

Cattaraugus County Land Bank Corporation

August 30, 2018

Minutes

1. Roll call: Chairman Martonis called the meeting to order at 9:04 am – the following board members answered roll call

Name		Name		Name	
Martonis, D	Aye	Keller, J		Abers, C	Aye
Koch, D	Aye	Helmich, R	Aye	Higgins, F	Aye
Labuhn, S	Aye				

Also present: Town Official Keri Kerper: City of Olean, Deb Miller: EDP&T Staff, Kate O'Stricker: EDP&T Staff, Eric Firkel: County Attorney, Norm Marsh: Village rep

2. Review and approval of minutes from previous meeting: Motion by Rick Helmich, second by Frank Higgins. Carried

Name		Name		Name	
Martonis, D	Aye	Keller, J		Abers, C	Aye
Koch, D		Helmich, R	aye	Higgins, F	
Labuhn, S	Aye				

3. Old Business

a. Website:

- i. Kate O'Stricker reported that all of the properties are on the website; there are videos and photos of the demos that have been completed.
- ii. Before and after are being added

b. Demolition / DPW update:

- i. Meeting to discuss the process for demolition with the DPW and timeline to complete. Need to get the demos to them earlier in the process because this is their busy time. Next year we will get the list to them before May
- ii. Kate has volunteered to help with the descriptions of the properties that will be attached to the RFP to expedite the process
- iii. Issues with current demo's: Fulton needs sidewalk, Sixth Street and Gilmore.
- iv. Gooseneck, Hinsdale and Seneca are ready to dispose.
- v. Land Bank will have contact with the contractors as well as the DPW to help keep up to date on the projects.

c. Rehab Property Update: Kate Presented Ashford, Rt 240. Discussed issues with the discrepancy of scope of work and the home inspection that was completed by prospective home owner. Prospective homeowner is planning on putting \$30,000-\$40,000 in to the house.

- i. Accepted the bid and has asked for the itemized list of what they plan to put into the house. Will have a special meeting on September 3rd to move properties.
- ii. Bid discussed for 18th St, Olean property. Bid accepted
- iii. Zaepfel- Enchanted Lake: Will act on Wednesday
- iv. Carrollton: Will Act on Wednesday
- v. CCA is working with a couple interested buyers in the two rehabs. We have a small issue with the wording of the contract that Eric Firkel and Community Action are working to resolve. Will put on the agenda for the emergency meeting to be held on Wednesday September 5th at 3:30pm. This is for the future rehabilitations to work with Community Action to do the assessments, find buyers, and bring them back to the Land Bank Board for approval.

vi. Kate discussed the need to have a strong partnership with CCA to add to the grant application. Access to the Low/ mod income families will be a huge asset to our program.

d. Zombies: Kate Lockhart from the Western New York Law Council will be on Thursday September 6th at 5:30. We have 40 people that have RSVP'd from Cattaraugus County municipal officials so far.

4. New Business

- a. Partnership Opportunity: Community Action – see above
- b. Insurance with Community Action - Community Action – see above
- c. Draft of the grant will be ready for the emergency meeting on Wednesday
- d. Article with Rick Miller and the Olean Times Herald will happen next week.
- e. Email from constituent on the Gooseneck, Ashford. Kate will contact the constituent to let them know that the property bid was accepted in May 2018, and the Land Bank had followed their policies.

Action Items:

- Eric and Crystal - Community Action Contract verbiage for the contract
- Kate- Email to constituent about our policies.

5. Executive Session was called by Sue Labuhn, second by Rick Helmich

Name		Name		Name	
Martonis, D		Keller, J	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	aye	Higgins, F	Aye
Labuhn, S	Aye				

6. Adjournment: Motion made by Rick Helmich with a second by Frank Higgins.