

Freda Eisenberg, Chair  
Jacquie Leventoff, Vice Chair  
George Nikolados, Treasurer  
Terri Ward, Secretary



Nancy Buck  
Vicky Ferguson  
Joshua Potosek  
Bruce Reynolds  
Alan Sorensen  
Ira Steingart

## **MINUTES**

### **Board Meeting**

**May 16, 2019**

#### **BOARD MEMBERS:**

**IN ATTENDANCE:** Freda Eisenberg, Jacquie Leventoff, George Nikolados, Terri Ward, Vicky Ferguson, Bruce Reynolds, Alan Sorensen, Ira Steingart (8:56)

**ABSENT:** Nancy Buck, Josh Potosek

**OTHERS PRESENT:** Jill Weyer, Helen Budrock, Juan Journet

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#### **I. Call to Order / Roll Call**

The meeting was called to order by Freda Eisenberg, Chair at 8:32 am.

#### **II. Approval of Bills to Pay**

##### **Paid:**

Jacobowitz & Gubits (March '19)	\$ 5,259.64
Waschitz & Pavloff (Accounting Services)	\$ 4,675.00
Insero & Co. (Audit Services Year End 12.31.18)	\$ 3,500.00
Wire Pro (7 Washington Street, Monticello)	\$ 290.00
Wheat & Sons (7 Washington St. Monticello)	\$ 21,153.68
NYSEG (9 Cross Street, Monticello)	\$ 16.42
NYSEG (7 Washington Street, Monticello)	\$ 18.60
Sherwood M. Walls, Inc. (Property & GL Ins.)	\$ 4,105.15
AECC	\$ 22,254.00
USPS (Roll of Stamps)	\$ 55.00
Loveland	\$ 10.00

##### **To Be Paid:**

Jacobowitz & Gubits (April & May '19)	\$ 4,250.50
Tectonic Engineering & Surveying	\$ 7,375.00
Sullivan County Democrat	\$ 27.15
NYSEG (9 Cross Street, Monticello)	\$ 16.51
NYSEG (7 Washington Street, Monticello)	\$ 18.60

A motion was made by Nikolados, seconded by Sorensen, all present approved the bills to be paid listed above.

#### **III. Approval of Minutes – April 18, 2019**

A motion was made by Nikolados, seconded by Leventoff, all present approved minutes from April 18, 2019 meeting.

#### IV. Status Report & Resolutions

##### **RESOLUTION TO AUTHORIZE EXECUTION OF AGREEMENT WITH THE COUNTY OF SULLIVAN FOR THE RUST PROGRAM AND SIGN ALL NECESSARY DOCUMENTS**

WHEREAS, the County of Sullivan approved funding in the amount of \$83,750 for the RUST program at its April Legislative meeting to remove up to 5 unsafe structures; and

WHEREAS, an agreement has been received from the County of Sullivan for receipt of funding; and

WHEREAS, in order to approve the funding award, documents will need to be executed.

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

1. the Executive Director and/or Chair are authorized to execute any and all documents necessary to accept the funding award and to receive funding from the County of Sullivan, subject to approval of the agreement by the Land Bank attorney, and
2. this Resolution shall take effect immediately.

Moved by Sorensen, seconded by Ferguson, put to a vote with Buck and Potossek absent, carried and duly adopted on a vote of 8 Ayes, 0 Nays.

##### **RESOLUTION TO PARTICIPATE IN THE ROCK THE BLOCK EVENT IN PARTNERSHIP WITH SULLIVAN RENAISSANCE**

WHEREAS, Sullivan Renaissance is a non-profit organization that will be holding the Rock the Block event on June 7 and 8<sup>th</sup> on the Washington Street Block; and

WHEREAS, Sullivan Renaissance has requested the Land Bank to sign a participation agreement and photo release as part of the event; and

WHEREAS, Sullivan Renaissance would like to use our property located at 4 Washington Street as a staging area for the event; and

WHEREAS, Sullivan Renaissance has worked with the Buyer of 7 Washington and the Land Bank to identify improvements to be made to the property as part of the Event; and

WHEREAS, Sullivan Renaissance will indemnify and name the Land Bank as an additional insured as part of the Event; and

WHEREAS, the Land Bank wishes to participate in the Rock the Block event; and

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

1. Land Bank participation in Sullivan Renaissance's Rock the Block event is approved; and
2. The Executive Director and/or Chair is authorized to execute the participation agreement and any and all documents necessary to participate in the Event, subject to approval of the documents by the Land Bank attorney; and
3. This Resolution shall take effect immediately.

Moved by Sorensen, seconded by Nikolados, put to a vote with Buck and Potossek absent, carried and declared duly adopted on a vote of 8 ayes, 0 nays.

##### **RESOLUTION TO AUTHORIZE EXECUTION OF AGREEMENT WITH NEW HOPE FOR PROPERTY MAINTENANCE OF LAND BANK PARCELS**

WHEREAS, the Land Bank is in need of property maintenance on parcels owned by the Land Bank; and

WHEREAS, the Land Bank's Board of Directors believes that it is not prudent or appropriate to prepare a request for proposals and it is in the best interest of the Corporation to accept such proposal and enter into an agreement for property maintenance services with New Hope Community Inc., because their partnership is mutually beneficial and will foster collaboration to provide these necessary services.

WHEREAS, in order to approve the agreement, documents will need to be executed.

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

1. the Executive Director and/or Chair are authorized to execute any and all documents necessary to authorize the agreement in an amount not to exceed \$6,080, subject to approval of the agreement by the Land Bank attorney, and
2. this Resolution shall take effect immediately.

Moved by Sorensen, seconded by Steingart, put to a vote with Buck and Potosek absent, carried and duly adopted on a vote of 8 Ayes, 0 Nays.

#### **RESOLUTION TO ENTER INTO CONTRACT FOR ENVIRONMENTAL TESTING ON REHAB PROPERTIES**

WHEREAS, qualifications and fee schedules been received from qualified vendors and reviewed, including a response from Keystone Engineering for various Environmental Testing services (R-19-1) on land bank parcels; and

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

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 Environmental Testing with Keystone Engineers for the amount not to exceed \$25,000 as outlined in their quote attached hereto as Exhibit A;
2. This Resolution shall take effect immediately.

Moved by Sorensen, seconded by Nikolados, put to a vote with Eisenberg and Stabak absent, unanimously carried and declared duly adopted by a role of the board on January 18, 2018.

#### **V. Old Business**

Jill reviewed the status report with the Board, highlighting the recently completed Phase 1s and the environmental testing quote received from Keystone as well as the quote for property maintenance from New Hope. Both were presented to the Board and resolutions were passed. The CCP and May 8 training with the village will be held on May 20 and participation is welcome.

#### **VI. New Business**

##### NYLBA Annual Conference

The annual conference will be held in Buffalo this year from June 12-14 at the Buffalo Marriot Harborcenter, we are able to bring 3 free of charge. Both Freda and Jill will plan to attend.

##### 2019 Foreclosures

While Josh was absent, he wanted to bring to the attention of the Board that board members are prohibited from voting on properties at the County auction. While the resolution will not pass until after the auction, it will include the Sullivan County Land Bank on the list of prohibited bidders.

##### Other News

More discussion is needed on the property management software and a demonstration was planned for after the meeting for interested board members. Additional information is needed to see if it's an effective use of grant money and whether it will efficiently use limited staff time.

The need to plan a vendor outreach with the Sullivan County Chamber and to coordinate with RUPCO for homeowner outreach was brought up. Jill will work with both the Chamber and RUPCO to coordinate such an event.

#### **VII. Public Comment**

Helen & Juan discussed the upcoming Rock the Block event and projects anticipated for the Land Bank home. She also mentioned reaching out to Job Corp again for potential partnerships.

#### **VIII. Adjournment**

The meeting was adjourned at 9:20 am upon a motion by Sorensen, seconded by Buck, with all present approving.