



## HURON COUNTY LAND REUTILIZATION CORPORATION

### Meeting Minutes

October 22, 2020

Zoom & In Person Meeting

Huron County Administration Building – Conference Room D

2:00 PM

*“The mission of the Huron County Land Reutilization Corporation is the preservation, restoration or disposal of abandoned or foreclosed properties. To strategically acquire properties, return them to productive use, reduce blight, increase property values, support community goals, and improve the quality of life for Huron County residents”*

President Shawn Pickworth called the meeting to order at 2:04 PM.

Attending via Zoom: Joe Hintz, Tim Pelsang, Kathleen Schaffer, Dave Weisenberger, Skip Wilde, and Dick Wiles

Attending in Person: Mitch Loughton, Shawn Pickworth, Carol Knapp, and Karmen Ross

Excused: Justin Ewell

Guest via Zoom: Matt Roche

Huron County citizens will have the opportunity to attend HCLRC meetings in person with limited attendance during the COVID pandemic. Thank you to Valerie Stebel for her assistance with the new technology in Conference Room D.

A quorum was established.

October 2, 2020 HCLRC Meeting Minutes Approval

- Motion to approve by Skip, seconded by Dick and passed.

Financial Report – Carol

- Balance Sheet and Profit & Loss Statement were provided to Board members prior to the meeting.
  - Checking account balance is \$97,833.32
- Motion to approve the financial report made by Mitch, seconded by Dick, and passed.

### **OLD BUSINESS**

#### Property Updates

- 21 Chatham – Norwalk
  - Certified letters were sent to adjacent property owners
  - Have received one application to acquire
  - Potential buyers have 30 days to respond.
- 119 Dale Street – Willard *Update from Tim*
  - There is some potential interest in the property.
  - Additional time needed to reach out to other potential buyers.
- 1 S West Avenue – Willard *Status of demolition – Tim*
  - The City is agreeable to splitting the cost of the demolition and then the profit from the sale of the property.
  - The contractor has been contacted; however, a demolition date has not yet been determined.
- 0 Section Line 30 Road – Bellevue (Sherman Township) *Update from Dick*
  - Dick has had conversation with one of the adjacent property owners.
  - Carol will determine all adjacent property owners and send out certified letters.
- 0 & 19 Pierce Street – Greenwich *Update from Skip & Shawn*
  - The interior of the property is very bad, and it was recommended that the structures be demolished.
  - Skip and Shawn recommended that we price the property two ways:
    - We do the demolition and sell the property for \$14,000.
    - We sell the property as is for \$7,000 and the purchaser does the demolition.
    - Motion to list property for \$14,000 and \$7,000 made by Mitch, seconded by Shawn and passed.

### Round 3 Property Acquisition Update

- Roland has received request letters for Round 3 properties.
- Waiting for deeds.
- Properties will be added to website and signs posted in properties.

### **NEW BUSINESS**

#### 27-1/2 State Street – Norwalk

- Side Lot Program
- Price set at \$1,000
- Adjacent property owner contacted Carol. She wants the property; however, there is poison “something” and a tree that is problematic.
- Carol stopped at the property and took pictures of the tree and poison “something”.
- Mitch advised that the tree is in the tree lawn and would be the City’s. There is a process for requesting removal of trees from the tree lawn. Carol will provide the information to the potential buyer.
- Carol explained the side lot program process to the potential buyer.
- Interested party was concerned about the price due to the issues and potential expense.
- After discussion, the board agreed that \$1,000 is a fair price. If buyer counteroffers, we can discuss further.

#### Banking

- Premier is now charging us \$5.00 a month for paper statement.
- The board previously approved transferring our checking account to Key Bank.
- Carol met with the Key Bank manager and account has been set up.
- Each board members needs to go to Key Bank with their driver’s license to sign the signature card.
- Carol will order Quick Book checks and deposit slips for the new account
- Once checks are received, we can close the Premier account.
- Shawn and Mitch agreed to accompany Carol to close the account and transfer the funds to Key.

#### Audit

- HCLRC was offered a basic audit for \$400 or a full audit for \$4,000. Shawn and I opted for the basic audit.
- Auditor was provided with all requested information.
- Audit report was sent to directors.
- One reportable issue was resolved. Steven Fawcett refiled our financial information in Hinkle. Audit report was already prepared and included that reportable issue.

#### 2021 Budget

- It’s time to prepare the 2021 land bank budget. Carol and Treasurer Dave Weisenberger will work on the budget and prepare a draft budget for the board’s consideration.

#### Other

- Dick mentioned how much work has been done on the two Plymouth properties. The exteriors have been cleaned up and new gas or water lines installed.
- Karmen mentioned how nice the Olena property looks. The buyer is ready for us to view the property, make the final payment, and receive their deed.
- Mitch mentioned the process on Whittlesey. The new home is going up fast.
- When Carol & Karmen take signs to new properties acquired, they will try to take pictures of the progress at other properties.
- Carol will also reach out to buyers to see how things are going and if they’d like to provide any pictures of progress.

PUBLIC COMMENT: (via chat or in person) NONE

#### ADJOURN

- Motion to adjourn made by Dick, seconded by Skip, and passed.
- Meeting adjourned at 2:29 PM.

Respectfully submitted,

Carol A Knapp  
Executive Director