

Lawrence County Land Reutilization Corporation

Committee Meeting Minutes

March 8, 2018 @ 10:00AM

I. Call to order

Stephen Dale Burcham called to order the meeting of the Lawrence County Land Reutilization Corporation Committee at 10:03 AM on March 8th, 2018 located at 327 Vernon St. Ironton, Ohio.

The following persons were present:

Board Members

- Stephen Dale Burcham, Treasurer of Lawrence County and Board Chairman
- Deanna Holliday, Lawrence County Commissioner and Board Vice-chair
- Katrina Keith, Mayor City of Ironton
- Craig Thomas, Designee for Tyler Walters Fiscal Officer for Upper TWP.
- Carla Salyers, Designee for Bill Pratt, County Commissioner

Absent Board Members

- Bill Pratt, Commissioner of Lawrence County
- Tyler Walters, Fiscal Officer for Upper TWP.

Land Bank Staff

- Patricia Fields, Lawrence County Deputy Treasurer & Land Bank Fiscal Officer
- Thomas Schneider, Land Bank Director

Public Attendees

- Melissa Mullens, Lawrence County Health Department
- Brian Elswick, Lawrence County Health Department
- Paul O'Banion, Lawrence County Health Department

II. Prior Minutes

Resolution (Item 17.10) Motion made by Stephen Dale Burcham to accept prior meeting minutes as emailed from 02-22-18 meeting. Second by Carla Salyers. Deanna Holliday abstained. All remaining agreed. Motion passed.

III. Financials

Resolution (Item 18.26) Motion made by Katrina Keith to accept the Financial Report as discussed. Second by Deann Holliday. All agreed. Motion passed.

IV. Old business

A. Resolution (Item 17.73) Shannon Hensley submitted an extension request for building plan submission. Motion made by Deanna Holliday to give Shannon Hensley an extension to 22 March 2018 to allow him time to meet with contractor and submit building plans for board review. Second by Katrina Keith. All agreed. Motion passed.

New Business

A. Resolution (Item 18.27) Motion made by Stephen D. Burcham to approve HZW Environmental as an environmental consulting firm, as they meet all qualifying factors. Second by Katrina Keith. All agreed. Motion passed.

B. Resolution (Item 18.28) Motion made by Stephen D. Burcham to approve Burgess & Niple as an environmental consulting firm, as they meet all qualifying factors. Second by Katrina Keith. All agreed. Motion passed.

C. Resolution (Item 18.29) Motion made by Stephen Dale Burcham to approve Preston's Lawn Care Services as an approved landscape contractor pending verification with the City of Ironton that Mr. Preston and/or Preston's Lawn Care Services does not owe any taxes, has a vendor's license and employee withholding. Second made by Craig Thomas. All agreed. Motion passed.

D. Resolution (Item 18.30) Change bid submitted by Danny Sullivan Excavating for tire disposal at 520 Rockwood, Chesapeake was tabled until Mr. Sullivan provides pictures and proof of disposal.

E. Resolution (Item 18.31) Board consideration and decision of Right of Reservation Request by Bill Dingus on the property at 205 5th St. was tabled until Mr. Dingus returns from business trip.

F. Resolution (Item 18.32) Motion made by Stephen Burcham to purchase the NIP eligible property at 18226 St. Rt. 243 from Mr. Paul Kazee Sr. for \$5,000. Seconded by Craig Thomas. All agreed. Motion passed.

G. Resolution (Item 18.19) Motion made by Deanna Holliday to award Marty Webb the contract of \$4,800 for the demolition and cleanup of the Non-NIP eligible property located at 10764 State Route 93. Seconded by Craig Thomas. All agreed. Motion passed.

H. Executive Session Motion made by Stephen Burcham to enter executive session to discuss potential litigation at 11:22 am. Seconded by Craig Thomas. All agreed. Motion passed. Executive Session ended at 11:46 and roll call taken to go back into regular business.

I. Resolution (Item 18.33) Motion made by Deanna Holliday to amend the meeting minutes from the September 14, 2017 meeting to correct a scrivener's error. Seconded by Carla Salyers. All agreed. Motion passed.

V. Hearings and Meetings

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

VI. Informational

A. The Land Bank Board and Staff had discussion with the Lawrence County Health Department about issues throughout the county and a potential collaboration with the health department on identifying properties the Land Bank could help clean up. Stephen Burcham suggested that the Lawrence County Health Department meet with the Land Bank staff at a later date to discuss more in depth.

B. The Land Bank invitation to all contractors to discuss Land Bank Policies and Procedures was not held due to no contractors attending the meeting.

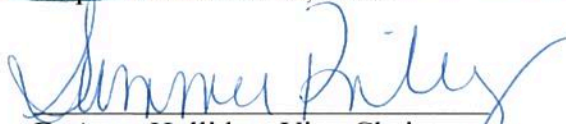
C. Next Land Bank meeting is tentatively April 12, 2018 @ 10 am

VII. Audience Participation

VIII. Adjourn

Stephen Dale Burcham adjourned the meeting at 11:50 am.


Stephen D. Burcham, Chair


DeAnna Holliday, Vice-Chair

Lawrence County Land Reutilization Corporation

Committee Meeting Minutes

March 22, 2018 @ 10:00AM

I. Call to order

Stephen Dale Burcham called to order the special meeting of the Lawrence County Land Reutilization Corporation Committee at 10:10 AM on March 22nd, 2018 located at 327 Vernon St. Ironton, Ohio.

The following persons were present:

Board Members

- Stephen Dale Burcham, Treasurer of Lawrence County and Board Chairman
- Summer Sullivan, Designee for Deanna Holliday
- Terri Smith, Designee for Katrina Keith

Absent Board Members

- Bill Pratt, Commissioner of Lawrence County
- Deanna Holliday, Commissioner of Lawrence County and Vice-Chair
- Katrina Keith, Mayor of Ironton
- Tyler Walters, Fiscal Officer for Upper TWP.

Land Bank Staff

- Patricia Fields, Lawrence County Deputy Treasurer & Land Bank Fiscal Officer
- Thomas Schneider, Land Bank Director
- Marie McKenzie, Lawrence County Deputy Treasurer

II. Prior Minutes

Resolution (Item 17.10) Motion made by Stephen Dale Burcham to accept prior meeting minutes as emailed from 03-08-18 meeting. Second by Terri Smith. All agreed. Motion passed.

III. Old business

A. Resolution (Item 17.73) Motion made by Stephen Dale Burcham to make request that Shannon Hensley provide a corrected statement of intended use or a correction to building plans. Second by Summer Sullivan. All agreed. Motion passed.

B. Resolution (Item 18.30) tabled until the land bank has had an opportunity to discuss with OHFA whether this would be reimbursable expense and discuss with Danny Sullivan Excavating a possible sworn affidavit on location and disposition of tires.

C. Resolution (Item 18.29) tabled until April meeting to give more time for verification of vendor's license and payment of all taxes to the city of Ironton.

New Business

A. Resolution (Item 18.34) Motion made by Stephen D. Burcham to award Custom Service Industries the asbestos contract for the Pulley's Nursing Home Project in the amount of \$45,000. Second by Terri Smith. All agreed. Motion passed.

B. Discussion about contractors with disqualifying factors. Land bank staff made the board aware that all contractors had been advised by email that in order to be eligible to bid on any demolition packets their property, city, federal and state taxes had to be paid or on a current payment plan in good standing. Contractors were also told they had to be free on any liens. No action taken.

C. Discussion regarding OHFA Memorandum. Land Bank staff made the board aware of a discussion with OHFA concerning understanding of lowest and best bid and possibility of the Land Bank returning unused funds to OHFA. No action taken.

Informational

A. New June 13th tentative Board of Revision date

B. Derik Fisher Attorney for the Land Bank discussed his research on tax lien certificate purchases by land banks.

IV. Hearings and Meetings

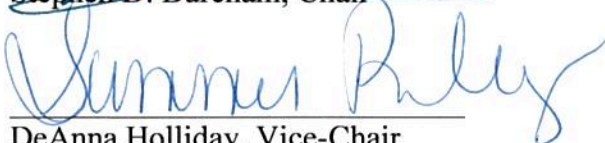
A. BOR Dates: April 25, 2018, June 13, 2018 August 22, 2018, and November 9, 2018

V. Audience Participation

VI. Adjourn

Stephen Dale Burcham adjourned the meeting at 10:45 am.


Stephen D. Burcham, Chair


DeAnna Holliday, Vice-Chair