

Lawrence County Land Reutilization Corporation

Committee Meeting Minutes

May 10, 2018 @ 10:00AM

I. Call to order

Stephen Dale Burcham called to order the regular scheduled meeting of the Lawrence County Land Reutilization Corporation Committee at 10:08 AM on May 10, 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, Commissioner of Lawrence County and Vice-Chair
- Terri Smith, Designee for Katrina Keith
- Carla Salyers, Designee for Bill Pratt

Absent Board Members

- Tyler Walters, Fiscal Officer for Upper TWP.
- Designee 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

Public Attendees

- Paul Hart
- Dan Byrd
- Mr. and Mrs. Stapleton
- Jim Hayes

II. Prior Minutes

Resolution (Item 17.10) Motion made by Stephen Burcham to accept prior meeting minutes as emailed from April 12th 2018 meeting. Second by Deanna Holliday. All agreed. Motion passed.

III. Financials

Resolution (Item 18.12) Motion made by Carla Salyers to accept Financial Report as discussed. Second by Deanna Holliday. All agreed. Motion passed.

IV. Old business

- A. Discussion with the board about complaint received about a tree encroaching on a neighboring property located at 79 Twp Rd. 1069. This issue originally was discussed at the April 12th meeting. The board instructed the Land Bank staff at that time to contact the township who should have equipment to do removal. The Land Bank staff informed the board that they had contacted the township and was informed that the equipment had been sold. The Board then asked the Land Bank Staff to contact the municipal court and see if they can remove the tree through their Community Service Program.

V. New Business

A. Resolution (Item 18.41) Motion made by Stephen Burcham for the Land Bank to purchase the property located at 1411 So. 4th St. Ironton in the amount of \$4500 subject to Land Banks ability to resolve state tax lien and verify no Ohio Medicaid liens. Second by Terri Smith. All agreed. Motion Passed.

B. Resolution (Item 18.42) Motion made by Stephen Burcham to approve the change order submitted by Solid Rock Construction Services LLC in the amount of \$2000 for the removal and backfill of a septic tank located at 102 Twp Rd. 1027. Second by Carla Salyers. All agreed. Motion passed.

C. Resolution (Item 18.43) Motion made by Stephen Burcham to award the mowing contract for the 2018 mowing season to Preston's Lawn Care and Services LLC for the amount of \$56/mth per property to be mowed twice monthly. Second by Deanna Holliday. All agreed. Motion passed.

D. Resolution (Item 18.44) Motion made by Deanna Holliday to reject all bids due to error in bidding on Greening contract for packet #14 & #15. All bids submitted were returned and destroyed before review. Two contractors that submitted bids only were to be contacted and given to close of business on Monday, May 14th to resubmit and board would convene to review Tuesday May 15th at 11 am via teleconference. Second by Terri Smith. All agreed. Motion passed.

E. Resolution (Item 18.45) Motion made by Stephen Burcham to award the contract for the greening advance properties to Brown's Landscaping. Second by Carla Salyers. All agreed. Motion passed.

VI. Audience Participation

Stephen Burcham moves audience participation ahead in agenda for the fluidity of the meeting. The Land Bank Board heard from the Stapleton's concerning 102 Twp rd 1027. Paul Hart & Dan Byrd from village council of Chesapeake and Jim Hayes on interest in future purchases. No action was taken.

New Business Continued..

F. Motion made by Stephen Burcham to enter into Executive session at 11:30am to discuss contractor issues before the awarding of bid packet #18. Second by Deanna Holliday. All agreed. Motion passed. Roll call was taken. Stephen Burcham, Deanna Holliday, Terri Smith, and Carla Salyers present. Came out of executive session at 12:00 pm. Deanna Holliday leaves the meeting immediately following the session. Roll call was taken. Stephen Burcham, Terri Smith, Carla Salyers present.

G. Resolution (Item 18.46) Motion made by Stephen Burcham to award demo packet #18 to Womack Excavating LLC in the amount of \$83,450 as lowest and best bid. All agreed. Motion passed.

H. Resolution (Item 18.47) Motion made by Stephen Burcham to award the Pulley's Project contract to Southern 52 Excavating Inc. in the amount of \$49,500. This amount is good for 90 days. Second by Terri Smith. All agreed. Motion passed.

VII. Informational

A. Land Bank conference is scheduled for October 22-24th 2018 in Columbus, Ohio


VIII. Hearings and Meetings

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

IX. Adjourn

Stephen Dale Burcham adjourned the meeting at 12:10pm.


Stephen D. Burcham, Chair


DeAnna Holliday, Vice-Chair

Lawrence County Land Reutilization Corporation

Emergency Committee Meeting Minutes

May 15th, 2018 @ 11:21AM

I. Call to order

Stephen Dale Burcham called to order the meeting of the Lawrence County Land Reutilization Corporation Committee by Teleconference at 11:21AM on May 15th, 2018 located at 327 Vernon St. Ironton, Ohio.

The following persons were present by phone

Board Members

- Stephen Dale Burcham, Treasurer of Lawrence County and Board Chairman
- Terri Smith Designee for Katrina Keith, Mayor City of Ironton
- Summer Sullivan Designee for Bill Pratt, County Commissioner

Absent Board Members

- Katrina Keith, Mayor of Ironton
- Bill Pratt, Commissioner of Lawrence County
- Deanna Holliday, Commissioner of Lawrence County
- Tyler Walters Fiscal Officer of Upper TWSP or Craig Thomas, Designee for Tyler Walters
- Carla Salyers Designee for Deanna Holliday, County Commissioner

Land Bank Staff

- Thomas Schneider, Land Bank Director

Public Attendees

- Frederick Fisher Jr. of McCown & Associates, counsel for the Land Reutilization Corporation

II. Prior Minutes

Resolution (Item 17.10) None for review

III. Financials

There were no financial reports.

IV. Old business

No old business

I. New Business

A. Resolution (Item 18.Emergent # 1) Greening bids received from Brown Landscaping Management LLC and Southern 52 Excavating Inc. for those properties demolished as part demolition packets 11 through 15. Southern 52 Excavating Inc. made improper bid by including costs associated with grading and seeding, which were not identified in the scope of work, and were in fact excluded from the bidding packet. Motion made by Stephen D. Burcham to award Brown Landscaping Management LLC the contract, being the only qualified bid received. Second by Terri Smith. All agreed. Motion passed.

II. Hearings and Meetings

A. None

III. Informational


A. None


IV. Audience Participation

A. None

V. Adjourn

Stephen Dale Burcham adjourned the meeting at 11:29 am.


Stephen D. Burcham, Chair


DeAnna Holliday, Vice-Chair