

Lawrence County Land Reutilization Corporation

Committee Meeting Minutes

January 11, 2018 @ 10:06AM

I. Call to order

Stephen Dale Burcham called to order the meeting of the Lawrence County Land Reutilization Corporation Committee at 10:06AM on January 11, 2018 located at 327 Vernon St. Ironton, Ohio.

The following persons were present:

Board Members

- Stephen Dale Burcham, Treasurer of Lawrence County and Chair
- Terri Smith Designee for Katrina Keith, Mayor City of Ironton
- DeAnna Holliday, Commissioner of Lawrence and Vice Chair

Absent Board Members

- Katrina Keith, Mayor of Ironton
- Bill Pratt, Commissioner of Lawrence County & Summer Sullivan designee for Bill Pratt
- Tyler Walters Fiscal Officer for Upper TWSP and Craig Thomas Tyler Walters Designee

Land Bank Staff

- Marie McKenzie, Lawrence County Deputy Treasurer
- Thomas Schneider, Land Bank Director
- Fredrick Fisher Jr., Attorney for McCown and Fisher

Public Attendees

- Carla Salyers
- Danny Sullivan

II. Prior Minutes

Resolution (Item 17.10) Motion made by DeAnna Holliday to accept prior meeting minutes as emailed. Second by Stephen Dale Burcham. All agreed. Motion passed.

III. Old business

A. Resolution (Item 17.99) Entered Executive Session with Danny Sullivan of Danny Sullivan Excavating at 10:20AM to discuss contracts. Motion made by Stephen Dale Burcham to begin Executive Session. Second by DeAnna Holliday. All agreed. Motioned passed. Roll call Stephen Dale Burcham, DeAnna Holliday, and Terri Smith present. Additional parties present were: Fredrick Fisher Jr., attorney, counsel for Lawrence County Land Reutilization Corporation, Thomas Schneider Administrator and Marie McKenzie Deputy Treasurer. Executive session ended at 10:45AM. Regular business resumed. Rolled called. Stephen Dale Burcham, DeAnna Holliday, and Terri Smith present.

I. New Business

A. Resolution (Item 18.01) Motion made by DeAnna Holliday to donate the property located at 590 Co Rd 31 to the Chesapeake Little League contingent upon their commencement of the planned improvements with-in twelve-months. Second by Terri Smith. All agreed. Motion passed.

B. Resolution (Item 18.02) Motion made by Stephen Dale Burcham contingent of a BOR entry rescinding the transfer of 2033 S. 12th Ironton, OH, 94 TWP Rd 1187 South Point, OH, and 16 TWP 1187 South Point, OH and supporting documentation from the prosecuting attorney's office. The Land Bank will Quit Claim Deed their potential interest in the above subject properties back to the prior owners. Second made by DeAnna Holliday. All agreed. Motion

passed.

C. Resolution (Item 18.03) Motion made by Deanna Holliday to award asbestos sampling contracts on Packet #8 to Diamond Environmental for amount of \$4,500.

D. Resolution (Item 18.04) Motion made by Deanna Holliday to award asbestos sampling Contract on Packet #9 for amount of \$4,000. Second by Stephen Dale Burcham. All agreed. Motion passed.

E. Resolution (Item 18.05) Motion made by DeAnna Holliday to award Demolition Contract Packet #11 to Danny Sullivan Excavating for the amount of \$33,050 Second by Stephen Dale Burcham. All agreed. Motion Passed.

F. Resolution (Item 18.06) Motion made by Stephen Dale Burcham to award Demolition Contract Packet #12 to Womack Excavating, LLC. for the amount of \$5,000. Second by DeAnna Holliday. All agreed. Motion passed.

G. Resolution (Item 18.07) Motion made by Stephen Dale Burcham to award Demolition Contract Packet #13 to Southern 52 Excavating, Inc. for the amount of \$7,183. Second by Terri Smith. All agreed. Motion passed.

H. Resolution (Item 18.08) Motion made by Stephen Dale Burcham to accept bid offer from Ed Rambacher for the amount of \$3,500 for property located at 0 TWP Rd 332 Rock Hill, OH. Second by DeAnna Holliday. All agreed. Motion passed.

I. Resolution (Item 18.09) Motion made by Stephen Dale Burcham to accept bid offer from Richard Davidson for the amount of \$10,025 for property located at 104 3rd St E. South Point, OH subject to purchaser's ability to combine two tax parcels into one parcel. Second by Terri Smith. All agreed. Motion passed.

J. Resolution (Item 18.10) Motion made by Stephen Dale Burcham to not accept the bid from Sherry Stidham for property located at 2523 S. 3rd St Ironton, OH for the amount of \$9,525. The intended use provided by Ms. Stidham didn't comply with the covenants and restrictions. Second by Terri Smith. All agreed. Motion passed.

K. Resolution (Item 18.11) Motion made by DeAnna Holliday to submit the Asbestos Abatement Budget on Pulley's Nursing Home from Custom Services Industries, LLC. to the county commissioners. Second by Stephen Dale Burcham. All agree. Motion passed.

II. Hearings and Meetings

A. BOR Dates: March 22, 2018, April 25, 2018, August 22, 2018, and November 9, 2018

III. Informational


A. Land Bank Conference is October 23, 2018 – October 25, 2018 in Columbus


IV. Audience Participation

A. Carla Salyers suggested asking the contractors to come into office to review the Vast cost differences of all the bids with contractors. The Land Bank agreed and contact contractors if interested.

V. Adjourn

Stephen Dale Burcham adjourned the meeting at 12:13PM.


Stephen D. Burcham, Chair


DeAnna Holliday, Vice-Chair

Lawrence County Land Reutilization Corporation Committee
Meeting

Meeting Minutes

Dated 01/12/2017
10:15 AM

I. Call to order

Stephen Dale Burcham called to order the meeting of the Lawrence County Land Reutilization Corporation Committee at 10:15 am on January 12th, 2017 in the conference room of the Lawrence County Commissioners Office of the Lawrence County Courthouse.

II. Roll call

The following persons were present:

- Stephen Dale Burcham, Lawrence County Treasurer, Chairman
- DeAnna Holliday, Commissioner, Vice Chair
- Summer Sullivan, Designee for Commissioner Bill Pratt, Board member
- Tyler Walters, Upper Twp Trustee, Board Member
- Katrina Keith, Mayor City of Ironton, Board Member
- Thomas Schneider, Land Bank Director of Operations
- Patricia Fields, Lawrence County Deputy Treasurer
- Michael P Patterson, Lawrence County Clerk of Courts
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III. Prior minutes

December meeting minutes emailed to all board members prior to today's meeting, with the exception of new Board Member and Vice Chair, DeAnna Holliday. She was asked if the prior minutes need be read for her behalf and request declined. Motion made by Katrina Keith that minutes be excepted as emailed. Motion seconded by Tyler Walters. Board Roll called. DeAnna Holliday abstained. All others in favor. Motion passed.

IV. Old business

Stephen Dale Burcham reported to all, there is no progress in the acquisition of the CAO properties, because of the CAO's desire to have the properties purchased from them instead of donating them to the Land Bank. Issue to remained tabled until this is resolved.

Lawrence County Land Reutilization Corporation Committee
Meeting

Meeting Minutes

Dated 01/19/2017

10:06 AM

I. Call to order

Stephen Dale Burcham called to order the meeting of the Lawrence County Land Reutilization Corporation Committee at 10:06 am on January 19th, 2017 in the conference room of the Lawrence County Commissioners Office of the Lawrence County Courthouse.

II. Roll call

The following persons were present:

BOARD MEMBERS

- Stephen Dale Burcham, Lawrence County Treasurer, Chairman
- DeAnna Holliday, Commissioner, Vice Chair
- Tyler Walters, Upper Twp. Fiscal Officer
- Katrina Keith, Mayor City of Ironton, Board Member

LAND BANK STAFF

- Thomas Schneider, Land Bank Director of Operations
- Patricia Fields, Lawrence County Deputy Treasurer

COUNTY OFFICE HOLDER

- Michael P Patterson, Lawrence County Clerk of Courts
- Brigham Anderson, Prosecuting, Attorney for Lawrence County
- Spencer Smith, Prosecuting Attorney's Office

GENERAL PUBLIC

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III. Prior minutes

There were no prior minutes read as this was a special meeting session.

IV. Old business

Deanna
Tyler

There was no other old business as this is a special meeting session.

V. New Business

(Informational only) Thomas reported that the total number of cases that would be filed was approximately 199 and 100 would be reimbursable once this first round of cases were filed. Brigham Anderson and Spencer Smith gave all present a review of were the prosecuting attorney's office was in the filing of cases for tax foreclosure and how many were thus far eligible for NIP reimbursement. The total is 84 cases with approximately 50 being reimbursable. Thomas Schneider also reported of the 199 files, 30 were still being processed by Attorney Richard Bentley. The first round of publication would be next Thursday. Mike Patterson reports that his office has processed all cases for which the prosecutors has submitted complaints.

Then came a report from Thomas Schneider that OHFA was pursuing a mobile home variance of the NIP guidelines from the U.S. Department of treasury. OHFA needs each county to take pictures, gather information and send support letter. Information is to be submitted in support of the information OHFA is already working on.

(Item 17.1) First order of business was discussion on making the land banks regular monthly meetings on the second Thursday of each month and make the second meetings subject to their need to be held on the third Thursday of the month. Motion made by Tyler Walters. Seconded by Katrina Keith. Role was called and motioned passed.

(Item 17.2) Second order of business was board approval on pre-approved contractors. Thomas Schneider reports that 5 contractors have submitted their pre-approval packets. Each person present was provided a checklist for the research done to investigate each contractor. From the 5 submitted only Riley Development Co. and Solid Rock Construction Services LLC meet all the requirements. Tyler Walters made motion to approve Riley Development Co. Seconded by Deanna Holliday. Role called. All in favor and motion passed. Checklist signed by all board members and filed with pre-approval packet. Tyler Walters made motion to approve Solid Rock Construction Services LLC. Seconded by Katrina Keith. Role called. All in favor. Motion passed. Checklist signed by all board members and filed in pre-approval packet. Each checklist was reviewed for the remaining contractors. Each either had a disqualifying factor or needed to submit equipment depreciation schedule. Letters to be mailed to each defining what they must do or provide to meet the qualifications.

Proposal received from Ed Rambacher about potential land bank partnership to assist in the removal of underground storage tanks on a property owned by Mr. Rambacher. Proposal is tabled till the next meeting in February, while Thomas Schneider investigates if such a partnership can be allowed under the terms of the proposal.

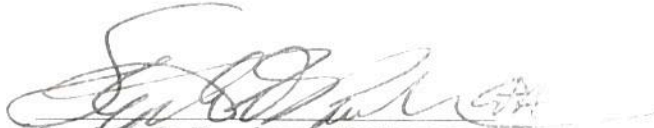
There was no further new business.

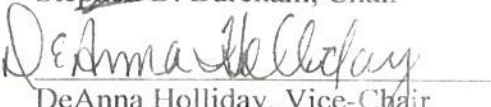
VI. Audience participation

Dave Michael gave proposal about possible donation partnership between the land bank and Habitat for Humanity. They are seeking properties to build habitat housing in the future. Thomas Schneider will work on a policy for property donations to non-profit organizations, likely not to occur until after 2017.

VII. Adjournment

Stephen Burcham adjourned the meeting.


Stephen D. Burcham, Chair


DeAnna Holliday, Vice-Chair

In the absence of any one from the Prosecutors office or the Auditor's office, Michael P Patterson reported to all how many tax foreclosure cases have been filed with his office by The Prosecutor's office to date and of those filed how many have been assigned clerk's office case numbers and service process to the named defendants had begun. Thomas Schneider then reports that Lis Pendens on these cases applies as soon as the complaint for foreclosure is filed and that the final judicial reports are already in preparation to be filed in the cases. Once service is completed to statute requirements, the prosecutor's office will begin the process to move cases out of judicial processing and into the special BOR processing. Thomas Schneider reports that the first BOR hearing date is scheduled for March 15th 2017 and a second hearing is scheduled for April 18th 2017.

There was no other old business.

V. New Business

First order of business was approval of lease agreement for the address of 327 Vernon Street for the Land Bank operations. Land lord is Morris City Properties LLC. All were provide a copy of the lease for their review. Stephen Dale Burcham made motion that the Land Bank enter into the lease contract as provided. Seconded by Katrina Keith. Role called. Tyler Walters abstained. All others in favor and motioned passed.

Second order of business was the approval by the website proposal submitted by Jeramey Wentz, web designer. Proposal was provided to all board members and website capabilities were explained by Thomas Schneider. Upon discussion of the cost, Katrina Keith suggested a second website designer, explaining, her office's website was designed by this company and at an estimated ½ the cost of the current proposal. This was further agreed by DeAnna Holliday, who also had a website designer that should be consulted. Motion was made by Stephen Dale Burcham to table the website approval while these other designers were consulted. Seconded by Katrina Keith. Role called. All in favor and motion passed. (Ms. Keith and Ms. Holliday would provide contact information for both Website designers to Thomas Schneider, so initial contact could be made)

Third order of business was to change the land bank's regular meeting dates to the first Thursday of every month and make the second monthly Thursday meetings, the special session meetings for the year 2017. The special session meetings might not be needed if any special business could be finalized on the regular meeting dates. The dates, times and locations will remain the same at this time. Motion made by Stephen Dale Burcham to change the meetings types accordingly. Seconded by Tyler Walters. Roll called. All in favor. Motion passed.

There was no further new business.

VI. Audience participation

None

VII. Adjournment

Stephen Burcham adjourned the meeting.

A handwritten signature in blue ink, appearing to read "Stephen D. Burcham", written over a horizontal line.

Stephen D. Burcham, Chair

A handwritten signature in blue ink, appearing to read "DeAnna Holliday", written over a horizontal line.

DeAnna Holliday, Vice-Chair