

STEBEN COUNTY LAND BANK CORPORATION (SCLBC)

Wednesday, November 6, 2019

10:30 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
Bill von Hagn, Mayor, Village of Bath

OTHERS: Amy R. Dlugos, Planning Director/Interim SCLBC Executive Director
Jennifer Prossick, Steuben County Attorney
Jeanne Glass, Arbor Development
Danielle Kenny, Arbor Development
Roco Soda, Arbor Development
Carol A. Ferratella, Steuben County Legislator – District 13
Kelly H. Fitzpatrick, Steuben County Legislator – District 3
Hilda T. Lando, Steuben County Legislator – District 2

ABSENT: Mark Ryckman, Corning City Manager

I. CALL TO ORDER

Mr. Van Etten called the meeting to order at 10:30 a.m. and led the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 2, 2019, MEETING MADE BY MR. DONNELLY. SECONDED BY MAYOR VON HAGN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

III. DISCUSSION/ACTION ITEMS

A. **Treasurer's Report** – Mr. Donnelly presented the Treasurer's Report for review.

B. **Project Updates – LISC Grant**

- *23 Wells (Hornell)* – Mrs. Dlugos reminded the board this is the property they are selling for a parking lot. The purchase and sale agreement has been signed and the closing will be held within days.
- *137 East Washington (Bath)* – Mrs. Dlugos stated we are looking into a partnership with Habitat for Humanity. We sent them the development guarantee language and their attorney is reviewing that.
- *159 Columbia (Corning)* – Mrs. Dlugos informed the committee this is another Habitat for Humanity project and the closing documents are being reviewed by their attorney. Mr. Soda stated Habitat for Humanity will be bringing in their crew and are looking at the end of May to start the new build. As long as the subfloor is in, they will frame the house within 48 hours. That project is scheduled for May 17th.

- *148 Terry (Hornell)* – Ms. Glass informed the committee they did their final walk through last week and everything is completed. She distributed a handout which includes some final pictures. Once we get the approval of the final sale price, we will set the open house. The appraisal came in at \$86,000 and we are hoping to put it on the market for \$89,000. She stated they are looking at two open house dates; the first would be Monday, November 11th from 11am – 2pm and the second will be Wednesday, November 13th from 3pm – 6pm. This project turned out really nice. Mayor Buckley commented this is very exciting for this neighborhood.

Mrs. Lando asked what did we have into this? Ms. Glass replied we had \$94,985 invested. If we were to sell this property for \$89,900, we would lose \$5,000. However, to put in a whole new home, we would not have been able to do that for this price. Mr. Donnelly commented the goal is to rehabilitate homes, not to make money.

Mrs. Kenny stated with the Enterprise Grant, they are suggesting going to more of an environmental review process where we would look at the flood plain, distance to railroads, roadways, airports, etc. We also would look to see if there is any special data. They have instructed us if there are any red flags, then we would need to do a full phase I. By doing this, we will be able to save money.

MOTION: SETTING THE SALE PRICE FOR 148 TERRY STREET SITUATE IN HORNELL, NY AT \$89,900 MADE BY MR. DONNELLY. SECONDED BY MAYOR BUCKLEY. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

C. Project Updates – Enterprise Grant

- *Site Visits* – Mrs. Dlugos stated Enterprise was scheduled to come down today to do a site visit, however, have cancelled. Once they set a new date, they would like to meet some of the board members.
- *278 Chestnut Street (Corning)* – Ms. Glass informed the board that this rehabilitation has been put out to bid. The struggle is that they have the same couple of contractors bidding. We have done a big outreach to try to engage more contractors. We held a bid conference yesterday and three contractors showed up and another bid conference has been scheduled for Friday, November 8th. We anticipate the bids to be back for your award at the December meeting. Ms. Glass stated that for winterization they turned on the utilities and discovered water leaks which were repaired. We will be contacting Corning Gas to have them turn on the gas. Mrs. Kenny stated they have received a quote of \$4,500 from LCP Group for the abatement of this property.

Mr. Van Etten asked is it a violation to have only one or two contractors bidding projects? Ms. Glass replied no, but the prices keep increasing. Mr. Van Etten asked are some of the contractors already booked? Mr. Soda replied this is a regular problem as many of the contractors are already booked.

MOTION: ACCEPTING THE QUOTE OF \$4,500 FROM LCP GROUP FOR THE ABATEMENT OF THE PROPERTY LOCATED AT 278 CHESTNUT STREET SITUATE IN CORNING, NY MADE BY MR. DONNELLY. SECONDED BY MR. HAURYSKI. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

- *8867 SR 415 (Campbell)* – Mr. Donnelly stated this property has to go through the foreclosure process again to provide notice. We will give notice this week and the owners will have 90 days to redeem.
- *24 Ames Street (Addison)* – Mrs. Dlugos stated they are almost ready to close on the property and the Village has waived the water taxes. Mr. Soda stated this is located on a really nice street and it has a nice lot.

- *24 Baldwin Avenue (Addison)* – Mrs. Dlugos noted this was previously listed as Tuscarora Street Extension. We sent to Habitat for Humanity the same agreement we had for Columbia Street in Corning and we struck out the language regarding the utility bill. This has been sent to their attorney for review. As before, they will pay half of the demolition expense. Our hope is to do Baldwin and Ames under one bid package. She stated Habitat for Humanity is working with code enforcement to have this property condemned.
- *1480 Chestnut Street (Hornellsville)* – Mrs. Dlugos stated this is a former Cornerstone property. We did sign the purchase and sale agreement for \$12,000 and are getting the closing documents together.
- *9187 CR 74 (Pulteney)* – Mrs. Dlugos stated this is a former Cornerstone property. We did sign the purchase and sale agreement for \$4,500 and are getting the closing documents together.

MOTION: AUTHORIZING THE INTERIM EXECUTIVE DIRECTOR TO SIGN THE CLOSING DOCUMENTS RELATIVE TO THE PURCHASE OF PROPERTIES LOCATED AT 1480 CHESTNUT STREET IN HORNELLSVILLE AND 9187 CR 74 IN PULTENEY MADE BY MR. WHEELER. SECONDED BY MAYOR VON HAGN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Ms. Glass commented with these two properties we cannot winterize at this point and will need to touch base with the bank. Mr. Soda explained these properties will be drained and winterized, however, there is no need to get the heat on yet.

IV. OTHER BUSINESS

A. **Anti-Sexual Harassment Training** – Mrs. Dlugos reminded the members to turn in their certifications.

B. **Board Evaluation Forms** – Mrs. Dlugos distributed the board evaluation forms; these are an annual evaluation which will be included in the annual report.

C. **2020 Budget** – Mrs. Dlugos distributed and reviewed the 2020 budget with the board. We are estimating \$810,000 in revenue and \$629,310 in expenses. This will also need to be posted on the PARIS site.

MOTION: APPROVING THE 2020 BUDGET AS PRESENTED MADE BY MR. DONNELLY. SECONDED BY MR. WHEELER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

D. **Painted Post Property** – Mrs. Ferratella asked if we had heard anything further from Habitat for Humanity regarding a property in Painted Post. This property had been owned by Habitat for Humanity, however, they determined it was too expensive and we had talked about seeing if they would donate it to the Land Bank. Mrs. Dlugos stated this building was a duplex and had fairly large square footage. If we turned it into one home, we would not be able to do it with grant funding. Mr. Donnelly stated you would have to sell it at a loss and only someone above the guidelines would be eligible to purchase. Mrs. Dlugos commented we do not have space in our grant funding now for this. She also does not know if this would be a tear down. Mr. Soda stated he could go and evaluate the property. Mrs. Dlugos stated we can talk about it if Arbor would evaluate it.

E. **Appointment of Executive Director** – Mr. Van Etten stated currently Mrs. Dlugos is appointed as the interim Executive Director and we should appoint her as the Executive Director.

MOTION: APPOINTING AMY DLOGOS EXECUTIVE DIRECTOR OF THE STEUBEN COUNTY LAND BANK CORPORATION MADE BY MAYOR BUCKLEY. SECONDED BY MR. DONNELLY. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

F. **Next Meeting** – The next meeting has been scheduled for Wednesday, December 4, 2019, at 10:30 a.m.

MOTION: TO ADJOURN MADE BY MAYOR VON HAGN. SECONDED BY MAYOR BUCKLEY. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature