



HURON COUNTY LAND REUTILIZATION CORPORATION
Meeting Minutes
April 23, 2020
ZOOM MEETING

President Shawn Pickworth called the meeting to order at 2:00 PM.

Attending: Joe Hintz, Mitch Loughton, Shawn Pickworth, James Pomerich, Kathleen Schaffer, Dave Weisenberger, Skip Wilde, Dick Wiles

HCDC Staff: Carol Knapp and Karmen Ross

A quorum was established.

HCLRC Board Appointments

- Due to Jim Ludban's retirement as Willard City Manager, the Treasurer's Appointment to the Land Bank Board was open.
 - Kathleen nominated James Pomerich to fill this position, seconded by Skip and passed.
- Dave Freitag's position (Commissioners & Treasurer Appointment) remains open. Skip, Joe, and Kathleen have some potential ideas on a replacement. Skip will follow up with potential nominees.

Election of Officers

Per the land bank bylaws, officers are determined at the land bank annual meeting or at a regularly scheduled board meeting. Since we have had resignations from the land bank board that impact our officers, Shawn asked to have election of officers at this meeting. Officers will serve until the land bank annual meeting – approximately one year from today's meeting.

- President – Shawn Pickworth – Nominated by Mitch, seconded by Dick.
- Vice President – Mitch Loughton – Nominated by Shawn, seconded by Kathleen.
- Secretary/Treasurer – Dave Weisenberger – Nominated by Kathleen, seconded by Mitch.

Motion to close nominations made by Dick, seconded by Skip, and passed.

Motion to approve Shawn as President, Mitch as Vice President, and Dave as Secretary/Treasurer made by Joe, seconded by Dick, and passed.

February 27, 2020 HCLRC Meeting Minutes Approval

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

Financial Report – Carol

- Profit & Loss Statement
 - We received first half DTAC in the amount of \$32,253.49. That was our only income.
 - Our one expense was in the amount of \$450.00 for ten second round property acquisition.
 - Net income is \$31,803.49
- Balance Sheet
 - Checking account balance is \$74,200.23
 - Other current assets (round 1 properties) total \$48,350.00
 - Total assets are \$122,550.23
 - Liabilities include our loan from Huron County in the amount of \$46,868.73.
 - Retained earnings are \$4,471.99.
- Statement of Cash Flow – indicates that our cash at end of the period is agreement with our checking account balance.
- State Audit
 - The State of Ohio wanted to start our audit the first of April and asked since they were complying with the Governor's stay-at-home order that audit documents be copied and mailed to the auditor. Since HCDC is also complying with the Governor's stay-at-home order, the audit was delayed until a later date.
- Invoice# 20135 Approval – 1st Quarter 2020 Land Bank Administration
- MADD Impressions Invoice Approval -Sale Pending Signs \$300

Joe made a motion to approve payment of invoices for 1st quarter administration and sale pending signs, seconded by Skip and passed.

Dick made a motion to accept the financial report, seconded by Dave and passed.

OLD BUSINESS

Properties in Pipeline

1st Round Acquisition Status

- We have one property that is a direct transfer
- We have nine properties that will be deed in escrow
 - Have timelines for renovation or demolition for eight properties.
 - Need demolition timeline from Greenwich.

2nd Round Acquisition Status

- Carol requested deeds for ten properties from the Auditor on February 27. There has been a delay due to the Governor's stay-at-home order.

Pricing for 2nd Round Acquisition Properties

Shawn asked Carol and Karmen to determine potential prices for the 2nd Round Properties. Following prices were submitted for consideration

Property #	Address	Acreage	Additional Info	Suggested Price
1	989 St Rt 250 New London	0.316	Tap fee \$1,000 per NORW. Assessments waived. FULL DISCLOSURE: Need permit from Health Dept. to vacate septic & final inspection. Need Health Dept. interaction for existing or new septic. House burned – property needs cleaned up.	\$3,000
2	29 Grand Ave Norwalk	0.305	Vacant Property – Norwalk demolished structures FULL DISCLOSURE: Norwalk Assessments: \$181.33 utilities, \$4,935.64 mowing	\$22,000 \$15,000
3	17 Kniffin Greenwich	0.1618	Possible Renovation FULL DISCLOSURE – Greenwich Assessments: \$1,688.15 mowing, \$62.97 utilities	\$6,000
4	148 Sandusky St Plymouth	0.2314	Possible Renovation FULL DISCLOSURE – Plymouth Assessments: \$6,226.73 mowing, \$600.88 utilities	\$15,000
5	81 S Main New London	0.2782	Apartment Building Possible Renovation FULL DISCLOSURE: New London Assessments: \$258.40 mowing	\$25,000
6	499 St Rt 250 Norwalk	0.067	FULL DISCLOSURE: Need permit from Health Dept. to vacate septic & final inspection. Need Health Dept. interaction for existing or new septic. House burned – property needs cleaned up.	\$10,000
7	140 Whittlesey Norwalk	0.3028	Vacant Property Needs survey completed (will need to cover in selling price)	\$15,000

8	49 Jefferson Norwalk	0.0849	Vacant Property Needs survey completed (will need to cover in selling price) NOT BUILDABLE LOT	\$3,000 \$1,000 PLUS SURVEY COST
9	208 Sandusky St Plymouth	0.5303	Entrance to Mary Fate Park Possible renovation Needs survey completed (will need to cover in selling price) FULL DISCLOSURE: Plymouth Assessments: \$2,735.67 mowing, \$1,000.10 utilities	\$15,000 PLUS SURVEY COST
10	21 Chatham Norwalk	0.0643	Side Lot Program	\$1,000 PLUS SURVEY COST IF NEEDED
11	10 Monroe St Monroeville		Commercial Property Originally acquired to donate to Village. Board decided to sell after acquiring. Village has requested immediate securing of property. SUGGEST RE-EVALUATING SALE PRICE! NEED TO ADVERTISE PROEPRTY FOR SALE	From \$30,850 To \$5,000

Skip made a motion to approve prices of Round 2 Properties as indicated above, seconded by Joe, and passed.

10 Monroe Street Property

- Shawn and Dave agreed to assist with properties that need to be secured.
- Carol to check with Julia in HR for land bank insurance information.

Assessments

- NORW waived assessments on land bank properties. (per Shawn Tappel)
- New London will waive assessments on land bank properties. (per Shawn Pickworth)
- Willard will waive assessments on land bank properties. (per James Pomerich)
- Norwalk will waive assessments on land bank properties. (per Mitch Loughton)
- Carol to check with Greenwich and Plymouth.

Purchase Agreements

- Direct Transfer
 - Carol made additional edits to the purchase agreement and added an addendum which provides additional protection for the land bank.
 - We can proceed with 0 Williams Avenue.
- Deed in Escrow
 - Carol redid the deed in escrow purchase agreement, added the addendum and a second addendum that describes renovation or demolition in general terms and provides a timeline.
- Title Process
 - With the Moving Ohio Forward Program, Carol just contacted the title agency and requested a title search since possession of the property never changed. This is not the case with land bank properties.
 - The judicial title search for the foreclosure process is not as detailed as a full title search. A full title search is needed to transfer property to the buyer.
 - The title search starts with the signed purchase agreement.

Carol is now able to complete purchase agreements for the 1st round properties.

- Shawn needs to sign purchase agreements.
- Carol may not be able to attend due to COVID (she is high risk due to age and is also susceptible to pneumonia).

- Matt with norwalkohionews.com would like to attend our first “closing” for an article.

Land Bank Signage Update - Karmen

Sale Pending Signage

- Karmen has signs

Sign storage – Karmen researched options as follows:

- **Action Mini Storage (no gated access)**
 - Cleveland Road Norwalk
 - 8x10 unit (smallest) \$35 month (\$420 annually)
- **Budget Storage (behind gated access on 250)**
 - 425 N. Milan Ave. Norwalk
 - ***5x5 Hallway (no driveup)***
 - \$26 month / \$10 deposit (\$312 annually)
 - ***5x10 Drive-Up Unit***
 - \$38 month / \$10 deposit (\$456 annually)
- **AOK on Woodlawn**
 - *No units available only waitlist*
 - 5x10 unit is \$40 month
- **Old Fire Station in Norwalk**
 - Have to go through City Hall to have access
 - It is for sale, so potentially have to move signs again if property sells
 - Limited access
 - Due to COVID, have not been able to view property (uncertain of access currently)
- **Carol’s Pole Barn in Shelby**
 - Free
 - Unlimited Access through Carol
- **New London (signs currently stored)**
 - Free
 - Limited Access

Decision was made to go with old fire station in Norwalk.

Mitch can provide access.

Sign inventory – return of signs

- Dick will bring two signs he has and the sign Willard has to fire department.
- Shawn will deliver signs to Norwalk.

NEW BUSINESS: None

Respectfully submitted,

Carol A. Knapp, Executive Director

Shawn Pickworth, President