

**Livingston County Land Bank Corporation**  
**Board of Directors Meeting**  
**March 24, 2022**  
**Meeting Minutes**

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

**Absent:** IAN COYLE, Livingston County Administrator

**Staff:** JOSEPH GUNTHER, Community Development Specialist; MEGAN CROWE, Senior Planner;

**Guests:**

**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 February 24, 2022**

Chairman Pangrazio asked if there were any additions, corrections, or deletions to the February 24, 2022 Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the February 24, 2022 meeting minutes was made by Ms. Davies and seconded by Ms. Hillier.*

The motion carried.

**Agenda  
Item**

**Treasurer's Report**

Ms. Davies reported per the distributed document: The starting balance was \$71,342.58.

Total expenses were \$2,808.55. Total deposits were \$106,050.26 The Ending Balance equals \$174,584.29.

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

The motion carried.

**Agenda  
Item**

**Mobile and Manufactured Home Replacement Program**

Mr. Gunther reported a partnership framework and schedule for the Mobile and Manufactured Home Partnership with Cattaraugus Community Action. The framework outlined responsibilities of both organizations in the partnership and outlined a schedule for pre-application and application time frames.

*A motion to approve the partnership framework and schedule of the Mobile and Manufactured Home Replacement Program was made by Ms. Hillier and seconded by Mr. Fuller.*

The motion carried.

**Agenda  
Item**

**Properties**

**a) 24 Stanley St. – Mt. Morris**

Mr. Gunther reported that LiRo Engineers is working on a bid package and drawings. The documents will be complete once

**b) 32 Jefferson St. – Dansville**

Mr. Gunther reported that LiRo has drafted a bid package and demolition drawings. The documents are being reviewed by Mr. Gunther, Ms. Ellis and Ms. Hillier.

Mr. Gunther, Ms. Ellis and Ms. Hillier are scheduling a meeting with Jeff Perkins at LiRo to take place the week of March 28, 2022 to review the bid package and drawings.

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

Mr. Gunther reported that he awaits information from the DEC on scheduling the removal of the building footings and cleanup of contaminated soils.

**Agenda  
Item**

**Other Business**

**a) ARPA Disbursement**

Mr. Gunther reported that the Livingston County Board of Supervisors at its meeting on Wednesday March 23, 2022 approved the Land Bank’s disbursement request of \$500,000.00 from American Rescue Plan Act (ARPA) funding. Mr. Gunther and Chairman Pangrazio thanked the Land Bank Board for their work on the presentation to the Board of Supervisors.

**b) Supportive Housing Project**

Ms. Crowe provided an update to the Land Bank Board on the project’s progress. She reported that the County Planning Department staffers held calls with officials at NYS Homes and Community Renewal and are looking to apply for HOME-ARPA funds once the funding round is announced. She reported that the Planning Department has ordered an appraisal of the two motel properties in Avon being considered for acquisition. The appraisal is being conducted by Bruckner, Tillett, Rossi, Cahill & Associates, at a quoted cost of \$3,900.00.

Ms. Crowe reported that she and others are working on a presentation about the project to be delivered to the Board of Supervisors Public Services Committee at its meeting on April 11, 2022.

Agenda Item	Other Business
	<p><b>a) 140 Lima Rd. – Geneseo</b></p> <p><i>A motion to enter into executive session to discuss potential litigation was made by Ms. Ellis and seconded by Ms. Hillier.</i></p> <p>The motion carried. The Board entered into executive session.</p> <p><i>A motion to exit executive session was made by Mr. Fuller and seconded by Ms. Hillier.</i></p> <p>The motion carried. The Board exited executive session.</p> <p>Report on executive session: No action taken.</p>
Agenda Item	Adjournment
	<p>Chairman Pangrazio asked if there was a motion to adjourn.</p> <p><i>A motion to adjourn was made by Mr. Bacon and seconded by Ms. Hillier.</i></p> <p>The motion carried.</p> <p>Chairman Pangrazio adjourned the meeting at 2:32 p.m.</p>

Respectfully submitted, William Bacon, Secretary

Recorded by, Joseph Gunther, Community Development Specialist