

**Livingston County Land Bank Corporation**  
**Board of Directors Meeting**  
**May 27, 2021**  
Meeting Minutes

**Members:** WILLIAM FULLER, Real Property Tax Services; DANIEL L. PANGRAZIO, Livingston County Board of Supervisors; WILLIAM BACON, Economic Development; AMY DAVIES, Livingston County Treasurer; IAN COYLE, Livingston County Administrator.

**Absent:** ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director; SHANNON HILLIER, Livingston County Attorney

**Staff:** JOSEPH GUNTHER, Community Development Specialist; JOCELYN BISHOP, Senior Typist

**Agenda  
Item**

**Call to Order and Welcome**

Chairman Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

**Agenda  
Item**

**Approval of Minutes from April 22, 2021 and May 12, 2021**

Chairman Pangrazio asked if there were any additions, corrections, or deletions to the April 22, 2021 or the May 12, 2021, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the April 22, 2021, meeting minutes was made by Mr. Fuller and seconded by Ms. Davies.*

*A motion to approve the May 12, 2021, meeting minutes was made by Mr. Coyle and seconded by Ms. Davies.*

The motions carried.

**Agenda  
Item**

**Treasurer's Report**

Ms. Davies reported per the distributed document: The starting balance was \$99,660.88.

Total expenses were \$2,486.80. The Ending Balance equals \$97,174.08.

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

The motion carried.

**Agenda  
Item**

**Resolution 1-2021 Adopting Certain Policies, Statements and Procedures**

No questions or concerns were brought up by the board regarding the current policies, statements and procedures. The board would like to keep them all the same as the previous years.

*A motion to adopt resolution 1-2021 was made by Mr. Coyle and seconded by Ms. Davies. The motion carried.*

Agenda Item	Properties
	<p>Mr. Coyle asked if the board was okay with amending the agenda to discuss the property at 7283 Webster Crossing Rd. first due to the fact that Gary Kone was present at the meeting.</p>
	<p><i>A motion was made to move the agenda to start with Habitat update on 7283 Webster Crossing Rd. was made by Ms. Hillier and seconded by Mr. Fuller.</i> The motion carried.</p>
	<p><b>a) 7 Grove St. – Mt. Morris</b></p>
	<p><b>i) Embankment Discussion/Motion</b></p>
	<p>Mr. Gunther updated the board. A meeting was held with Ms. Ellis, Mr. Gunther, Jason Wolfanger, Shannon Rice with the Livingston County Highway and Chris Young with the Village of Mount Morris Highway to discuss the clean-up of the site. It was determined that portions of the embankment are actually owned by Pathstone and not the land bank. Pathstone is okay with the highway department crossing over into their property to do the clean-up. The only thing that Pathstone is requiring is a copy of our liability insurance listing Pathstone as being covered. Mr. Young stated it will take them 4-5 days to clean-up the embankment. The clean-up is not to exceed \$4,000, but it is expected to cost less. Mr. Young stated he would like to have the clean-up completed no later than the end of May. The Village of Mount Morris wants to remove the sidewalk railing to make the sidewalk safer. They would also like to bring in dirt to add to the lawn. The Village would do the clean-up. The visual garbage will be cleaned up and disposed of. The Livingston County Highway Department is going to oversee the Village Highway. The Livingston County Highway Department is going to go in and hydroseed the property. The adjacent property owner is still interested in acquiring the vacant lot once the clean-up and removal of the sidewalk railing is completed.</p>
	<p><i>A motion to approve the Livingston County Highway Department to oversee the Village Highway Department to do the clean-up was made by Mr. Coyle and seconded by Ms. Hillier.</i> The motion carried.</p>
	<p><b>b) 7283 Webster Crossing Rd. – Springwater</b></p>
	<p><b>i) Habitat Update</b></p>
	<p>Gary Kone with Habitat came to update the board on the progress. The remodel is complete and Habitat is very pleased with the outcome. The house was appraised for \$115,000. A family is interested and has been approved for a mortgage. They are just waiting on a closing date. Mr. Kone invited the board to come visit to see the property. The board discussed and would like to schedule a time on Wednesday, April 28<sup>th</sup> to visit the property. The board would like to have a press release as well as a plaque and sign made up to commemorate the completion of the project.</p>
	<p><b>c) 140 Lima Rd. – Geneseo</b></p>
	<p><b>i) Bid Discussion</b></p>
	<p>Mr. Kone explained to the board his reasonings for why his quote for the remodel was much cheaper than the construction bids that were received. To start, Habitat has no profit motive. Habitat’s labor is donated; therefore, they don’t need to charge extra for labor fees. And lastly, Habitat does not mark up the price on materials. That being said, Habitat does have a couple concerns with the property. First being the extensive mold throughout the house. Habitat believes the mold can be remediated without the removal of the dry wall. Habitat does not believe the insulation has been compromised. No water</p>

damage was noted. A mold resistant primer with two coats of paint will go on all the walls. The board would like Mr. Kone to sample the mold and check the drywall prior to any contract being signed. The other concern Habitat has is the bowing of the basement wall. Habitat believes that can be fixed with a beam and bracket with excavation. Mr. Kone went on to discuss the extensive work planned to be done with the house. It is estimated that the remodel will cost about \$100,000.

Mr. Coyle asked Mr. Kone what Habitat's timing looked like for being able to start work on the property. Mr. Kone stated that Habitat can start the work immediately. Mr. Coyle also asked what the financial reimbursement looks like for the land bank? Mr. Kone replied that the land bank will receive a guaranteed amount of \$50,000 if the reimbursement is increased to \$75,000 and the land bank donates the property to Habitat. Mr. Kone also commented another route that can be taken is if the property sells for more than the expected \$100,000, the land bank could receive more. However, on the reverse side, if the remodel costs more than anticipated, the land bank may receive less than \$50,000.

*A motion to create a co-development agreement with Habitat, as long as we can get a \$50,000 minimum reimbursement was made by Mr. Coyle and seconded by Mr. Fuller. The motion carried.*

*A motion to reject the construction bids was made by Ms. Hillier and seconded by Mr. Coyle. The motion carried.*

**d) 1920 Buell Ave. K&K Stripping - Lima**

Ms. Hillier updated the board. Everything is all good with the Department of Conservation. The project will go to Ways of Means on Monday. Ms. Hillier recommends that the land bank controls the project and the County keeps the title. The board agrees with Ms. Hillier's recommendation. Ms. Hillier asked the board if the land bank is supposed to get any of the proceeds from the sale of the property? The board feels that the land bank should get some money back from the proceeds. Ms. Hillier reported that the Department of Conservation still will not commit to a time table for the project.

**Other Business**

**a) 34 Linden Street - Livonia**

This property has not been placed on the market yet. It is unsure if the property will go to auction or if it will go on the market. Mr. Gunther will reach out to the realtor to see if we can see the property prior to it going on the market.

**b) 300 Leicester Street - Caledonia**

Possible opportunity for a remodel. Mr. Gunther is going to try to set up a time to visit the property.

**c) 3092 Main Street - Caledonia**

Enterprise estimated the rehab of the property to cost approximately \$750,000. The board is questioning about a possible demo for the property. The board is unsure how the Village and community will feel about a demolition of the property. Chairman Pangrazio will check to see if he can get any insight.

**Agenda  
Item**

**Next Meeting**

Chairman Pangrazio announced that the next meeting is scheduled for Thursday May 27, 2021, at 1:30 p.m. in Room 205/208 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. Coyle and seconded by Ms. Hillier.*

The motion carried.

Chairman Pangrazio adjourned the meeting at 2:46 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist.