



HURON COUNTY LAND REUTILIZATION CORPORATION
Meeting Minutes

December 3, 2020
Zoom Meeting
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: Justin Ewell, Joe Hintz, Mitch Loughton, Tim Pelsang, Shawn Pickworth, Kathleen Schaffer, Dave Weisenberger, Skip Wilde, and Dick Wiles

Staff Attending: Carol Knapp & Karmen Ross

Guest Attending: Matt Roche, Lance Seaman, Tara Harkness

A quorum was established.

October 22, 2020 HCLRC Meeting Minutes Approval

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

Financial Report – Carol & Dave

- Financial Reports provided to board via email.
 - Balance Sheet shows a checking account balance of \$97,833.32 compared to \$42,396.74 at year end 2019.
 - Other Current Assets shows \$83,425.50 for properties. No properties were acquired in 2019.
 - Statement of Cash Flows confirms checking account balance for 2020 and 2019.
 - Carol & Dave reviewed the financial statements prior to the meeting. 2021 statements will reflect comparison between 2021 and 2020. Budget to actual will also be included in 2021 financial statements.
- Anticipated Income in December
 - \$1,525.50 – Final Payment 499 St Rt 250, Norwalk
 - \$3,300.00 – Final Payment 17 N Kniffin St, Greenwich
 - \$4,825.50 – Total Expected Income
- Anticipated Expenses in December
 - \$18,750.00 – 4th Quarter Admin
 - \$397.70 – State Audit Fees
 - \$126.16 – Quick Book Checks, Deposit Slips, Stamp
 - \$19,273.86 Total Expected Expenses
- Projected Carryover
 - \$97,833.32 – Checking Account Balance 11/31/2020
 - - 5.00 – Paper Statement Fee
 - \$97,828.32 – Subtotal Checking Account Balance
 - +\$4,825.52 – Anticipated December Income
 - -\$19,273.86 – Anticipated December Expenses

Motion to approve the financial report mad by Skip, seconded by Mitch and passed.

OLD BUSINESS

Key Bank Account

- Signatures for checking account still needed for Skip, Joe, Kathleen, Shawn
- Key Bank has closed its lobbies due to COVID so need to call for an appointment. Carol will provide phone number to board members to schedule an appointment.
- Carol has ordered checks, deposit slips, and stamp for new account.
- Starter checks and deposit slips were received so we can close our account with Home Savings.

Properties Update - Karmen

- 0 Abby Lane, Willard – Asking Price \$7,500.00
 - Received 2 applications to acquire:
 - Offer: \$7,500. Plans to build single family detached home (is this a buildable lot?)
 - Offer: \$7,500. *Construct Garden / Green Space*

Dick advised that there is a \$20 association fee at Holiday Lakes for additional properties acquired by association members. There is an association fee of approximately \$2,000 for new association members. There is also a yearly association fee.

Dick advised that potential buyers interested in building on the property need to acquire with the Huron County Health Department to see if the lot is considerable buildable.

Since there are multiple applicants for the property, best and highest bid notifications will be sent to all applicants.

- 0 Birchbark, Willard – Asking price \$7,500.00
 - Received 6 Applications to Acquire
 - Offer \$7,500. Plans to make a side yard
 - Offer \$7,500. Plans to build single family detached home (is this a buildable lot?)
 - Offer \$7,500. Plans to build garden/green space
 - Offer \$7,500. Plans to make a side yard, own adjacent lot on Lakeview Dr as well as the house and property across the street from the adjacent lot at 908 Lakeview Dr. No current plans for the property.
 - Offer \$7,500. Plans to construct a home and side yard (is this a buildable lot?)
 - Offer \$7,500. Plans to create garden / green space

Dick advised that there is a \$20 association fee at Holiday Lakes for additional properties acquired by association members. There is an association fee of approximately \$2,000 for new association members. There is also a yearly association fee.

Dick advised that potential buyers interested in building on the property need to acquire with the Huron County Health Department to see if the lot is considerable buildable.

Since there are multiple applicants for the property, best and highest bid notifications will be sent to all applicants.

- 0 Glover, Norwalk
 - Received 4 Applications to Acquire – Asking Price \$10,000.00
 - Offer \$5,000.00. Plans to construct a 1,200 sq ft single family home in 2021. (HFH)
 - Offer \$10,000. Plans to construct luxury apartment
 - Offer \$10,000. Other listed (nothing elaborated)
 - Offer \$10,000. Plans are unknown at this time.

Since there are multiple applicants for the property, best and highest bid notifications will be sent to all applicants.

Tara Harkness expressed her interest in improving the property and providing good homes to the neighborhood.

Skip reminded board members that we need to keep in mind the best improvement for the neighborhood.

Mitch advised that the two lots need to be combined (at the expense of the purchaser) to result in a buildable lot.

- 13 New Street, Greenwich
 - Received 5 Applications to Acquire – Asking Price \$5,000.00
 - Offer \$5,000. Plans to rehab the school and use for multi-tenant use. Some community use as not for profit, like meeting space, sports training, senior activities, and for-profit for small business to use rented space as a startup for businesses that cant afford office space.
 - Offer \$5,000. Plans to rehab owner occupied top floor and bottom floor open to public.
 - Offer \$5,000. Plans to rehab / owner-occupied.
 - Offer UNKNOWN, Incomplete application
 - Offer \$5,000. Plans to rehab/rental and for-profit use.

Since there are multiple applicants for the property, best and highest bid notifications will be sent to all applicants.

This property was originally declined by the land bank board. After receiving an inquiry from a potential buyer, we discovered that the land bank still had the opportunity to acquire the property.

- 19 Pierce, Greenwich – Asking Price \$7,000.00
 - Received 3 Applications to Acquire (\$7,000 buyer demos, \$14,000 LB demos)
 - Offer \$7,000. Plans to demo and build new home
 - Offer \$7,000. Plans to rehab/owner occupied, rehab/rental
 - Offer \$7,000. Plans to demo.

Since there are multiple applicants for the property, best and highest bid notifications will be sent to all applicants.

Justin, Skip, and Shawn all evaluated the interior of the property and agreed that it cannot be rehabbed.

- 27 Tilton, Greenwich – Asking price \$5,000.00
 - Received 7 Applications to Acquire

- Offer \$5,000. Plans to rehab/owner-occupied
- Offer \$5,000. Plans to rehab/owner-occupied, rehab/rental
- Offer \$5,000. Plans to rehab/owner-occupied
- Offer \$5,000. Plans to rehab/owner-occupied
- Offer \$5,000. Plans to rehab/rental
- Offer \$5,000. Plans to rehab/rental
- Offer \$5,000. Plans to rehab/resell
- Offer UNKNOWN, Incomplete application

Since there are multiple applicants for the property, best and highest bid notifications will be sent to all applicants. This property is in bad shape; however, has “good bones”

- 123 Motson, Willard – Asking Price \$10,000.00
 - Received 2 applications to acquire:
 - Offer \$6,000. Plans to rehab/rental
 - Offer unknown, incomplete application

Since incomplete application was received, the board decided to sell it to the single complete applicant. Motion to sell for offer price of \$6,000 made by Skip, seconded by Shawn and passed.

- 27 1/2 State Street, Norwalk (Side Lot) – Asking Price \$1,000
 - Certified letters to adjacent property owners sent out – 30 days to respond

Mitch advised that there is a dead tree at back of the property near the adjacent property owner’s fence and garage. It is approximately 25 – 30’ tall and is a safety issue. He sent pictures to Carol. He estimated it would cost \$200 to remove the tree. The board may want to reduce the purchase price from \$1,000 or remove the tree prior to selling.

- 0 Section Line Road, Bellevue – Asking Price \$5,000.00
 - Certified letters to adjacent property owners sent out – 30 days to respond
- 35 Main Street – Wakeman
 - The Village is interested in the property and the land bank previously voted to donate it to the Village.
 - Carol will prepare a purchase agreement and once signed a quit claim deed.
- 21 Chatham – Norwalk
 - Received application to acquire from one of the adjacent property owners.
 - Carol will prepare purchase agreement and once signed a quit claim deed.
- 1 South West Avenue – Willard
 - Structure has been demolished.
 - Willard will send HCLRC an invoice for their half of the demolition cost (\$2,500)
 - Tim has received an offer to purchase the property for \$6,000.
 - Need interested party to complete an application to acquire.
- 57 Townsend – Greenwich
 - Carol needs to check with Virgil Giles on the status of the demolition of the structure.
 - Upon completion of the demolition, a quit claim deed will be prepared for the donation of the property to the village.

NEW BUSINESS:

- 2021 Budget Proposal
 - Carol and Dave presented the proposed 2021 budget to the board and explained the method used to determine income and expenses. Since we have no idea how many properties we will acquire in 2021, income was based on “guaranteed” income from 2020 deed in escrow properties and could change significantly.
 - Motion to approve the proposed budget made by Dick, seconded by Mitch and passed.
- Application to Acquire – now online application (thanks Karmen)
- Application to Acquire – proposed addition “Agree to selling Price?” “Offer Price”
 - Board determined that adding above statement could eliminate additional work for staff.

PUBLIC COMMENT) – noted previously.

OTHER - none

ADJOURN – Motion to adjourn made by Skip, seconded by Joe and passed. Meeting adjourned at 2:57 PM.

Respectfully submitted,

Carol A Knapp
Executive Director