



HURON COUNTY LAND REUTILIZATION CORPORATION Meeting Minutes

May 31, 2019

President Shawn Pickworth called the meeting to order at 1:00 PM followed by the Pledge of Allegiance.

Attending:

HCLRC Board Members: Terry Boose, Dave Freitag, Joe Hintz, Mitch Loughton, Jim Ludban, Shawn Pickworth, Kathleen Schaffer, Skip Wilde, and Dick Wiles.

Guests: Eric Cherry (Huron County Health Dept) & Roland Tkach (County Auditor)

HCDC Staff: Carol Knapp & Karmen Ross

Quorum established.

Approval of April 26, 2019 Meeting Minutes: Motion by Skip, seconded by Dick and passed.

Financial Report – presented by Dave – no change in bank balance since last meeting (\$69,828.31)

PRESENTATIONS:

- Septic System Regulations Impact on Land Bank by Eric Cherry
 - The land bank will be exempt or responsibility for septic system requirements will be shifted.
 - Since the land bank acquires property without transferring funds, there is a waiver form that would need to be completed.
 - When a buyer purchases a property from the land bank with intention to rehab the building, the new owner would complete a transfer form. The buyer needs to agree to have the septic system inspected in 60 – 90 days.
 - If residence is demoed and the septic system is abandoned, there is no need for action by the Health Dept.
 - Since the septic system program is relatively new, forms may likely be changed as the process moves forward. Double check with Eric for most up-to-date information and property specific information.
 - Buyers can sign the transfer form before they purchase the property.
 - We need to be careful and document actions well!
- “No Bid No Sale” Property Acquisition Process by Roland Tkach
 - After a property has had two tax foreclosure sales with No Bid – No Sale, the land bank can request that the properties be forfeited to the State.
 - Treasurer makes request to the prosecutor.
 - The court advises the political entities that properties were added to the state forfeiture list.
 - Political entities have ten days to request properties.
 - Land Bank can acquire
 - Land Bank advises the Auditor of interest in properties.
 - Auditor removes taxes and assessment from property
 - Auditor prepares Auditor deed to Land Bank
 - If Land Bank does not want to acquire forfeited properties, the Auditor has an Auditor’s Sale. If the properties don’t sell, the Land Bank can still acquire if they so desire.

OLD BUSINESS:

- 501-c-3 Status – We have not heard anything else from the IRS.
- D & O Insurance & Liability Insurance – The Land Bank now has D & O and Liability Insurance through the commissioners (CORSA). Insurance has \$2,500 deductible.
- Revised Municipality Agreement – Carol condensed the agreements previously distributed into one as requested. Board was provided with revised agreement for their review and future approval.
- Revised Property Evaluation Form – Jim’s staff made suggested changes to the draft form which was agreeable to the board. Motion to approve the form made by Kathleen, seconded by Joe and passed.

NEW BUSINESS:

- Contractor Pre-Qualification
 - HCLRC will publish a notice in the paper relative to pre-qualifications
 - Pre-qualification packets will be available and there is pre-qualification will be open throughout the year.
- Properties
 - Karmen prepared a PowerPoint presentation on the ten properties the board had expressed interest in acquiring.
 - Additional information on properties was provided including parties interested in purchasing properties from the land bank and either rehabbing or demolishing. Karmen will add this information to the PowerPoint.
 - Dick advised the board that he may have potential interested parties on two additional properties.
 - A motion was made by Jim, seconded by Mitch to request the following five properties be forfeited to the State and acquired by the land bank:
 1. 140 Whittlesey – Norwalk: vacant property, buildable lot
 2. 130 Buckeye St – Bellevue: City interested in demolishing and may provide financial assistance.
 3. 21 Chatham Street – Norwalk: vacant property – interested parties in the side lot program
 4. 11 Westwind – Norwalk – vacant property – buildable lot.
 5. 0 Williams Avenue – Norwalk – sidewalk – interested party
 - Land Bank signage will be ordered.
- HCLRC Policies & Procedures
 - A review of portions of the HCLRC Policies & Procedures was suggested so that the board has the ability to act quickly and in the best interest of the land bank. Board members were provided copies of the sections of the P & P to review and provide input on potential changes. The P & P is a living document and it is anticipated that changes will be made from time to time.
- OLBA Update – reported by Carol
 - Amendments are being proposed to legislation to provide land banks with limited authority to enter abandoned property during the foreclosure process. May also be amended to include initial environmental assessments.
 - Amendments are being proposed to allow for electronic publication of land bank actions.
 - HB252 may include funding for land banks.
 - Jim Rokakis will use his connections to encourage the President to continue and increase the Hardest Hit Funds.
 - Jim Rokakis is working with JobsOhio and ODSA for a new model to demolish Brownfield sites without an identified end user.
 - The Governor and ODSA is thinking outside the box to help landbanks and economic development.
 - Carol responded to an email from Jim Rokakis' office regarding the need for additional demolition funding for land banks.

Jim made a motion to adjourn, seconded by Skip. Meeting adjourned at 2:37 PM.

Next meeting scheduled for June 28 at 1:00 PM.

Respectfully submitted,

Carol A. Knapp
HCLRC Executive Director