

**Livingston County Land Bank Corporation**  
**Board of Directors Meeting**  
**October 28, 2021**  
**Meeting Minutes**

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

**Absent:** DANIEL L. PANGRAZIO, Livingston County Board of Supervisors

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

**Agenda  
Item**

**Call to Order and Welcome**

Mr. Coyle called the meeting to order at 1:31 p.m. and welcomed the group.

**Agenda  
Item**

**Approval of Minutes from September 23, 2021**

Mr. Coyle asked if there were any additions, corrections, or deletions to the September 23, 2021 Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the September 23, 2021, meeting minutes was made by Mr. Bacon and seconded by Ms. Hillier.*

The motion carried.

**Agenda  
Item**

**Treasurer's Report**

Ms. Davies reported per the distributed document: The starting balance was \$213,887.12

Total expenses were \$2,842.71. The Ending Balance equals \$211,044.41.

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

The motion carried.

**Agenda  
Item**

**2022 PARIS Budget**

Mr. Gunther went over the distributed documents with the board. The board agreed to tentatively put down that the County will contribute \$50,000 for the year of 2022. Ultimately, it is the Board of Supervisors decision. Mr. Coyle asked if an unbalanced budget can be submitted to PARIS? Mr. Gunther and Ms. Hillier both stated that PARIS would accept an unbalanced budget.

*A motion to approve the PARIS budget as shown was made by Ms. Hillier and seconded by Mr.*

**Bacon.**

The motion carried.

<b>Agenda Item</b>	<b>Properties</b>
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**a) 7283 Webster Crossing Rd. – Springwater**

Mr. Gunther reported that Mr. Kone is still waiting on some insurance documents from Barefoot Septic. Once those are received, he will send them to Mr. Gunther for the board to review for possible reimbursement. The board would like to give Habitat a deadline of November 30<sup>th</sup> to get everything back so the board can review them before the end of the year.

**b) 140 Lima Rd. – Geneseo**

**i. Sale to Habitat**

Ms. Hillier stated that the sale to Habitat should close any day now. Habitat is continuing work. Mr. Gunther reported that it appears that a majority of the interior work has been completed. Mr. Gunther is going to email the board members pictures of the property.

**c) 1920 Buell Ave. K&K Stripping – Lima**

**i. Bid Review**

There were four bids received.

1. Regional Environmental Demolition- \$32,885.00
2. Empire Dismantlement Corp- \$72,000.00
3. Finger Lakes Envirotech LLC- \$34,500.00
4. Bronze Contracting, LLC- \$37,740.00

Finger Lakes Envirotech LLC did not include a subcontractor list, which the board has previously decided that would be an automatic disapproval. TY Lin is going to review the bids that were received.

**ii. Awarding Bid**

Mr. Gunther asked for a motion to award the base bid to Regional Environmental Demolition, subject to the review and recommendation by TY Lin, the Executive Director and the County Attorney.

*A motion was made by Mr. Bacon and seconded by Ms. Davies.*

The motion carried.

**iii. Air Monitoring Quotes**

Mr. Gunther went over the distributed document with the board. The board agreed that they would like to go with Atlantic Testing Laboratories because they come recommended by TY LIN.

*A motion was made to go with the quote from Atlantic Testing Laboratories for the air monitoring was made by Mr. Fuller and seconded by Ms. Hillier.*

The motion carried.

**e) 24 Stanley St. – Mt. Morris**

Mr. Gunther presented the documents provided by LiRo to the board. LiRo recommended

rehabilitation of the property. LiRo’s rehabilitation cost estimate was a worst-case scenario. Mr. Perkins recommended that the landbank put out an RFP for a design build, meaning getting a very detailed RFP. Ms. Ellis would like to ask Mr. Perkins for an example of one he has done in the past so the board can use it as a reference. Some board members are worried that some contractors may not want to bid if the landbank choosing to go the design build route. The board would like to ask LiRo to put together a list of what is needed in order to obtain a certificate of occupancy before putting the rehabilitation out to bid.

**f) 32 Jefferson St. – Dansville**

Mr. Gunther presented the documents proved by LiRo to the board. LiRo recommends demolition of the property. The board was curious if they could reach out to Regional Environmental Demolition to see if they would do the demo on this property since they are already coming out to do the demolition of 1920 Buell Ave. The County Attorney, Ms. Hillier believes this is not acceptable as there is no option for a competitive bid. Mr. Gunther is going to have TY Lin to put together a demolition bid package.

**Other Business**

Mr. Gunther presented the distributed documents from Brown and Brown regarding general liability insurance. The board would like Mr. Gunther to pull together some alternative options to bring to the next meeting for discussion.

**Agenda Item**

**Next Meeting**

Mr. Coyle announced that the next meeting is scheduled for Thursday November 18, 2021, at 1:30 p.m. in Room 205/208 at the Livingston County Government Center.

**Agenda Item**

**Adjournment**

Mr. Coyle asked if there was a motion to adjourn.

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

The motion carried.

Mr. Coyle adjourned the meeting at 2:19 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist.