

STEUBEN COUNTY LAND BANK CORPORATION (SCLBC)

Monday, January 7, 2019

11:15 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

PRESENT: Scott J. Van Etten, Chair, Steuben County Legislator – District 13
Joseph J. Hauryski, Vice Chair, Steuben County Legislature Chairman – District 8
Jack K. Wheeler, Steuben County Manager
Pat Donnelly, Steuben County Commissioner of Finance
John Buckley, Mayor, City of Hornell

OTHERS: Mitchell Alger, Steuben Deputy County Manager/SCLBC Executive Director
Jennifer Prossick, Steuben Deputy County Attorney
Tammy Hurd-Harvey, Steuben County Deputy Commissioner of Finance
Amy Dlugos, Steuben County Planning Director
Matt Sousa, Steuben County Senior Planner
Jeanne Glass, Arbor Development
Danielle Kenny, Arbor Development
Carol A. Ferratella, Steuben County Legislator – District 13
Kelly H. Fitzpatrick, Steuben County Legislator – District 3
K. Michael Hanna, Steuben County Legislator – District 5
Hilda T. Lando, Steuben County Legislator – District 2
John V. Malter, Steuben County Legislator – District 4
Frederick G. Potter, Steuben County Legislator – District 10

ABSENT: Bill von Hagn, Mayor, Village of Bath
Mark Ryckman, Corning City Mayor

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 11:15 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 5, 2018, MEETING MADE BY MR. DONNELLY. SECONDED BY MAYOR BUCKLEY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DISCUSSION/ACTION ITEMS

A. **Treasurer's Report** – Mr. Alger distributed the Treasurer's Report for review. Mr. Donnelly commented we did get paid for the Onondaga sale.

B. **Transition of Executive Director Duties** – Mr. Alger stated they had a meeting Friday with the Steuben County Planning Director, Arbor and others to talk about the plan for transition. The consensus was for a collaborative taking on of duties. The Planning Department will be taking on the Executive Director duties effective January 11th. He recommended the Board appoint Amy Dlugos as the interim Executive Director.

MOTION: APPOINTING AMY DLUGOS, STEUBEN COUNTY PLANNING DIRECTOR, AS INTERIM EXECUTIVE DIRECTOR EFFECTIVE JANUARY 11, 2019, MADE BY MR. DONNELLY. SECONDED BY MR. HAURYSKI. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Wheeler commented Mr. Alger has done a great job detailing the duties and the things that he has done and has been very helpful. Mrs. Dlugos will be the point person, but Arbor has also volunteered to help with a number of things as well.

C. Sales/Project Updates

- *232 Onondaga (Corning)* – We have sold and closed on this property and the property has been removed from our insurance. Mr. Van Etten asked how did we make out net? Mr. Alger stated he does not remember the numbers, but will get that to the Board. The bottom line is we had \$177,000 come for revenue that is unrestricted. Mr. Van Etten commented for the future it would be helpful to do a post audit which will help us to forecast future ones. Mr. Alger stated he thinks they had done that when we accepted the offer and he has those figures and will send them out.
- *161 Kingsbury (Corning)* – Ms. Glass stated they recently showed this property to the same gentleman for the second time and he dropped off an offer for \$100,000, but called to let us know that he sent a letter that includes some changes, but we have not gotten that yet. Mrs. Kenny stated she did talk with the gentleman this morning and he will be delivering the letter to us today. Mr. Alger commented it is promising that there is some interest. Mr. Van Etten asked was this the property that we lowered the price to \$115,000? Mr. Alger replied yes. We had a little over \$100,000 into it.
- *23 Wells (Hornell)* – Mr. Alger stated Arbor will continue to work with Habitat for Humanity to see if they are still interested.
- *137 East Washington Street (Bath)* – Mr. Alger stated they will be meeting next Wednesday with Franzese to go over the development enforcement mechanism which will ensure that the project gets done within one year.
- *148 Terry Street (Hornell)* – Mr. Alger informed the Board they received two bids from CNE for \$87,680 and Griffin for \$78,200. He recommended awarding to the low bidder, Griffin. Ms. Glass stated Griffin has done some Chemung County Land Bank properties for us. We did call Griffin to check if he bid the exact materials as specified. He has just ball-parked the figures, but understands what is required. Mr. Donnelly asked will the contractor be replacing the asbestos shingles on the back porch roof? Ms. Glass replied the contract will be tearing off the roof from the back porch and leaving it open.

MOTION: AWARDING THE BID FOR REHABILITATION OF 148 TERRY STREET IN HORNELL TO THE LOW BIDDER, GRIFFIN FOR \$78,200 MADE BY MR. HAURYSKI. SECONDED BY MAYOR BUCKLEY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger stated in conjunction with this, they also received two quotes for asbestos abatement from LCP Group for \$10,500 and Sunstream for \$4,327. He recommended awarding the low bidder, Sunstream.

MOTION: AWARDING THE QUOTE FOR ASBESTOS ABATEMENT AT 148 TERRY STREET IN HORNELL TO THE LOW BIDDER, SUNSTREAM FOR \$4,327 MADE BY MR. WHEELER. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

- *159-161 Columbia Avenue (Corning)* – Mr. Alger stated we have reviewed the abstract and deed and both are clear. We asked Habitat for Humanity for a sample agreement, however, we have not heard back from that. Habitat for Humanity will cover the expenses of the legal work for transferring the property. He stated that Ms. Prossick will need to determine how much legal work will be required for this contract and we will need to stay on top of them and make sure that the project gets done in a timely manner.

D. **Enterprise Grant Award Update** – Mr. Alger informed the Board that he has not yet received the contract, but the grant is likely to start in the second or third quarter of 2019. When they awarded the initial \$550,000 they indicated there will probably be a second round of awards. It would behoove this group to get enough properties in the queue and get them done so you can get subsequent rounds of funding. He stated they have put three demo projects and three rehab projects in this grant.

E. **ABO Training & Policy Requirements** – Mr. Alger reminded the Board members to sign up for their ABO training. There are still some slots available on January 23rd.

F. **Ratification of Resolution for Sale of 232 Onondaga** – Mr. Alger stated the Board via email had ratified approval of the sale of the property located at 232 Onondaga Street in Corning. He requested a resolution authorizing the Land Bank to sell the property.

MOTION: AUTHORIZING AND RATIFYING THE SALE OF THE REHAB PROPERTY LOCATED AT 232 ONONDAGA STREET IN CORNING FOR \$177,422.12 MADE BY MAYOR BUCKLEY. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. **OTHER BUSINESS**

A. **Next Meeting** - The next meeting has been scheduled for Wednesday, February 6, 2019, at 10:30 a.m. or immediately following the AIP Committee.

Mr. Van Etten stated that he would like to thank Mr. Alger for leading us through our first year.

MOTION: TO ADJOURN MADE BY MR. DONNELLY. SECONDED BY MAYOR BUCKLEY. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature