

Livingston County Land Bank Corporation
Board of Directors Meeting
October 24, 2024
 Meeting Minutes

Members: WILLIAM BACON, IAN COYLE, AMY DAVIES, ANGELA ELLIS, WILLIAM FULLER, SHANNON HILLIER, DANIEL L. PANGRAZIO

Staff: MEGAN CROWE, Planning Director; NATE COLE, Community Development Specialist, AMY LUTZ, Administrative Secretary

Agenda Item	Call to Order and Welcome
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Mr. Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

Agenda Item	Approval of Minutes
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Mr. Pangrazio asked if there were any additions, corrections, or deletions to the September 26, 2024 Draft Meeting Minutes.

A motion to approve the September 26, 2024, meeting minutes was made Ms. Hillier and seconded by Mr. Bacon. The motion carried.

Agenda Item	Treasurer’s Report
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Ms. Davies reported for the month of September per the distributed document:
 Account # 7988: The starting balance was \$277,039.88. Total expenses were \$29,179.35. Total deposits were \$0. The Ending balance equals \$247,860.53.

Account # 6363: The starting balance was \$133,744.64. Total expenses were \$15,661.14. Total deposits were \$0.00 The Ending Balance equals \$118,083.50.

A motion to accept the Treasurer’s Report was made by Mr. Coyle and seconded by Ms. Hillier.
 The motion carried.

Agenda Item	2025 Land Bank Budget
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The budget was presented by Mr. Cole. Mr. Pangrazio asked if there was any questions or concerns regarding the 2025 Land Bank Budget. *A motion to accept the 2025 Land Bank Budget was made by Ms. Davies and seconded by Ms. Hillier.* The motion carried.

Agenda Item	Properties/Projects
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Mr. Cole gave an update on the following properties:

- A. 32 Jefferson St. – Dansville
 - 1. A tree on the left side of the lot had to be removed.
 - 2. Foundation is going in now, after this is completed we will pay the 3rd draw and the home can be installed.
 - 3. We have payed draws 1, 2, and 4. Mike wanted the 4th draw paid early so he would have funds for purchase/delivery of the modular home.
 - 4. Tony Scorsonone has been sent the floor plans and is working on putting together information to sell.
 - 5. Dansville CEO Tammy has told me that the house next door is going to be told that they have to clean up their backyard.
 - 6. The house is scheduled to be delivered on November 6 and to be craned on the foundation on November 7. The house should be completed about 6 weeks after the set.

Next Step:

 - 1. Pay the final draw when the foundation/driveway is finished.
 - 2. Start preparing for the sale of the property.

- B. 52 W. Main St. – Avon
 - 1. The demolition of the property was completed on Monday September 3rd and the property has been backfilled.

2. There were two amendments to the contract for the demo. Requirements for lab testing of backfill materials were waived and the use of local materials that were inspected by LiRo engineers was approved by Ian and LiRo. Additionally, the requirement for review and approval of Wargo's health and safety plan by a certified industrial hygienist was waived. In lieu of approval by a CIH, we received written confirmation that Wargo would adhere to the HASP they presented us along with a \$500 credit for not having to go through this process.
3. Currently we are in contact with Lou Giorgione and his partner Samnang Pech about purchasing the lot. They own the house next door, 46 W Main.

Next step:

1. Working with Shannon on the sale of the property

C. 1 Price St. – Nunda

1. Tony's recommendations:
 - a) Have the personal property and "junk" left onsite removed, and a deep cleaning completed.
 - b) You have several points of entry for rodents, and they should be covered.
 - c) A safety concern is the opening under the front stoop. A child can easily crawl in there and be injured.
 - d) The only repairs I'd suggest are the addition of functional door and maybe fix the front staircase.
2. Regarding the sale he recommended to list the property for \$49,900 - \$54,900 with no offers considered for a week. In its current condition, our buyer would need to be cash. Expect seller closing costs to run 8%, and that may be less. If we can get on the market prior to the snow falling and hunting season, we may be able to attract multiple offers and push the sale price upward. If all utilities are operational, we may be able to work with bank financed buyers as well and possibly could attract buyers looking to flip the property.
3. Nate has reached out to local contractors to get quotes for work on the property.

Next Step:

1. Handyman/contractor to fix up these couple issues then we can list it.
2. Looking at dividing the property into 3 lots to sell.

Suggestions were made. A financed offer could be possible if appliances were offered and property was cleaned. Potential contractors were discussed. Tony was asked about splitting the lot and he suggested to not split it. A larger piece of property would be more valuable. The Board decided to not subdivide the property and to clean the property and prepare for market.

D. 24 Stanley St. – Mt. Morris

1. Potential asbestos found, was encapsulated where the tape is in the right picture
2. The pipe on the left is not fully sealed to the outside and has now been plugged.
3. Paint is chipping in one of the upstairs bedrooms.
4. The endcaps have to be filled in on the front porch roof.
5. Pete Vonglis is handling the opening by the pipe, the paint, and the roof.
6. Tony has been informed that we need to have smoke detectors and carbon monoxide detectors installed before closing.
7. Closing Nov 1st.

Next Steps:

1. Prepare for closing Nov 1st.

A motion to approve RESOLUTION No. 4 – 2024, RESOLUTION AUTHORIZING DISPOSITION OF TITLE TO A PROPERTY LOCATED AT 24 STANLEY STREET IN THE VILLAGE OF MOUNT MORRIS. Mr. Coyle moved to approve and Mr. Fuller seconded. The motion carried.

Mr. Fuller clarified the tax will be prorated.

E. Mobile Home Replacement Project-

1. Meyers Road: Code inspections has been done and C of O issued and client moved in, all work is complete by the home installer with the exception of the A/C unit which has not been delivered yet. The septic system has been completed and inspected by the county health department.
2. Scenic View drive: The new unit is set and will be ready for code inspection as soon as the skirting is pared, decks/steps built, and most importantly the client gets his new propane company to set and connect his tank (they gave him a long lead time, Jeff asked him to explain the situation and see if they can expedite the installation, or at least set a temporary 100 pound tank to allow for code to sign off), this unit with the exception of the propane will be completed this week. The septic system has been completed and inspected by the county health department.
3. Partridge Corners Road: Asbestos abatement has been completed, the old home has been demolished, the foundation for the new home has been formed and poured, and the unit has been delivered. The septic contractor has started his work and should be completed this week.
4. Jeff has submitted his first draw for \$351,051.
5. We are working on getting an extension with the state until Dec 31st.

Next Steps:

1. Submit reimbursement forms to the state.
2. Get an extension of the CDBG grant.

Septic overage was discussed.

Agenda Item	Other Business
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| | <ul style="list-style-type: none">• The LBI Phase 1 Renewal Grant is submitted.• King Cole Bean is a demo being looked at.• Mr. Bacon discussed a vacant demolition grant. Mr. Coyle suggested we be purposeful of density, looking for multiple properties in the same area.• Mr. Pangrazio asked about the downtown mixed use parcels in villages, private and bank owned.• Ms. Ellis mentioned that as we cycle through the properties we should not be paying certain costs i.e.: water, sewer, etc. It was decided that decisions will be made by the Board per property.• Mr. Cole asked if Board Members want to be copied on NY Land Bank Association notices for Board Meetings. Members unanimously said no.• Ms. Crowe informed the Board that in PSC in November we will have the Agreement between the County and Land Bank for Administrative Services.• The next meeting will be November 21, 2024. |
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Agenda Item	Adjournment
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Mr. Pangrazio asked if there was a motion to adjourn. <i>A motion to adjourn was made by Ms. Hillier and seconded by Mr. Fuller.</i> The motion carried. Mr. Pangrazio adjourned the meeting at 2:16 p.m.

Respectfully submitted, William Bacon, Secretary
Recorded by, Amy Lutz, Administrative Secretary