

Cattaraugus County Land Bank Corporation

April 26, 2018

Minutes

1. Roll call: Chairman Martonis called the meeting to order at 9:00 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	
Labuhn, S	Aye				

Also present: Kate O’Stricker, EDP&T; Deb Miller EDP&T;

2. Review and approval of from previous meeting: Motion by Sue Labuhn, second by Rick Helmich. Carried

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

3. Old Business

- a. Database Update: Jiffsoft completed the data base. It has been uploaded to the server and staff has been inputting data. to test the functionality. Issues will be sent to Jiffsoft to correct.
  - i. Board asked to have a link to the Land Bank put on Cattco.org and to track the number of visitors to the Land Bank Site.
- b. Demolition / DPW update: Bids have been accepted for contractors to complete the demo’s.
  - i. 3888 Main Street Hinsdale \$11,200
  - ii. 128-130 Fulton Street, Olean \$18,800
  - iii. 809 Seneca Ave Olean \$9,400
  - iv. 325 North Sixth St Olean \$8,200
  - v. 307 Gilmore Ave \$6,200
  - vi. 5426 Gooseneck Road, Ashford \$19,200
  - vii. 6010 Toad hollow Road, Mansfield \$19,860

TOTAL \$92,860
- c. Rehab Property Update: The applications have been uploaded to the website as well as the two rehab properties the Land Bank currently has. There have been no call since the last meeting and no applications have been completed or submitted.
- d. Review of Project timelines: Project Timeline reports were given out for all nine properties.
- e. Other: Side Lot applications with bid information needs to go to all adjacent property owners for the demos. Bids will be open until May 23<sup>rd</sup>, 2018 at 4:00 pm
- f. Another avenue to sell demos was discussed. The idea of selling the demo property to a buyer who is willing to demo the property with a claw back if not demoed in three months it reverts back to the Land Bank. This option will be researched more.

4. New Business

- a. Possible Bank Owned Properties: Crystal, Kate and Deb attended the Zombie training that was held in Buffalo by LISC. There was a lot of information shared at the training. Other grantees are having the same issues with the Banks not returning calls, like Catt County Land Bank. LISC is looking in to ways to help this process.
  - i. Next Steps will be to send a letter to all the Zombie Banks

- ii. Land Bank will hold a training for Municipalities- Will work with the Western New York Law Center for someone to speak.( Kate Lockhart)
  - b. Possible Auction Properties: Kate O’Stricker presented the Board with the requested lists that were created. List A contained the Municipal Problem Properties that are on the Auction list and List B contained other auction properties the Land Bank may be interested in taking on.
    - i. The Board would like to have staff submit a resolution for the List A’s Demolitions and for 215 North 18<sup>th</sup> St. in Olean for a rehab. (total of five on the resolution)
  - c. List B will be discussed at the May meeting. Board members would like to look at these properties before a decision is made.
  - d. Other: Update on Community Action partnership: Staff is still working on securing funding to complete the design of the 200 Erie Street, Little Valley. LISC has given several different provisions that need to be ironed out before they will approve the project. Crystal has reached out to CCA to set up a meeting to discuss the project.
  - e. Kate O’Stricker reported that there is \$150,000 for Demos in 2018.
5. Action Items:
- a. Kate will send a letter to the adjacent land owners with an application and bid offer form. The Bids will be due May 23<sup>rd</sup>, 2018.
  - b. Kate will work with Jeremy to create a link for the Land Bank on Cattco.org and to get a count on number of hits on the Land Bank website
  - c. Resolution for List A
  - d. Resolution for Rehab for 18<sup>th</sup> Street
  - e. Research the buy for demo program
  - f. Board Members will look at the properties on List B to discuss at May 24<sup>th</sup> Meeting.

6. Adjournment: Motion made by Dan Koch, second by Sue Labuhn. Carried

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

Next Meeting will be June 21<sup>st</sup>, 2018 on the second floor EDPT Conference Room.