

**Livingston County Land Bank Corporation**  
**Board of Directors Meeting**  
**November 19, 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; WILLIAM BACON, Economic Development; AMY DAVIES, Livingston County Treasurer; IAN COYLE, Livingston County Administrator

**Absent:**

**Staff:** JOSEPH GUNTHER, Community Development Specialist; 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 October 22, 2020</b>
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Chairman Pangrazio asked if there were any additions, corrections, or deletions to the October 22, 2020, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the October 22, 2020, meeting minutes was made by Ms. Hillier and seconded by Ms. Davies.*

The 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 \$168,083.35.

Total expenses were \$35,260.18. The Ending Balance equals \$132,823.17.

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

The motion carried.

<b>Agenda Item</b>	<b>Resolutions</b>
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**a. Resolution 6-20 Establishing Meeting Calendar for 2021**

The board would like to continue to have the meetings on the last Thursday of the month at 1:30pm with the exception of November and December which will be held on the third Thursday of the month due to the holidays.

*A motion to approve Resolution 6-20 Establishing Meeting Calendar for 2021 was made by Mr. Coyle and seconded by Mr. Fuller.*

The motion carried.

**b. Resolution 7-20 Electing Officers of 2021**

The board would like to keep the current officers for the year of 2021.

- Daniel Pangrazio: Chair & FOIL Appeal Officer
- Ian Coyle: Vice-Chair
- Amy Davies: Treasurer
- William Bacon: Secretary
- Shannon Hillier: FOIL Officer
- Angela Ellis: Executive Director

- Audit Committee: Amy Davies, Angela Ellis, William Fuller
- Finance Committee: Amy Davies, Ian Coyle, William Bacon
- Governance Committee: Ian Coyle, William Fuller, Shannon Hillier

*A motion to approve Resolution 7-20 Electing Officer of 2021 was made by Mr. Bacon and seconded by Mr. Fuller.*

The motion carried.

Agenda Item	Properties
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**a. 7 Grove Street, Mt. Morris**

**i. Sales Update**

Mr. Gunther spoke with the adjacent property owner about the board’s decision to sell the property in an “as is” condition. Ms. O’Grady has not given Mr. Gunther a yes or no answer on if she would like to buy the property at this time. The board would like to put a 2-week deadline on a decision to be made. Mr. Gunther will reach out to Ms. O’Grady and let her know of the board’s decision on a deadline. Mr. Gunther did report that the Village is open to acquiring the property if Ms. O’Grady does not want to purchase it. The board would like to include a deed restriction stating that the Village cannot turn around and sell the property for a profit in a certain amount of years. The board would also like to include a funding source restriction. Since Enterprise funds were used for the demolition, if the Village decides to sell the property, they would have to comply with only selling to an income restricted single family residence and would have to pay the Land Bank back. Enterprise would need to approve the language in the sales agreement with the Village or Ms. O’Grady.

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

**i. Habitat Update**

Mr. Gunther reported that work is continuing. Expected completion is around January or February of 2021. A \$82.18 reimbursement was paid for electrical materials.

**c. 140 Lima Road, Geneseo**

**i. Bidding Update**

Mr. Gunther reported that 3 bids were received.

1. Maracon Enterprises- \$271,000
2. Griffen Construction- \$150,000
3. Rightway Construction- \$43,000

Mr. Gunther and Ms. Ellis spoke with TY Lin and they recommend rejecting all bids, clarifying the bid package and then reopening the project for bids. TY Lin originally estimated \$50,000-\$60,000. After discussing the received bids and the previous cost estimate, TY Lin stated it was more likely \$80,000 - \$90,000 plus the foundation work. Ms. Hillier recommended reopening the bids with alternates. Having the bid for the house and the alternate being the foundation work.

*A motion to reject all bids and reopen bid with alternates was made by Mr. Coyle and seconded by Mr. Fuller.*

The motion carried.

**d. 1920 Buell Ave. K&K Stripping – Lima**

Ms. Hillier reported that herself and Gary Bowitch went through the DEC agreement in depth. Once finished being reviewed, Mr. Bowitch will approach the DEC with a request to change the agreement based on their comments.

Agenda Item	Other Business
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**a. LiRo Engineer**

Mr. Gunther distributed a draft contract with LiRo Engineers to the board. The board is still in favor of having LiRo Engineer on retainer for future projects. The board would like to have Mr. Gunther reach out and try to have them at the meeting in December so they can meet them.

*A motion to approve the contract following attorney review was made by Mr. Coyle and seconded by Mr. Bacon.*

The motion carried.

**b. 300 Leicester St. Caledonia**

Mr. Fuller and Mr. Pangrazio presented the property. It is believed the property might be a good demolition project. The board would like to consult with an engineer to see if they feel a demo is best, or if they feel it is more of a renovation project. The board would like to reach out to the property owner for a price to possibly acquire the property.

**c. 3 Mill St. Nunda**

Ms. Hillier mentioned this property as a possible renovation project. This property has a small business storefront downstairs and a 2-bedroom apartment upstairs. Ms. Hillier believes the owner may be willing to sell the property. The board feels like renovating the property as a residential property and then selling it

may be a viable option. Ms. Hillier is going to talk to the owners and get back to the board.

**d. 3092 Main St. Caledonia**

Mr. Pangrazio would like to get together with the current owner to see about scheduling a walk through and get some pictures to show the board.

<b>Agenda Item</b>	<b>Next Meeting</b>
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	Chairman Pangrazio announced that the next meeting is scheduled for Thursday December 17, 2020, at 1:30 p.m. in Room 205/208 at the Livingston County Government Center.
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<b>Agenda Item</b>	<b>Adjournment</b>
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	Chairman Pangrazio asked if there was a motion to adjourn.
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*A motion to adjourn was made by Mr. Coyle and seconded by Ms. Hillier.*

The motion carried.

Chairman Pangrazio adjourned the meeting at 2:18 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist