asked if there were any additions, corrections, or deletions to the February 27, 2020, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the February 27, 2020, meeting minutes was made by Mr. Bacon and seconded by Ms. Davies.*

Motion carried.

<b>Agenda Item</b>	<b>Treasurer's Report</b>
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Ms. Davies reported per the distributed document: The Ending Balance equals \$166,234.62.

*A motion to accept the Treasurer's Report was made by Mr. Bacon and seconded by Mr. Fuller.*

The motion carried.

<b>Agenda Item</b>	<b>Organizational Actions</b>
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<b>Agenda Item</b>	<b>Properties</b>
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- a. 7 Grove Street, Mt. Morris**
  - i. TY Lin Bid Package and Demolition Plan**

Mr. Gunther reported that the Land Bank received three responses to the bid package for the demolition of 7 Grove Street. He, Ms. Ellis and Ms. Trimm participated in the bid opening on March 11 at 4:00 p.m. The Land Bank and T.Y. Lin International determined that Bronze Contracting LLC is the lowest responsible bidder for the reasons attached in a bid selection memo Mr. Gunther distributed to the Board earlier. Mr. Gunther recommended that the Board make a motion and vote on awarding the Base Bid plus Alternate 1 to Bronze Contracting LLC. Mr. Gunther presented Resolution 4-20 to Award the Demolition Base Bid and Alternate 1 to Bronze Contracting LLC.

*A motion to approve Resolution 4-20 was made by Mr. Fuller and seconded by Ms. Hillier.*

The motion carried.

**b. 7283 Webster Crossing Road, Springwater**

**i. Habitat for Humanity Update**

Mr. Gunther reported that he has visited the property and viewed the work Habitat has completed so far. He also reported that Habitat has made requests for reimbursement of funds in accordance with the Co-Development Agreement. Mr. Gunther, Ms. Ellis and Ms. Trimm have met and reviewed the reimbursement requests.

Ms. Hillier reported that the Land Bank still has to dispose of the property to Habitat. She reported that she is waiting for information on a lien payoff from the Town of Springwater's Attorney before closing can happen.

**c. 140 Lima Road, Geneseo**

**i. TY Lin**

Mr. Gunther reported that T.Y. Lin has submitted an initial site visit and next steps report to the Land Bank. Next steps from TY Lin would be completion of a scope of work, detailed cost estimate from an outside company and completion of a rehabilitation bid package. The report states that TY Lin would complete the work at a cost of \$4,240.

Ms. Hillier asked for clarification on whether the mentioned price of \$4,240 included the cost for development of a rehabilitation bid package. The site visit report is unclear. Mr. Gunther said he would ask the project's contacts at T.Y. Lin.

**Agenda Item**

**Other Business**

**a. 2020 Tax Foreclosure Auction**

Mr. Gunther asked whether Governor Cuomo's orders on the COVID 19 pandemic will delay the Tax Foreclosure Auction scheduled for July. Ms. Hillier and Ms. Davies reported that the auction will not take place in July as scheduled. The foreclosure process can either be delayed until later in 2020 or pushed back until Summer 2021. Chairman Pangrazio said the Ways and Means Committee of the Livingston County Board of Supervisors will discuss the matter.

**b. K&K Stripping – Buell Ave. Lima**

Mr. Gunther reported that the state Department of Environmental Conservation (DEC) has issued a final remediation proposal for the county-owned hazardous commercial site in the Village of Lima. The proposed remediation plan is to demolish a small on-site structure, remediate and dispose of lead-contaminated soil and monitor groundwater and air qualities. The DEC intends to remediate the site to clean residential standards. Mr. Gunther said this may be a property to keep an eye on long term, especially

if the DEC remediates it.

**Next Meeting**

Chairman Pangrazio announced that the next meeting is scheduled for Thursday, May 28, 2020, at 1:30 p.m. in Room 303B at the Livingston County Government Center.

**Agenda Item      Adjournment**

Chairman Pangrazio asked if there was a motion to adjourn.

*A motion to adjourn was made by Mr. Bacon and seconded by Mr. Fuller.*

The motion carried.

Chairman Pangrazio adjourned the meeting at 1:56 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Joseph Gunther, Program Specialist