

Cattaraugus County Land Bank Corporation

May 24, 2018

Minutes

1. Roll call: Chairman Martonis called the meeting to order at 9:02 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: Norm Marsh, Village Official, Eric Firkel County Attorney, Kate O’Stricker, EDP&T; Deb Miller EDP&T;

2. Review and approval of from previous meeting: Motion by Joe Keller, second by Dave Koch. Carried

| 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. Database Update: Jiffsoft completed the database. There are some bugs that will sent to Jiffsoft to correct. A link to the Land Bank has been put on Cattco.org and we are now able to track the number of visitors to the Land Bank Site.
 - i. Dan Martonis will send a new link for the real property to forward to JiffSoft.
- b. Demolition / DPW update: Contact will be made with Bill Fox to get a report on the progress of demolitions.
- 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 calls since the last meeting and no applications have been completed or submitted.
 - i. Community Action has been contacted to see if they have had any progress on the Affordable Housing Grant. They have not heard officially, but are very positive about the funding. If they are funded, CCA will be able to rehab 5 properties in year one.
 - ii. Board would like to look into getting properties on the MLS system. Frank Higgins will look into how to do this.
- d. Review of Project timelines: Project Timeline reports were given out for all nine properties. No Changes
- e. Other: Side-Lot Bids were received by adjacent land owners of six of the properties being demolished.

Motion was made by Sue Labuhn, second by Joe Keller to accept the bids. Carried

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

4. New Business

- a. Possible Bank Owned Properties: No new information this month
- b. Possible Auction Properties: List A: contained the Municipal Problem Properties that are on the Auction list: Motion Made to take List A properties made by Rick Helmich, second by Frank Higgins

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

List B contained other auction properties the Land Bank may be interested in taking on:
 Motion Made by Sue Labuhn, Second by Dave Koch to take the Following Properties from List B for Rehab:

- 1 Empire Street, Franklinville:
- 19 Empire Street, Franklinville:
- 109 Seventh St, Little Valley:

Motion Made by Sue Labuhn, Second by Frank Higgins to take the Following Properties from List B for Demo:

- 1 Pine Street, Franklinville
- 713 Sullivan Street West, Olean
- 211 Adams St. Olean

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

OTHER:

- Force in Place Insurance Policy: Motion was made by Dan Martonis, second by Rick Helmich to get an Insurance Policy.

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

- Special Incidental policy for Land Bank Economic Development Projects: Need to work on a policy that will cover how to take properties from the Auction and transfer them to non-profits, environmental groups, or for Economic Development projects such as the two properties for Zaepfel and the Limestone Snowmobile club. Crystal Abers and Eric Firkel will work on this policy and present for next meeting.

Action Items:

- Look into getting properties on the MLS Listing: Frank Higgins
- Contact Bill Arlow for Phase 1 on the rehab properties: Kate
- Send Letter to Bid Awardees: Kate
- Send letter and draft a contract with municipalities for shared service issues: Deb
- Insurance Policy: Crystal

5. 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 July 28th, 2018 on the second floor EDPT Conference Room.