

MINUTES
Portage County Land Reutilization Corporation
Reed Memorial Library
Wednesday, October 19, 2016
2:30 P.M.

At 2:30 p.m. Chair Vicki Kline stated they needed to go into Executive Session. Executive Session ended at 3:00 PM. No action was taken.

The Board of Directors of the Portage County Land Reutilization Corporation met for a regular monthly meeting on Wednesday, October 19, 2016 at the Reed Memorial Library. The meeting was called to order at 3:00 PM by Chair Vicki Kline.

ROLL CALL – Lisa Reeves

<u>Present:</u>	Vicki Kline	Brad Cromes	Kathleen Chandler
	Wendi O’Neal	Bridget Susel	Jack Kohl
	Ina Sayre		

<u>Also Present:</u>	Mike Bogo	Jennifer Robison	Kate DeAngelis
	Kaitlyn McNeerney	Alecia Bencze	Julia Adkins
	Denise Smith	Lisa Reeves	John Zizka
	Dan Morganti	Chad Murdock	Bob Finney
	Glenn Reigelman	Janet Esposito	

APPROVAL OF OFFICIAL MEETING MINUTES

September 28, 2016 Regular Meeting Official Minutes

A few corrections were noted. On the second page it states the following “Alecia Bencze asked if it would be easier for Brad Cromes to sign as a member of the Land Bank since them rather than Dave Vaughan since Brad Cromes is readily available. The words “since them” should be deleted. W. O’Neal made a motion to approve the minutes of September 28, 2016 as corrected. Motion seconded by B. Cromes. Motion carried with 7 Yeas.

FORECLOSURE CONTRACT UPDATE – Alecia Bencze

Three properties were transferred and there will be approximately 22 properties that will be transferred within the next month.

Alecia Bencze said that she attended a seminar last week where they had brought up some things that a lot of the other land banks are doing. Alecia Bencze said that essentially we do in our complaints a right of redemption period where someone could come forward and pay the

taxes. Other counties do not allow you to redeem the property if it is in violation of any health or safety code. You have to bring it to code and then you are able to redeem the property.

B. Susel said she liked it because otherwise they could pay the taxes and you still have a blighted situation for the city to deal with. This would ensure that if they are going to really pay their taxes that they are also going to bring the property up to code. Alecia Bencze said that Lucas and Franklin Counties both do this. Alecia Bencze said she was going to contact them and ask for the exact wording that they use for this. K. Chandler said it seemed strange that if a person owns property that we would not allow someone to pay their taxes. K. Chandler felt that they should use the zoning laws to go after the person for the violation. K. Chandler questioned whether or not this would be legal.

John Zizka stated that many of the township's zoning codes do not have a maintenance section. John Zizka felt that the proper authority would be the Portage County Building Department rather than the zoning department. V. Kline agreed.

Alecia Bencze said she would contact Lucas and Franklin Counties and bring the information to the meeting once she gets it.

REPORTS AND COMMUNICATIONS

Treasurer's Report - Dan Morganti

Dan Morganti presented the September Financial Statement. The Land Bank currently owns 61 parcels. Total revenue for the month was \$81,840.79. Total expenses for the month were \$3,346.48.

B. Cromes asked when the 2017 budget would be presented. Dan Morganti said it was presented last year in December.

Denise Smith said she has reviewed their contract and the numbers she looked at was 40 properties at about \$1,500 each and have provided 52 deeds of which 19 are in the pipe line. Denise Smith said she is thinking that next year that their contract should be increased from \$60,000 to \$75,000. Denise Smith said she will draft the contract and present it at the next meeting.

B. Cromes made a motion to accept the financial statement as presented. Motion seconded by W. O'Neal. Motion carried with 7 Yeas.

Kaitlyn McNerney said they were contacted by the Auditor of State and they said they will not be audited.

NIP Update – Mike Bogo

Mike Bogo presented an update on the NIP Program.

Mike Bogo said that everything is progressing well and are ahead of schedule. Houses have also started to come down.

OTHER BUSINESS

December Meeting – Vicki Kline

The next meeting has been scheduled for December 7, 2016 at 2:30 p.m. at the Reed Memorial Library.

NDS and Portage County Prosecutor's Contract Renewal

Both contracts will be presented at the next meeting.

iPads – Mike Bogo

W. O'Neal said she would use the iPad. Everyone else agreed that they like working with paper versus using the iPads.

Tax Lien Purchase Discussion – Mike Bogo

Mike Bogo presented draft language for tax lien purchases. B. Susel recommended bringing this to the Policy Committee Meeting for discussion.

MOF Lien Releases – Chad Murdock

Chad Murdock said he believed they have all of the signed letters from each of the communities. Chad Murdock said he will verify that they have received all of the letters and that they have all gone to the Auditor's Office by the next meeting.

Abandoned Gas Station Cleanup – Kate DeAngelis and Bob Finney

Kate DeAngelis said there is an abandoned gas station at 1057 West Main Street, Ravenna and there are two tanks that are underground on the property. The City of Ravenna has brought this to the Land Bank.

Kate DeAngelis said she would like to foreclose on the property and once it has been foreclosed on then we can proceed to clean up the site.

Kate DeAngelis said there are no signs of any spills or contamination on the site as of yet. If there is contamination then we could apply for a Cleanup Grant that could assist with the cleanup.

B. Susel asked if there had been a Phase 1 completed on site yet. Kate DeAngelis said there hasn't been a Phase 1 completed. B. Susel recommended that a Phase 1 be completed before any decision is made on how to proceed.

Bob Finney said the gas station was abandoned in 2006 and in June 2011 the City of Ravenna requested that soil and groundwater samples be taken however the samples were taken around the perimeter because the City didn't have authorization to go onto the site. Bob Finney said that when the gas station was in operation it was in compliance and there were no issues.

B. Susel said the City could get a court order to allow for the testing since it is considered to be nuisance. Kate DeAngelis said she believed the tanks were empty. Bob Finney said they had a court order to do the demolition. B. Susel said that if the City received a court order for the demolition then it should allow for the City to proceed with the Phase 1 or 2 testing.

Bob Finney said that before the Land Bank came along the City had no resources to go to alleviate any tax delinquency which is estimated at \$70,000. B. Susel said that this is very different from a residential piece of property. B. Susel said she just wants to make sure there isn't any contamination before going any further. John Zizka stated that he has attended a number of NEFCO's meetings and they are always approving Phase 1 and 2 assessments. John Zizka recommended consulting with NEFCO for guidance. V. Kline said she would contact Joe Hadley at NEFCO.

B. Cromes asked if there was an end use once the site was cleaned up. Bob Finney said they were just going to plant grass.

501(C) (3) Application - Kaitlyn McNerney and Chad Murdock

Kaitlyn McNerney said she received a letter from the IRS that said they were still pending because the Land Bank needs to amend their Article of Incorporation to include a clause that says the Land Bank is organized for purposes that dignify the 501(C)(3) description. Chad Murdock has prepared the language adding it. Chad Murdock stated that what the issue is, if the Land Bank were to dissolve you can only give your property to a similar 501(C) (3) organization. Chad Murdock said there is a statute 17.2407 that says that when you dissolve the property goes to the County and that they decide what to do with it. Chad Murdock said that if the Land Bank wants to be a 501(C) (3) the land bank will need to jump through the hoops. Chad Murdock stated that Richland County was doing the same thing and did not have to go through all of these same hoops.

J. Kohl made a motion to amend the Articles of Incorporation to amend the language as it was worded in the Resolution. Motion seconded by B. Susel. Motion carried with 7 Yeas.

ADJOURNMENT

B. Cromes made a motion to adjourn the meeting at 3:48 p.m. Motion seconded by W. O'Neal. Motion carried with 7 Yeas.

We do certify that the foregoing is a true and certified record of the Board, the official meeting of October 19, 2016.



Vicki Kline
Chairman



David Vaughan
Secretary/Administrator