

Cattaraugus County Land Bank Corporation
11/22/19

1. Roll call: Chairman Dan 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	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	Aye	Higgins, F	Aye
Labuhn, S	Aye				

Also present: Deb Miller: EDP&T Staff, Kate O’Stricker: EDP&T Staff, Deb Miller; Ryan Reed, and Keri Kerper City of Olean; Bill Alliallo

2. Review and Approval of Minutes:

Motion Made by Sue Labuhn with a second by Frank Higgins to Accept the Minutes as written for October: Approved

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

3. Old Business

a. Website Report: No new information

b. Demolition / DPW update:

i. RFP for Demo has been released. Please look for an immediate resolution to come through December 11th Board meeting to accept the bids. Properties will be demoed by January 30, 2019

• Still on the fence are:

- 27 Temple Portville- wait until spring for Rick Fie and Claire Anderson- We will need to put it on the spring demo list unless they come with an offer beforehand.
- 316 N 9th Olean- No inspection has been done yet. The property needs to be cleaned out before the home inspection can be done. This needs to be a full rehab but is structurally sound. It is in a great neighborhood within walking distance of school, YMCA, etc. It was suggested to move this property to the Rehabilitation List
- 301 W Oak Street Olean-
- 326 S Barry St Olean- Developer is not interested. He would like to buy the property when it is demoed.
- 20 N Main St Delevan- Move to Rehab because we received a bid for \$8500.
 - Enterprise has many questions including proof of funds for rehab, budgets and timelines.
 - The value of houses in that area are between \$80,000 and \$100,000.
 - Sale price has to be affordable at 100% AMI. The restrictive covenant says that they have to sell it at an affordable price for ten years.

The bid will be tabled until we hear back from Enterprise whether the bid with the scope of work is

acceptable. Mr. Helmich will talk to the bidders to get some more answers on what they are planning with the project.

- ii. Side Lot Bid: 121 N 7th Street Olean: the Bid is for \$1500 from the adjacent landowner who would like to fence in the property and build a garage.
 - 1. Side-lot bids have not gone out to all of the adjacent landowners yet. Kate will double check the policy and send them out ASAP so that we are following our disposition policy.

- c. Rehab Property Update:
 - i. Insurance Issues- Our insurance has been purchased. We do have one contractor that has bid on the rehab in Little Valley. The contractor has submitted the businesses certificates of insurance; however, coverages are not acceptable to our insurance company. He does not have coverage for auto for hire and non-owned vehicles, auto insurance for his company, he only has his personal, and he is missing an umbrella policy. Next step is to get his insurance agent to contact our agent to explain what the issue is. If he is unable and/ or not willing to get the coverage needed by the Land Bank, we will need to go out to bid again.
 - ii. List of contractors: A list needs to be developed so that the RFP's can be sent out for the upcoming Rehab projects. Ryan Reed offered to send the list of 400 licensed contractors in Olean to Kate.
 - iii. Kate will also talk to Bill Fox to see if they have a list of contractors in Cattaraugus County for the list the state has.
 - iv. 19 Empire Franklinville- the RFP is being reviewed and will be sent to contractors. We do have a bid for purchasing the house at \$30,000 contingent on our rehab.
 - v. 266 Main Street Randolph has sold, the paperwork has been signed and has been sent to the attorney's office.

- d. 2019/2020 Rehabilitation Projects
 - i. 16 South Main St Franklinville- winterizing has been completed
 - ii. 316 N 9th Street Olean- Clean out needed then the inspection will be completed
 - iii. 20 Main Street Delevan- Bid tables until we hear from Enterprise
 - iv. 27 temple Street- Demo list for spring
 - v. 301 West Oak Street- Photos were shown of the property that Olean has offered to the land bank to rehab. Only one apartment was able to be toured. This has to be rehabbed and changed from three family to one family. Wells Fargo gave to the city with \$10,000 to rehab it. Unfortunately, there is a lot of work to be completed to make the property livable. Structurally it is not sound, needs a whole new roof, etc.
 - 1. It was discussed that the Land Bank may not be able to afford to rehab this property. The budget will need to be looked at carefully to see if this project can fit since we have moved the 316 N 9th off of the demo list to the rehab list.
 - 2. The property had a lot more issues than we expected. Unfortunately, the Land Bank is not interested in this property at this time.
 - vi. Budget projections for current properties. Kate and Deb will work on the tentative project Budgets for 2020. Demo bids will be in before the next so

that will help to project

- e. Properties transferred: 266 Main Street Randolph was transferred
 - i. To be Transferred:
 - 1. 1 Empire Franklinville Lot
 - 2. 12 Adams St Olean- Lot
 - ii. Summary of all properties and what we have completed.
- 4. New Business:
- 5. Action Steps:
 - a. Bid Letters to adjacent Land Owners for side lots.
 - b. Work with Insurance agencies
 - c. Bill Fox- Black list for the contractors.
 - d. RFP for Contractors
 - e. Delevan Property

Motion made by Joe Keller to Adjourn with a Second by Dave Koch.

Next Meeting December 19, 2019 Large Committee Room, 3rd Floor