

# Lawrence County Land Reutilization Corporation

## Special (ZOOM) Business Meeting

March 24th, 2022

(11:00 AM)

### I. Call to order

DeAnna Holliday called to order the meeting of the Lawrence County Land Reutilization Corporation, Special (ZOOM) Business Meeting at 11:00 AM on March 24<sup>th</sup>, 2022.

The following persons were virtual for the Board Meeting:

#### **Board Members**

- DeAnna Holliday, Commissioner of Lawrence County and Chair
- Tresa Baker, Treasurer of Lawrence County and Vice Chair
- Susan Dooley, designee for Sam Cramblit, Mayor for the City of Ironton

#### **Absent Board Members**

- Board representative for Upper TWSP
- Dr. Colton Copley, Commissioner for Lawrence County

#### **Land Bank Staff**

- Thomas Schneider
- Marie McKenzie, Deputy Treasurer and Land Bank Fiscal Officer
- Frederick Fisher Jr., Land Bank legal counsel
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#### **Public Attendees**

- None

### II. Reading of the Prior Minute

N/A

### III. Financials

N/A

### IV. Old Business

N/A

### V. New Business

**(RESOLUTION 22.35)** Drafted language for a new policy for Property Bid Processing was provided to all Board members and now up for potential adoption and addition to the Land Bank's current operating Policies and Procedures. Tresa Baker made a suggestion about a single word language change in item "D", removing the words "staff may". The Board agreed the revision was necessary and instructed that it be revised accordingly. That language will now read "any bid will". This change prompted the staff to suggest additional language be added and henceforth identified under subsection (ix) of item "D" to account for the potential need of practical variances of subsection (i) through (xiii). The Board agreed to the need for the additional language. Motion by Tresa Baker to adopt this language as new policy and procedure to be added to the

current policies and procedures, pending the new language revision and additions. Seconded by Susan Dooley. There was no further discussion. Vote called and motion passed.

A copy of the original language draft and the revision will be attached to these recorded meeting minutes and the final draft of the new language will be emailed to the Board.

**VI. Informational**

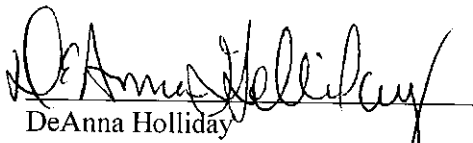
None

**VII. Audience Participation**

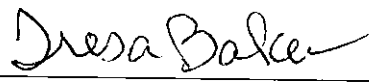
None

**VIII. Adjourn**

Meeting adjourned by DeAnna Holliday at 11:12 am.

  
DeAnna Holliday

Commissioner of Lawrence County and Chair

  
Tresa Baker CPA,  
Treasurer of Lawrence and Vice Chair

## Section 4.02 Property Bid Processing

- (A) An individual or business entity that is interested in bidding on a property held in the Land Bank inventory may do so through a closed bid process by obtaining a Property Bid Form from the Land Bank office or by print download from the Land Bank website. No bids will be accepted if not submitted by utilizing the Land Bank provided form.
- (B) Bids must be delivered directly to the Land Bank office by either personal or mail delivery. No electronic or fax submission methods will be accepted. Bidders may utilize the mail drop slot at the Land Bank office if submitting anytime other than during the Land Bank normal business hours of operation, Monday through Friday between the hours of (8:00 am) through (4:00 pm).
- (C) Bids received in person and during normal business hours of operation will be considered received and timestamped by a member of the Land Bank staff and, the submitter will be provided a copy showing the date and time received. If a bid is received by mail delivery or anytime other than the Land Bank normal business hours of operation, it will be considered received at eight (8:00 am) on the next available day whereby the Land Bank returns to normal business hours of operation.
- (D) Bids are only eligible for Land Bank Board consideration, during the Land Bank regularly and publicly scheduled, monthly meeting. For any bid to be considered, at any regular monthly meeting, the bid must be received and verifiable as having been received by the Land Bank office, by 12:00, noon on the Thursday of the preceding week, prior to the regular meeting of that same month. Any bids received after this cutoff date, will then only be eligible for consideration, no sooner than the next month's regularly scheduled meeting.
- (E) Before any bid can be brought to the Land Bank Board for consideration, each bid must be screened in accordance to these Land Bank Policies and Procedures and, staff may deem the bid ineligible for any of the following;
  - (i) A Property Bid Form is incorrectly or incompletely filled out;
  - (ii) The property itself is not advertised as being for sale;
  - (iii) A prospective end user may own no real property that;
  - (iv) Has any un-remediated citations or violations of the state and local codes and ordinances, or has a recent history of such violations;
  - (v) Is tax delinquent, or was tax delinquent when the prospective end user transferred the property and that same tax delinquency remains unsatisfied;
  - (vi) Was subject to a judgment in a tax foreclosure proceeding in the past five (5) years;  
or
  - (vii) Has a delinquent water or sewer account with any Lawrence County, Township, City or Municipality, or any other local water or sewer utility company, whether the water account is for a property, the prospective end user occupies or a property occupied by a tenant, land contract vendee, or family member of the prospective end user.
  - (viii) A bid is received that is below the established and advertised minimum bid amount.

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  - (viii) A bid is received that is below the established and advertised minimum bid amount.
  - (ix) Any prospective variance to the above may be requested in writing by a prospective bidder as to a certain parcel, to be heard by the Board at the next regularly scheduled meeting for consideration by the Board to potentially approve said variance for a bid that would otherwise be deemed ineligible.