

MINUTES
Board Meeting
December 14, 2017

BOARD MEMBERS:

IN ATTENDANCE: Nancy Buck, Freda Eisenberg, Jacquie Leventoff (1:44), Josh Potosek, David Sager, Terri Ward, Ira Steingart, Alan Sorensen

ABSENT: Ron Stabak

OTHERS PRESENT: Jill Weyer, Ben Gailey (by phone), Andy Ford

I. Call to Order / Roll Call

The meeting was called to order by Freda Eisenberg, Chair, at approximately 1:39 p.m.

**II. Approval of Bills to Pay
To Be Paid**

Sullivan County Chamber \$ 25.00

Delaware Engineering \$ 2,000.00

A motion was made by Sager, seconded by Buck to approve the bills to be paid listed above.

III. Approval of Minutes – November 14

A motion was made by Buck, seconded by Potosek to approve minutes.

IV. Review of Status Report (handout)

Jill reviewed the Status report along with Freda and the following resolutions were presented.

RESOLUTION TO ENTER INTO CONTRACT FOR COMMERCIAL GENERAL LIABILITY INSURANCE

WHEREAS, quotes have been received from insurance brokers and reviewed, including a quote from Walls Insurance for Commercial General Liability Insurance; and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept such quote and enter into an agreement for Insurance Coverage for a Commercial General Liability Insurance Policy;

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman is authorized to enter into an Agreement for Insurance coverage for a Commercial General Liability Insurance Policy with Walls Insurance for the amount quoted in the Insurance quotation attached hereto as Exhibit A;
2. This Resolution shall take effect immediately.

Moved by Nancy Buck, seconded by Alan Sorensen, put to a vote with Ron Stabak absent, unanimously carried and declared duly adopted by a role of the board on December, 14, 2017.

RESOLUTION TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS, ACCEPT THE AWARD, AND ENTER INTO A CONTRACT WITH THE LOCAL INITIATIVES SUPPORT CORPORATION (LISC) AND THE COUNTY OF SULLIVAN

WHEREAS, the Local Initiatives Support Corporation (“LISC”) committed a grant in the amount of \$920,000.00 (the “Grant”) to the County of Sullivan (the “County”) for the Sullivan County Land Bank Corporation (“Land Bank”) to fund their ongoing community development work, and

WHEREAS, the Land Bank has entered into a shared agreement for the purposes of administering this grant with the County serving as a pass through for the Land Bank, and

WHEREAS, a requirement of the grant is to accept and authorize the Land Bank to use the funds as per the Disbursement Conditions Agreement (the “Agreement”); and

WHEREAS, to the extent the Land Bank is a SEQR agency, this action is not subject to the State Environmental Quality Review Act; and

WHEREAS, the Land Bank Attorney has reviewed the Agreement and has no legal objections to execution.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Land Bank Corporation hereby authorizes the Chairman and Secretary to execute any and all necessary documents to accept and administer the funding from LISC for the CRI program for the term of the grant as per the Disbursement Conditions Agreement with such changes as may be necessary with advice from counsel; and

BE IT FURTHER RESOLVED, that should the CRI funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

Moved by David Sager, seconded by Alan Sorensen, put to a vote with Ron Stabak absent, unanimously carried and declared duly adopted by a role of the board on December, 14, 2017.

RESOLUTION TO ENTER INTO CONTRACT FOR TITLE INSURANCE

WHEREAS, quotes have been received from title insurance agents and reviewed, including a quote from All County Title / Escrow for Title Insurance (Q-17-3); and

WHEREAS, the Land Bank’s Board of Directors believe it is in the best interest of the Corporation to accept such quote and enter into an agreement for Title Insurance Coverage as recommended by the LISC grant;

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman is authorized to enter into an Agreement for Title Insurance with All County Title / Escrow for the amount quoted in the Insurance quotation attached hereto as Exhibit A;
2. This Resolution shall take effect immediately.

Moved by Nancy Buck, seconded by Dave Sager, put to a vote with Ron Stabak absent, unanimously carried and declared duly adopted by a role of the board on December, 14, 2017.

RESOLUTION TO ENTER INTO CONTRACT FOR ACCOUNTING SERVICES

WHEREAS, proposals have been received from several agencies and reviewed, including a proposal from Waschitz-Pavloff CPA LLP for Accounting Services (R-17-2); and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept such proposal and enter into an agreement for Accounting Services;

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman is authorized to enter into an Agreement for Accounting Services with Waschitz-Pavloff CPA LLP for an amount not to exceed Five Thousand (\$5,000) dollars;
2. This Resolution shall take effect immediately.

Moved by Freda Eisenberg, seconded by Dave Sager, put to a vote with Ron Stabak absent, unanimously carried and declared duly adopted by a role of the board on December, 14, 2017.

RESOLUTION TO ENTER INTO CONTRACT FOR CONTRACTING SERVICES

WHEREAS, proposals have been solicited and a proposal has been received from Collier Construction for Contractor Services (R-17-4); and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept such proposal and enter into an agreement for Contractor Services for pre-construction services for potential rehab of properties;

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman is authorized to enter into an Agreement for Accounting Services with Collier Construction for an amount not to exceed Ten Thousand (\$10,000) dollars, subject to the approval of the Land Bank attorney;
2. This Resolution shall take effect immediately.

Moved by Terri Ward, seconded by Ira Steingart, put to a vote with Ron Stabak absent, unanimously carried and declared duly adopted by a role of the board on December, 14, 2017.

V. Other Business

- Danny Ihne properties: Nancy Buck introduced the subject of an offer made to the land bank of parcels in Mamakating. Discussion followed. It was agreed that Mamakating is not a focus of the land bank at this point in time, and work on properties there could dilute current resources. It was also noted that the subject properties are unbuildable and would largely qualify as "side lots." It was suggested that the land bank explore the development of a side lot program in the future.
- Jeff Bank: Freda Eisenberg and Jacquie Leventoff reported on a meeting with Jeff Bank in response to an inquiry from them about the land bank. The concept of "rent to own" was suggested rather than outright sale in order to create a larger pool of potential purchasers, provide a period where tenants can get used to and trained in the responsibilities of home ownership, and potentially generate some SCLBC revenue. SCLBC Board members present agreed the idea was worth further exploration.

- Blight inventories: Freda Eisenberg and Jacquie Leventoff reported on a meeting with SUNY Sullivan president Jay Quaintance regarding the possibility of training and utilizing SUNY Sullivan students to complete blight inventories for Monticello and Liberty using the Loveland mobile app. Quaintance was enthusiastic and will determine whether the students will be made available through the work study program or as part of a civics course. A discussion followed regarding the current subscription to the Loveland app, which is held by the Village of Monticello. A motion was made by Eisenberg and seconded by Leventoff to obtain the subscription so that the app may be used County wide; all in favor. A recommendation was made to develop an MOU between the SCLBC and SUNY Sullivan regarding and student activity, and to explore insurance issues.
- Housing Summit – Initial discussion on setting up a housing summit to get all organizations and agencies together to discuss issues and to inform them on the goals and projects of the Land Bank.
- Zombie Grant – Continued discussion on assisting with the coordination of the Monticello & Liberty grant awards
- Annual Meeting Calendar: It was agreed to move meetings in 2018 to the second Thursday of the month at 1:30. Motion made by Eisenberg, seconded by Sorensen. All in favor.

VI. Public Comment

There was no public comment.

VII. Adjournment

The meeting was adjourned at 2:46 upon a motion by Eisenberg, seconded by Ward, with all approving.