

## MINUTES

### Portage County Land Reutilization Corporation

Reed Memorial Library  
Thursday, September 28, 2017  
3:30 P.M.

The Board of Directors of the Portage County Land Reutilization Corporation met for a regular monthly meeting on Thursday, September 28, 2017 at Reed Memorial Library. The meeting was called to order at 3:30 PM by Vicki Kline.

#### ROLL CALL – Lisa Reeves

#### Board Members Present

Vicki Kline	Brad Cromes	Jack Kohl	Bridget Susel
Ina Sayre	Wendi O'Neal		

#### Board Members Excused

Sabrina Christian-Bennett

#### Also Present

Jim DiPaola	Julia Adkins	Gregory Barton	Teresa Steinlechner
Daniel Canfield	Dan Morganti	Bob Finney	John Kovacich
John Zizka	Stacy Brown	Jennifer Robison	Mike Bogo

#### APPROVAL OF OFFICIAL MEETING MINUTES

#### August 24, 2017 Official Meeting Minutes

The August 24, 2017 minutes were presented. J. Kohl made a motion to approve the minutes as presented. Motion seconded by I. Sayre. Motion carried with 5 Yeas.

#### FORECLOSURE STATUS UPDATE

Greg Barton updated the board that there are 69 properties have been foreclosed on and transferred to the Land Bank since January 2017. There are 12 signed off Sheriff Deeds in Jennifer's office that cover 22 more parcels that will be transferred to the Land Bank by the end of the month. Two parcels were not sold at Sheriff Sale and will be forfeited to the Land Bank. One is on Minyoung Road and the other is on Summit Road, both in Ravenna.

Greg said he attended the Ohio Land Bank Conference and he spoke to a representative from OHFA regarding mobile homes. The NIP funding requires that mobile homes be on a fixed foundation and not considered to be mobile. Greg said that whenever he runs across a mobile home he has been contacting the zoning inspector and asking them to take photo of the underneath of the mobile home showing that it is not mobile in order to streamline the process. V. Kline said that at the policy committee meeting it was discussed and it was said that the Land Bank proceed very carefully with the mobile homes.

Greg said the Land Bank will not have to foreclose on the Church of God in McElrath. The owner past away and the grandson would like to turn it into a memorial and/or park.

### REPORTS AND COMMUNICATIONS

#### Treasurer's Report – Dan Morganti

Dan presented the August Financial Statement. The current revenue is \$8,918.40 and the Year-to-Date Revenue is \$640,612.94. The expenses for the month were \$71,107.98 and the Year-to-Date Expenses are \$419,851.81.

#### NIP Update/Demo Tracking ~ Jennifer Robison

There are 3 properties in Maplegrove will be demolished next week.

3125 Polly Road and 7276 State Route 303 – The specifications are being completed and will go out to bid next week.

#### Sales/Agreement – Jennifer Robison

Three properties were sold. B. Cromes questioned how much the properties were sold for. M. Bogo said the Land Bank Received over \$20,000 for the properties.

#### Policy Committee Report – Brad Cromes

B. Cromes stated that the Policy Committee met on September 27<sup>th</sup> and a number of topics were discussed. One of the discussions was about mobile homes. The Committee felt that they should tread carefully with the mobile homes.

Another discussion was about the sales in the Skeels and McElrath areas. It was hoped that the McElrath Improvement Corporation would assist the Land Bank to find buyers for those parcels. B. Cromes felt that there had been some miscommunication as to who should be doing what. A community meeting has been scheduled for October 5, 2017 at 4:00 p.m.

B. Cromes noted an article that was published in the Record Courier on September 19, 2017 regarding illegal dumping. The purpose of the article was to identify and stop illegal dumping in the County. B. Cromes said that he has had an ongoing conversation with the Sheriff Department and with the Health Department. There has been discussion about putting together a task force to identify how we can make sure that things are consistently enforced.

There was also discussion about DTAC funds and the future spending needs.

B. Cromes presented a flow chart that can be relied on consistently in an unbiased way to direct property either to the market (Side Lot Program) or to community partners.

John Zizka questioned how a realtor was going to be selected for the properties to be offered for sale. B. Susel said that they will solicit for 3 price quotes.

### **OTHER BUSINESS**

#### **PPS Software**

B. Cromes said they did have someone walk them through the PPS software. B. Cromes felt that there was a strong value for the product. V. Kline recommended that this be added to the October agenda for approval for the purchase of the software.

7276 State Route 303, Freedom Township – John Zizka said that he has been working with Rick at NDS. So far the Township has taken out 38 bags of trash. John Zizka said he personally took six bags of glass to the recycle bin. The Township crew also removed 35 tires and took them to Solid Waste. Photos were presented that were taken of the clean-up. John Zizka said that they haven't had much success with the oil company who owns the lines. John Zizka said he was going to recommend to Rick that they not worry about the gas line and to go ahead and put the demolition out to bid. John Zizka said the lines are already capped and disconnected. Rick from NDS and a representative from the oil company went out to the site and they didn't like the way the school building (building being preserved) was plumbed. Neither structure has any gas lines connected.

Two Resolutions was presented.

1. A Resolution of the Board of Directors of the Portage County Land Reutilization Corporation Designating C. David Vaughan or Stacy Brown to Execute Certain Agreements - This Resolution designates Dave Vaughan or Stacy Brown (NDS) to execute deeds, leases, contracts, agreements and other documents (except checks, drafts, notes, bonds and other instruments requiring the payment of money) on behalf of the Land Bank effective September 28, 2017 and until such time as the Board of Directors by resolution otherwise directs.

A motion was made by W. O'Neil to approve the resolution as presented. Motion seconded by B. Cromes. Motion carried with 6 Yeas.

2. A Resolution of the Board of Directors of the Portage County Land Reutilization Corporation Designating C. David Vaughan or Stacy Brown to Sign Invoices – This Resolution designates Dave Vaughan or Stacy Brown (NDS) to sign invoices for services or goods to be provided to the Land Bank on behalf of the Land Bank per the By-Laws, effective September 28, 2017 and until such time as the Board of Directors by Resolution otherwise directs.

A motion was made by J. Kohl to approve the resolution as presented. Motion seconded by W. O'Neil. Motion carried with 6 Yeas.

October Meeting – Vicki Kline

The next regular meeting has been scheduled for Monday, October 16, 2017 at 1:00 p.m. at Reed Memorial Library.

ADJOURNMENT

J. Kohl made a motion to adjourn the meeting at 4:03 p.m. Motion seconded by B. Susel. Motion carried with 6 Yeas.

We do certify that the foregoing is a true and certified record of the Board, the official meeting of September 28, 2017.

  
\_\_\_\_\_  
Vicki Kline, Chairman

  
\_\_\_\_\_  
David Vaughan, Secretary/Administrator