

Cattaraugus County Land Bank Corporation

January 31, 2019

1. Roll call: Vice Chairman Koch called the meeting to order at 9:02 am – the following board members answered roll call

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

Also present: Deb Miller: EDP&T Staff, Kate O’Stricker: EDP&T Staff; John Dennis, Community Action

2. Review and Approval of Minutes:

Motion Made by Rick Helmich with a second by Crystal Abers to Accept the Minutes as written for November 29, 2019: Approved

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

3. Old Business

- a. Website:

- i. Hits to the website- Will get the report to board members.
 1. Articles in the paper do help get us more traffic to the websites.
 2. Need to get more signage on the Demo sites.

- b. Demolition / DPW update:

- i. Casey’s 535 Main Street in Carrollton is complete and we have received the final bill from Empire.
 1. Board decided to list the property for \$50,000 to help recoup the demo costs.

Motion was made by Sue Labuhn with a second by Dave Koch to put 535 Main Street Carrollton up for sale for no less than \$50,000 or best offer.

- A request for a resolution for immediate consideration will be sent to the Attorneys office to transfer 535 Main Street Carrollton from Cattaraugus County to the Cattaraugus County Land Bank. Sponsors will be Sue Labuhn, Rick Helmich, Dave Koch.

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

- ii. Fulton Street: Individual who won the side-lot bid passed away, however her estate will still go through with the transfer of the property to her heirs.
- iii. 214 Pine Street Olean: When the demolition is complete, the Board has decided to be sold as a building lot as long it meets zoning code. Kate will check with the City of Olean.
- iv. 215 West Green Street will be transferred to the city of Olean when the demo is completed.
- v. Property List was distributed to the Board members. Properties are color-coded to show what Demo Round they will be completed in.

- vi. Wargo- contractor has completed all of the paperwork and the contract has been executed. These properties have been extended.
 1. Toad Hollow Road, Mansfield
 2. Hazelmere, Machias
 3. 211 Adams Street Olean
- vii. Round Three Demos will be completed by April 30, 2019 with LISC funds. RFP has been prepared by the DPW and will be posted. Resolution will be coming from DPW as an immediate.

c. Rehabilitation: Community Action Proposal

- i. Community Action has presented a Memorandum of Understanding to the Land Bank for project management services to facilitate rehabilitation of properties. The MOU will be with Cattaraugus County since the properties are still county property. CCA will list Cattaraugus County and The Cattaraugus County Land Bank as additionally insured. Properties that need to be rehab included:
 1. 19 Empire, Franklinville
 2. 266 Main Street, Randolph
 3. 109 7th Street Little Valley
- John Dennis fielded questions from the Board on the rehabilitation services that can be provided by CCA including a HUD and HOME certified housing inspector, Jeffery Hampshire. CCA has eight contractors that are fully vetted that complete their current projects.
- John Dennis also discussed other funding streams that would also be beneficial to both the CCA and the Land Bank.

Motion Made by Dave to accept the terms of the MOU with Community Action with a second by Sue Labuhn. Approved

- A request for a resolution for immediate consideration will be sent to the Attorneys office for the contract between Cattaraugus County and Community Action. Sponsors will be Sue Labuhn, Rick Helmich, Dave Koch.

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

- ii. Kate presented a request from the owner of 326 South Barry Street, would like the Land Bank to take over the property. Mr. Keller suggested that this property needs to be demolished. The next door neighbor would like to purchase the property and demo the house. This may be a viable option to sell to the neighbor for \$1 and then the neighbor will have a specified amount of time to demolish the structure.

4. New Business

- a. National Community Stabilization Foundation Trust: (Mr. Cooper properties) Our application was accepted as an official buyer. There are no properties in our county that the trust has available at this time. Kate did send a request for them to look in to 56 Main Street in Randolph since it is a Nationstar property. They will get back to us when they have an answer.
- d. Otto Masonic Lodge: Crystal spoke to the last person actively in charge of the Lodge. It will be on the foreclosure list for 2019. The Land Bank will send a letter to the Town of Otto that we are unable to do anything with the property. Mr. Keller will bring his staff

to the next meeting to talk about the processes that have been completed for the foreclosure of the property.

- e. Enterprise Award, All the due diligence documents have been submitted with the budget. The award is \$650,000 which will begin July 1, 2019.
 - f. Kate reported the LISC objectives that were proposed and where we are currently.
5. OTHER:
6. Action Steps:
- a. Resolutions for MOU
 - b. Resolution to transfer 535 Main Street Carrollton
 - c. Check on Zoning for 214 Pine Street Olean
 - d. Foreclosure process information for Otto Masonic Lodge
7. Adjournment: Motions to adjourn from Sue Labuhn with a second from Rick Helmich at 10:36am

Next Meeting February 28, 2019. Third Floor Large Committee Room