

Cattaraugus County Land Bank Corporation
February 25, 2021

1. Roll call: Chairman Dan Martonis called the meeting to order at 9:05am – the following board members answered roll call

Name		Name		Name	
Martonis, D	Aye	Keller, M	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	AYE	Higgins, F	
Marsh, N	Aye				

Also present: Legislator: Kip Morrow, EDP&T Staff- Kate O’Stricker, Deb Miller. City of Olean: Ryan Reed, Kerri Stephens, Ed Jennings, Bill Aliello. Town representative: Charlie Davis.

2. Review and Approval of Minutes from January 28, 2020:
Motion made by Norm Marsh with a second by Dan Martonis to accept the minutes as amended: Approved

Name		Name		Name	
Martonis, D	Aye	Keller, M	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	AYE	Higgins, F	
Marsh, N	Aye				

3. Old Business

- a. Demolition:

Round 7.0 Demo: Bid Awards

HH Rauh

208 Worden Avenue Olean	Completed
24 Pine Street Franklinville	Needs to be graded, seeded and mulched
20 St. Johns St Gowanda	COMPLETED
5736 School Street Ischua	Needs to be graded, seeded and mulched
1350 Portville- Olean Rd Portville	COMPLETED
5736 School Street Ischua	COMPLETED
1350 Portville- Olean Rd Portville	COMPLETED

HH Rauh has asked that if they are not able to grade/ seed if they could invoice the Land Bank for most of the cost and the Land Bank would hold back \$2000 until the that work is completed.

Mr Helmich suggested asking for a schedule of values from HH Rauh instead of the lump sum. Kate O’Stricker look at the contract and then work with HH Rauh for the schedule of values.

WARGO

312 12th St North Olean: Target Date March or April-

CCLBC is researching what to do with the vehicle in the garage. We need to ask the attorney what the process is to get rid of it.

3th South Olean: Target Date March or April

- b. Rehab Property Update:

Rehabs 2019:

19 Empire Street: Let the minute reflect that the Board members voted via email to accept a bid for \$68000. The process to sell the property has been started. The Title Search and survey have been ordered and the information for the sale has been sent to the Attorney's office.

316 North 9th Olean **For Sale \$72,900**

- 96% Completed
- Small details they are finishing up- towel bars, curtain rods, smoke detectors
- Cattaraugus County Health Department conducted a lead inspection but was not able to pass the property due to a lot of chips in the paint on baseboard and molding. Cyrco is working on repainting and have cleaning done and ready for final lead inspection.
- After several site visits, it was found that there are several activities in the scope of work that have not been completed. Those include
 - Replace rear stairs
 - Replace octagon window in bathroom
 - Soffit and exterior of the house was not properly scraped and painted.
- Cyrco has sent his final bill subtracting \$875 for the unfinished work.
- Cyrco will be repainting the outside
- Discussion was had concerning having a schedule of values for the project and having more specificity when the scope of work is completed.
- The Board decided that the CCLDC will not pay the final 25% payment until the property is completely done and the lead testing is completed.
- The City of Olean code enforcement has been completing inspections of the property as well and has had to direct him throughout the process. They suggest that the Land Bank hold back the 25% until the project is complete.
- He will need to wait until the weather is acceptable to paint the exterior correctly.

16 South Main Franklinville: Update from Cyrco:

- The gas and electric is on
- Installed new waterline
- Roof complete
- Furnace ductwork installed
- Plumbing is replaced
- Exterior Painting completed
- Blocked Sewer line- issues being remedied by Zuech's-\$2700
- Anticipated finish date- April 1st.
- There is no asking price for this yet. More work needs to be completed before we can list it.
- Deb and Kate will be making weekly visits to ensure that everything is ok.

20 North Main Street Delevan: Rehab complete and the property has sold.

11844 Buffalo St Perrysburg- One apartment has been rehabbed and has been rented out. The second apartment should be complete in the next couple of months. . They took 7 dumpsters of garbage out of the property before they started the rehab.

REHAB 2020

138 North 17th Olean-developer rehab- Ed Jennings- transfer paperwork has been sent to the attorneys office.

209 South Main Cattaraugus-RFP Released. Western Door was the only bidder (\$107,035)

- The Board has requested that we ask for a schedule of values from Western Door for this property as well and their insurance.

There was a motion to accept Western Doors Bid for 209 S Main Street in Cattaraugus contingent on receiving the required insurance coverages and a completed schedule of values.

Motion made by Dan Martonis with a second by Norm Marsh to accept the Western Door Bid: Approved

Name		Name		Name	
Martonis, D	Aye	Keller, M	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	AYE	Higgins, F	
Marsh, N	Aye				

215 South Barry Olean- Western Door (\$90,240) and Cyrco (\$145,900) were the bidders for this. Due to the discrepancy with the bids, the Board has asked that each of the contractors provide a schedule of values for the property.

- The Board has asked that we email both Cyrco and western Door and ask if they are still comfortable with their bid and request a schedule of values.

Rehabs for Sale

316 North 9th -Olean- Southern Tier Realty- Tom Butler \$72,900

16 S Main Franklinville- will not put on the market yet. Rehab not far enough along.

19 Empire- Southern Tier Realty- Tom Butler \$66,000- UNDER CONTRACT. Title search and survey have been ordered. The purchase contract has been approved in the Attorney's office.

- The Survey and title search were required because the buyer is financing the property through the bank. It will be around \$1500-\$2000 for those to be completed.

138 N 17th Street- Information has been sent to the Attorney's office

Lots for Sale: Kate is working with Auctions International to have an on-line Auction for the following lots with minimums.

535 Main Street Carrollton: \$15,000 minimum-Crystal's contact did not pursue an offer

713 West Sullivan Olean \$500 minimum

6197 Shady Lane Lyndon- \$100 minimum

4. New Business:

- Accounting and Check signing: We need to get a faster system to pay bills. Quickbooks is in the process of being purchased for the Land Bank.
- Due to the quickness of the Quarterly reports for Enterprise, we need to have budget reports to them 5 days after the end of the quarter. Deb and Kate ask that the check writing be done in the Land Bank Office, and that Crystal Abers is added as an additional signer for the account.
- This will ensure that the checks can be completed and signed at least weekly.

A motion was made by Norm Marsh with a second by Rick Helmich to add Crystal Abers to the checking account as an additional check signer. APPROVED

Name		Name		Name	
Martonis, D	Aye	Keller, M	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	AYE	Higgins, F	
Marsh, N	Aye				

Kate O’Stricker announced that there is a Community Development Block Grant currently out and the Land Bank is qualified to apply for rehabilitation funds as a Subrecipient to the County. We will be talking to the Office of Community Renewal about the opportunity and hope to be able to apply for \$700,000 to rehab three properties.

- Ed Jennings discussed that the Land Bank needs to lean on the code enforcement officers in each of the municipalities to help with the inspection of the rehab properties. That is what they are there for and is part of their duties.

5. Action Items

- Cyrc0- Hold back 25% for 316 N 9th Street Olean
- Ask for Schedule of values from Cyrco and Western Door for Barry Street Olean.
- Ask for Schedule of values for 209 S Main Cattaraugus from Western Door.
- Contracts for Western Door contingent on Insurance and the Schedule of values
- 3 Auction Properties
- Crystal Abers and a signer for Checking account.
- Look at the contracts for Demo to see how they are designed for the grading and seeding.

Next Meeting- April 29, 2021 at 9am ZOOM/ Large Committee Room

Crystal Abers made a motion to adjourn with a second made by Dave Koch. Approved.

Name		Name		Name	
Martonis, D	Aye	Keller, J	Aye	Abers, C	Aye
Koch, D	Aye	Helmich, R	Aye	Higgins, F	
Marsh, N	Aye				