

Cattaraugus County Land Bank Corporation

6/27/19

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		Abers, C	Aye
Koch, D	Aye	Helmich, R		Higgins, F	
Labuhn, S	Aye				

Also present: Deb Miller: EDP&T Staff, Kate O’Stricker: EDP&T Staff, Deb Miller; Ed Jennings, and Keri Kerper City of Olean; Bill Aiello (representing City of Olean and Villages), Charlie Davis: Representing Town Supervisors

2. Review and Approval of Minutes:

Motion Made by Sue Labuhn with a second by Dave Koch to Accept the Minutes as written for May 2019: Approved

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

3. Old Business

a. Website Report:

- i. March through May updated website report was given to members.
- ii. The Land Bank is not on the front of the Cattco.org with the new website. Crystal Abers will talk to the IT department to see if the link can be added back to the front page since 20% of the hits to the Land Bank site were generated from cattco.org.
- iii. New marketing campaign is being developed and will be sent out on Facebook and other social media outlets.
- iv. Deb Miller also provided a list of all the Facebook posts that has been done.

b. Demolition / DPW update:

i. **TOTAL DEMOS COMPLETED: 15**

ii. **DEMOS IN PROGRESS: 5**

1. 1 Empire Street Franklinville- HH Rauh
 2. 6197 Shadylane Lyndon- HHRauh
 3. 713 West Sullivan Olean- Geiter Done
 4. 1506 W Henley Olean- Geiter Down
 5. 3069 Route 39 Yorkshire- Getier
- LISC has authorized us to go ahead with these demos since the contracts have already been signed. Kate discussed issues with the Demo company completing the three projects going. She has given them until July 18th to have them completed.
 - Bids for Shady Lane and Empire in Franklinville have been accepted and we are working with the Attorney’s office to keep progress moving.

c. Rehab Property Update:

- i. Rehabs completed: Board was given the property description and scope of work for each. A sale price was discussed for each property:
 - 109 7th Street Little Valley: Total cost was \$30,065 with change orders.
 - 19 Empire St Franklinville: Total cost with Change order \$32,420
 - 266 Main Street Randolph: Total cost with change order \$27415

- ii. Discussion on the Rehab/ Stabilization: There is still a lot of work on all three properties to consider these actual rehabilitations. They have been stabilized.
 - 1. Little Valley needs flooring, paint in and outside- there were water issues in the basement, a sub pump should be installed in the basement
 - 2. Franklinville needs partial flooring, paint inside and outside, kitchen
 - 3. Randolph needs paint inside and outside.
- iii. Staff will work on options to install flooring and complete other projects to take care of some of the issues.
- iv. Deed restrictions will include updating the outside with paint/ siding if the board would like.
- v. It was decided that the Land Bank can reimburse up to \$5000 for new owners to install flooring if we can sell as is.
- vi. Board decided that the selling price for each of the properties are as follows:
 - 109 7th Street Little Valley- \$34,995
 - 19 Empire St Franklinville- \$34,995
 - 266 Main Street Randolph- \$31,995
- vii. For all of our next rehabs, the board decided that we need to add painting the inside and outside of the house and include flooring.
- viii. 109 7th Little Valley deed restrictions to be sent to the attorney's office once it is sold.
 - Painting inside and outside, sump pump in basement within 18 months
 - Up to \$5000 for flooring.
 - Have to live in it for 5 years.
- ix. 266 Main Street Randolph-
 - Discussion was had on issues with change orders and how to control the costs.
 - Deed Restriction: Paint outside within 18 months
 - Have to live in it for 5 years.
 -
- x. 19 Empire St Franklinville
 - Deed Restrictions:
 - Have to live in it for 5 years.
 - Issues with National Fuel- need to have the discussion on what needs to be done to install the fuel line from the main.
 - Kate will work with National Fuel to maybe put in a bollard or see what other options we have.
 - The garage in the back needs to be removed.
 - Kate will talk to Joe Keller to see if there are any other options to get these small jobs done.

4. Properties for Sale: Bids for current lots:

3353 Hazelmere Machias- \$11,000 from Nicholas Trbovich

Motion Made by Dan Martonis with a second by Sue Labuhn to Accept the bid: Approved

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

211 Adams Olean- \$5005- Harold Bell

Motion Made by Dave Koch with a second by Crystal Abers to Accept the bid: Approved

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

3069 Route 39 Yorkshire- \$11,100 Mark Kless

Motion Made by Dave Koch with a second by Crystal Abers to Accept the bid: Approved

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

5 Dean Street Randolph-\$1056- Harry Miller

Motion Made by Dan Martonis with a second by Sue Labuhn to Accept the bid: Approved

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

1 Pine Street Franklinville- \$1020- Mike Coyne

Motion Made by Dan Martonis with a second by Sue Labuhn to Accept the bid: Approved

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

The lots that we have not sold yet are:

- 535 Main Street Carrollton
- 6197 Shady Lane Lyndon
- 214 Pine Street Olean
- 713 W Sullivan Street Olean
- 3081 Cold Spring Road Randolph

For Sale signs have been ordered by the Cattaraugus County DPW and will be installed. Mr Aiellio asked to make sure that they are not placed in the right of way.

5. Property Transfers:

- a. The Legislature received a resolution to transfer properties from the County to the Land Bank. That passes. Once the documents are ready in the attorney’s office, they will be sent to Dan Martonis to sign. The will be filed with the Clerk’s office.
- b. Once they clear the clerk’s office, Kate will work with the Attorney’s office to have closings on the properties.

6. New Business:

- i. Maintenance of Properties: There are a few municipalities that will not mow Land Bank lawns as part of the agreement with the land bank:
 1. Little Valley
- ii. Clean up is also needed on some sites before they are mowed.
- iii. Mr. Keller was able to work with Social Services Mobile Maintenance group to have them take care of the lawn care.
- iv. New properties need to be secured
- v. The Land Bank Conference: the new law for Land Banks, it is very strict along with a very strict new Enterprise funder with new insurance requirements.
- vi. Discussion was had on how we can get better buy in from municipalities before we pick the properties off the auction list.
- vii. We will work to have at least 20 properties that are on the Auction List picked in March so that we can have these conversations before we take the properties.

Action Steps:

- Empire needs to have the bushes removed and remove the dilapidated garage.
- Land Bank Signs need to be installed
- Accepting the bids for five properties
- Secure all of the new properties
- Maintenance plans

Motion made by Sue Labuhn with a second by Dave Koch to Adjourn at 10:10 am

Next Meeting July 25, 2019. Third Floor Large Committee Room