

Cattaraugus County Land Bank Corporation
9/26/19

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	
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;

2. Review and Approval of Minutes:

Motion Made by Joe Keller with a second by Crystal Abers to Accept the Minutes as written for August: Approved

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. Website Report:

1. Land Bank is now on the front page of Cattco.org.
2. There has not been a lot of traffic in the last four weeks.

b. Demolition / DPW update:

- i. Four properties that we not accessed for assessment have been opened and there is now a key for the property.
- ii. 56 Services is in the process of completing the asbestos assessment. Once those are completed we will be have DPW complete the RFP and get that out.
- iii. Two demo properties have not been seeded property and sidewalk need to be replaced. (215 West Green Street and 214 Pine Street in Delevan) Empire- the contractor will be completing that by the end of October.
- iv. 1506 West Henley in Olean, the bidder – Julia McLarney has rescinded her bid. She does not want to purchase it due to the neighboring rental property. Dan Martonis will reach out and talk to her and see if we can help with her concerns.
- v. There is also interest from Nick B. (Owner of Four Mile Brewing) who would like to look at 326 South Barry to see the potential for rehabilitation. Kate will make an appointment to show him the house when the key is available.
- vi. There is also an interest from Rick Fie to rehab 27 Temple Street in Portville. Kate will reach out to show them the property.
- vii. It was discussed that Enterprise would like to see more rehabs from the Land Bank and less demos. It would be in our favor to be able to take properties off the demo list to sell with a scope of work for rehabilitation.
 1. Staff met with the new funders and showed a handful of the Land Bank Properties. Enterprise did not like properties such as 1506 W Barry because the house being demoed makes a gap in the neighborhood. It is changing the fabric of the neighborhood by

taking these houses down.

2. The funder also discussed at length how we pick our properties and how we decided whether they are demo or rehab the properties, whether we had inspections done and whether we have someone that has the expertise to make these judgements look at them before the land bank takes them from the auction. Enterprise would like us to figure out a better way to choose the properties that we take by getting more information before we accept them.
 3. The Delevan Fire Department has asked if they could use Cobb Avenue property for fire training. The Land Bank Board did not want to do that because of the poor condition of the house.
 4. Dan Martonis and Joe Keller went to the 20 North Main Property in Delevan. Photos were shown to the board. The municipality would like it to be rehabbed.
 5. The Board will need to relook at the list and talk to the potential buyers.
- c. Rehab Property Update:
- i. Facebook post for Vendors and contractors. We are having issues finding contractors to finish 19 Empire in Franklinville and 109 Seventh St in Little Valley.
 - ii. We do have one interested contractor from Little Valley- Tim LeClerc did look at the Little Valley Property. He stated he would be able to complete what we need on the house for \$25,000. As the property sits right now, no bank would put a mortgage on it. It would be his goal to get the house in shape so that a family can get a mortgage. It will be 6-10 weeks to complete. We will check with LISC to make sure that this is ok. This price will include
 1. Painting Inside and outside
 2. New kitchen- (\$10,000)
 3. Wall repairs and window trims repair/ replace
 4. New front steps and railing
 5. Rebuild side porch and steps with railings
 - iii. Met with Tami Hilmey is able to go in to homes and look at it to see if they are salvageable, but would not have the capacity to write up the scope of work with dollar figures.
 - iv. We have received some calls from people who have talked to Community Action however; they do not realize that they need to have funds to purchase the house. They have the impression that a grant will give them the house.
 - v. Currently we do not have anyone to complete the scopes of work. It was suggested that the Land Bank hire certified house inspectors. Kate has gathered prices from companies in the area and found that they average about \$350 per house.
 - vi. Discussion was has that we need to change the way we pick properties off the tax foreclosure list. We will have a 10 day window to have the properties inspected to see if they are candidates to be rehab/ demoed. We need to get in them, except the ones that have people that have not vacated. We have decided that in early March, Kate will provide a list of properties on the auction list that meet the criteria. From there, we will see if we can get in to any of them at that time. As we get closer to the auction we will make plans to have someone go in to look at the properties and give us a report that will tell us whether these properties are able to be rehabbed or if they need to be demoed.

vii. 20 North Main Street in Delevan would be in the target zone for rehabilitation.

We will perform a home inspection on it to see if it could be a rehab candidate.

d. Properties for Sale:

i. 535 Main Street Carrollton for sale-

1. Jeremy Rounseville offered \$5000 for the Casey's property. They would like to open a food service/ hot dog stand.

Motion Made by Sue Labuhn with a second by Crystal Abers to Accept the bid for 535 Main Street Carrollton: Approved

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

2. Bid on 1 Empire Street in Franklinville;

- Terry and Sharon Hahn- \$5500
- Tammy and John Woodward- \$ 2000

Motion Made by Rick Helmich with a second by Joe Keller to Accept the \$5500 bid for 1 Empire Frnaklinville : Sue Labuhn abstained: Approved

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

3. Paperwork for 6010 Toad Hollow Road in Mansfield is in process.

e. Properties Transferred: None

4. New Business:

a. November and December meeting schedule.

- i. Town of Olean Supervisor has sent in a problem property sheet that included one property that has been condemned and is looking for the land bank to help with the cost. 1661 Goodrich Ave. Olean. There is an unsafe building law that the town will give then the right to demolish the property. However, the town does not take title to the property. It was decided that the Land Bank could not help with this property because title to the property could not be given to the Land Bank.
- ii. P Card: set up for municipalities- a credit card would get points for purchased so that we may get a rebate. We are waiting to see if the Land Bank could use it. It will also control the contractor by allowing us to purchase the materials for jobs.
- iii. Discussion on the Scope of Work and how to get them done correctly. There is a need to get architects and engineers involved, however they can not give the Land Bank the scope that is needed. We have spoken to a contractor that may be able to do it for the Land Bank. There are also Certified Housing inspectors. We would need to look for ones that give costing with the report. Kate reported that she has been in contact with several of them and they charge roughly \$350 per house, however none of them put costs to the report. We may need to have the inspection done and the contractor come and create the scope of work. We need to have several to work with in different areas of the county. Kate will work to get names and come up with a way to have

interviews with them and get back to the board
iv. Kate suggested that the Land Banks goal for rehab needs to change from bringing the homes up to CODE to rehabbing the home so that it is mortgageable.

5. Action Steps:
 - a. Dan will call Julia McLarney and Rick Fie
 - b. Kate will call and make an appointment with Nick B from
 - c. Certified Home inspectors
 - d. New protocol for
 - e. The Paperwork for 301 West Oak is in the works. The Board would like to see the property. It will have to be a single family home.

Motion made by Joe Keller to Second by rick Helmich Adjourn

Next Meeting October 31st Large Committee Room, 3rd Floor