

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

**Members:** 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; AMY DAVIES, Livingston County Treasurer.  
**Absent:** WILLIAM BACON, Economic Development; IAN COYLE, Livingston County Administrator.  
**Staff:** JOCELYN BISHOP, Senior Typist.

<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 June 25, 2020</b>
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Chairman Pangrazio asked if there were any additions, corrections, or deletions to the June 25, 2020, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the June 25, 2020, meeting minutes was made by Ms. Hillier and seconded by Mr. Fuller.*

Motion carried.

<b>Agenda Item</b>	<b>Treasurer's Report</b>
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Ms. Davies reported per the distributed document: The starting balance was \$126,388.15.

Total expenses were \$1,627.33 The Ending Balance equals \$124,760.82.

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

The motion carried.

<b>Agenda Item</b>	<b>Resolutions/Organizational Actions</b>
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**a. Resolution 5-20 Delegating Signature Authority for Purchase and Sale Agreements of Properties Through the National Community Stabilization Trust Acquisition Program**

*A motion to approve resolution 5-20 Delegating Signature Authority for Purchase and Sale Agreements of Properties Through the National Community Stabilization Trust Acquisition Program was made by Ms. Hiller and seconded by Ms. Davies.*

The motion carried.

<b>Agenda Item</b>	<b>Properties</b>
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**a. 7 Grove Street, Mt. Morris**

**i. Contracting Update**

Missing insurance form from Bronze Contracting. It is believed that the forms will be received this week. Ms. Hillier looked through three different contracts through three different landbanks and has created a straight forward contract.

**ii. Air Monitoring Service**

Bronze Contracting recommends AEG Environment because they have worked with them before. The Village of Mount Morris has used Sienna Environmental Technologies in the past. There was nothing on the Aurora Environmental. All three packages are very comparable to each other. Ms. Ellis and Ms. Hillier will discuss and choose the best option. The board agreed that this would be okay.

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

**i. Habitat Update**

Work in continuing to be done. Progress did slow down as Habitat has lost their volunteers. Habitat has been submitting invoices. Ms. Ellis reported that Habitat has spent \$10,000 to date. Ms. Ellis reported that she has not approved all of their requests for reimbursement because they did not comply with the agreement that was in place. Ms. Ellis did tell them that once the project is completed, if there is money remaining, that we can bring it to the board for discussion.

**c. 140 Lima Road, Geneseo**

**i. TY Lin Update**

TY Lin has given an assessment of the conditions that would be subject to the work that they would do a remedial plan for. Ms. Ellis asked for some cost estimates. TY Lin came back with a quote from Trophy Point of \$4,000 for a cost estimate. Ms. Ellis went back to the contract and the contract states that they have to provide a rough order of magnitude cost estimate to their assessment. Mr. Gunther reached out for the magnitude cost estimate and is still waiting. The remedial plan is going to be \$4,200, which was already previously approved by the board.

**Agenda Item      Other Business**

**a. K&K Stripping – Lima**

The Department of Environmental Conservation is willing to do some type of agreement to do the work. Ms. Ellis is working on setting up a time to discuss the scope of work, the schedule, the expectations and the cost estimate. Ms. Ellis stated that the DEC has done other MOU’s with other county landbanks for these types of projects. Mr. Gunther is reaching out to one of the counties, Wayne County to see what their MOU looked like. The board has brought up some concerns with working with the DEC. It was stated that the DEC can change their rules in the future and make you remediate again. It was suggested to bring in someone that the county has worked with in the past who could help. Mr. Gunther is looking into EPA funding for this project.

**Next Meeting**

Chairman Pangrazio announced that the next meeting is scheduled for Thursday August 27, 2020, at 1:30 p.m. in Room 303B at the Livingston County Government Center.

Agenda Item	Adjournment
	<p>Chairman Pangrazio asked if there was a motion to adjourn.</p> <p><i>A motion to adjourn was made by Ms. Hillier and seconded by Mr. Fuller.</i></p> <p>The motion carried.</p> <p>Chairman Pangrazio adjourned the meeting at 1:51 p.m.</p>

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist