



**HURON COUNTY LAND REUTILIZATION CORPORATION**  
**Meeting Minutes**  
August 20, 2020  
**ZOOM MEETING**

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

Attending: Justin Ewell, 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.

July 23, 2020, 2020 HCLRC Meeting Minutes Approval

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

Financial Report – Carol

- Board members were provided financial statements through August 19, 2020 via email.
- Checking account balance is \$103,938.32
- Dick questioned why 10 Monroe Street shows as current assets twice with different balances. Our accountant suggested two options for our properties to show on our financial reports: 1) wait until the property is sold and then list it as a current asset and immediately cancel it or 2) show the properties at the requested sale price and adjust later when property sells if there is a distance. We selected option 2 so show the actual value of our assets at all times. Carol has not learned how to adjust the entries yet. She inadvertently listed the property at each asking price. Corrections will be made.
- The Land Bank received the second half DTAC in the amount of \$16,601.85.
- The HCLRC State Audit is on hold until our accountant refiles our Hinkle report in a different format.
- Carol checked with Key Bank on documentation needed to establish a new checking account. She will deliver the documents and let board members know when they can stop at the bank for signature authorizations.
- Motion to approve financials by Dick, seconded by Skip and passed.

**OLD BUSINESS**

Properties Update – Carol

- 1 South West Avenue, Willard
  - Reached out to identified buyer. She is no longer interested in part due to COVID and the strain it has taken on your finances. Have a second interested party if she is no longer interested. She asked what the second party was going to do with the property and was quite concerned that they planned to renovate. It is in very poor condition.
  - James agreed that the property was in poor condition. He is uncertain if it is a buildable lot but will check it out. Carol is to provide James with the identified buyer's contact information. He will also check to see if the City has funds that could be utilized for demolition of the home.
- 49 Jefferson, Norwalk
  - Property has transferred to new owner.
- 499 State Route 250, Norwalk
  - Received signed purchase agreement and down payment.
  - Received a call regarding the property being cleaned up.
- 989 State Route 250, New London
  - Talked with the buyer yesterday. He is interested in proceeding.
  - Agreed to \$3,000 selling price.
  - I will prepare purchase agreement (deed in escrow) and meet with him next week since he does not have Internet for signatures and down payment.
- 57 Townsend, Greenwich

- Virgil is requesting the appropriation of funds for the demolition. He cannot give me the timeline for demolition until Council appropriates the funds.
- 29 Grand Avenue, Norwalk
  - Received two applications to acquire:
    - Offer \$5,500. Plans to build a new home on the property.
    - Offer \$5,000. Plans to build a new home on the property.
    - Motion made by Skip to accept the \$5,500 offer, seconded by Mitch and passed.
- 10 Monroe Street, Monroeville
  - Received three applications to acquire:
    - Offer \$12,500. Plans to renovate and rent.
    - Offer \$4,500. Plans to renovate and rent.
    - Offer \$4,000. Plan to rehab the lower level for owner-occupied business. Plans to rehab the upper level to rent apartments.
    - Motion to accept the \$12,500 offer made by Dick, seconded by Mitch and passed.
    - Carol received a call from a vendor that leased the pool table, a juke box, and video game to the previous owner. He has been unable to retrieve these items. The Board agreed that if he can provide proof of ownership, we will return the items to him.

## **NEW BUSINESS**

### Round 3 Property Acquisition

Board members were emailed a detailed list of properties available for acquisition:

- 123 Motson Street – Willard
  - James will check into this property and provide details at next meeting.
- 4270 Pleasant Street – Willard
  - This is outside the city corporation limits. James advised that we should not acquire.
- 0 Section Line 30 Road – Bellevue (Sherman Township)
  - Dick will check into this property and provide details at the next meeting.
- 21 Chatham Street – Norwalk
  - This is a property the land bank desires to acquire. We had received foreclosure information on the property previously; however, it had to go back through the foreclosure process due to a heir being located.
  - This is side lot program. Price previously determined as: 20' for \$400; 30' for \$600; two 25' lots for \$500 each with buyer paying for parcel split, OR \$1,000 for both parcels. Carol will send notifications to adjacent property owners that previously expressed interest in the parcels.
- 0 Glover Avenue – Norwalk
  - Norwalk demolished the house on the property so it is now vacant land. Norwalk would waive demolition costs. If combined, the two parcels would make a buildable lot. Habitat for Humanity may be interested since they have other homes on Glover. Following discussion, an asking price of \$10,000 was decided upon. Motion to acquire property and sell for \$10,000 made by Justin, seconded by Mitch and passed.
- 225 & 225 1/2 Central Avenue – Willard
  - James will check into a possible buyer for this property and report at the next meeting.
- 0 & 19 Pierce Street – Greenwich
  - Shawn advised that there is 138' frontage and two structures on the property.
  - He will check into the property further and report at the next meeting.
- 27-1/2 State Street – Norwalk
  - Mitch advised that this is vacant land and would be the side lot program.
  - Motion to acquire the property and sell for \$1,000 made by Skip, seconded by Mitch and passed.
- 0 Birchbark Drive – Willard (Holiday Lakes)
  - Dick will check into this property further and report to the board at the next meeting.

### Process for Viewing Properties

- In researching land banks, Karmen discovered that Hamilton County has an application to view a property which includes an online waiver. Even though we would have a scheduled open house time(s), individuals would need to complete the application to view and basically have an appointment. This process could save considerable time in showing properties.
- Karmen will create a waiver form to share with the Board at the next meeting.

### Frequently Asked Questions

- Karmen has started a Frequently Asked Questions document for board members and the public. She will send to the Board for comment at the next meeting.

Forfeited Land List

- Karmen suggested that we had a Forfeited Land List to our land bank website. This list would be potential properties that the land bank can acquire and would allow the public to indicate interest in properties.
- Carol and Kathleen will work on keeping a forfeited land list up-to-date for publication on the landbank website.

Public Comment – none

Other

- Shawn asked about the buyers that have paid 50% down and how we are tracking it. I've marked my calendar for followup with these buyers.

**NEXT MEETING OF THE HCLRC IS THURSDAY, AUGUST 27, 2020 AT 2:00 PM VIA ZOOM.**

Motion to adjourn made by Joe, seconded by James. Meeting adjourned at 2:45 PM.

Respectfully submitted,

Carol A. Knapp  
Executive Director