

**STEBEN COUNTY LAND BANK CORPORATION (SCLBC)**

*Wednesday, August 5, 2020*

*10:30 a.m.*

*2<sup>nd</sup> Floor Conference Rooms*

*Annex Building*

*Bath, New York*

**PRESENT:** Hilda T. Lando, Chair, Steuben County Legislator – District 2  
Scott J. Van Etten, Vice Chair, Steuben County Legislature Chairman – District 13  
Jack K. Wheeler, Steuben County Manager  
Tammy Hurd-Harvey, Steuben County Commissioner of Finance  
Jennifer Miller, City of Corning Planning & Economic Development Director  
Bill von Hagn, Mayor Village of Bath  
John Buckley, Mayor, City of Hornell

**OTHERS:** Amy R. Dlugos, Planning Director/SCLBC Executive Director  
Jennifer Prossick, Steuben County Attorney  
Christopher Brewer, Deputy Steuben County Manager  
Danielle Kenny, Arbor Development  
Jeannie Glass, Arbor Development  
K. Michael Hanna, Steuben County Legislator – District 5  
John V. Malter, Steuben County Legislator – District 4  
Brenda K. Scotchmer, Clerk, Steuben County Legislature  
Mary Perham

**I. CALL TO ORDER**

Mrs. Lando called the meeting to order at 10:30 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JULY 1, 2020, MEETING MADE BY MS. MILLER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 7-0.**

**III. DISCUSSION / ACTION ITEMS**

A. *Treasurer's Report* – Mrs. Dlugos stated the Treasurer's Report was included in the meeting packet that she emailed. We are still waiting for reimbursement from Enterprise in the amount of \$300,000. We just gave them the information for the electronic funds transfer.

B. *Project Updates – LISC Grant*

- *137 E. Washington (Bath)* – Mrs. Dlugos stated she does not have any update other than all information has been sent to Habitat for Humanity.
- *148 Terry (Hornell)* – Mrs. Dlugos informed the Board we did have an offer, however they did not meet the income qualifications. We have a waiver from LISC on another property and we need to sell to a qualifying individual. The real estate agent is working on this and there continues to be interest.

Ms. Glass stated this property has limited parking and a contractor is coming to look at it. Our construction coordinator went out yesterday to see if there are any options for moving the fence back to create more parking. We don't know if we will have the capability to do that. We have had several individuals comment on the parking. Other than that, people are happy with the house.

Mayor Buckley asked have you received any other offers? Ms. Glass replied no. Ms. Kenny stated there was another couple that was interested, but they did not qualify. Mayor Buckley asked is parking the main issue or is income eligibility the issue? Ms. Glass replied the bigger issue is income eligibility. However, of the people walking through, the consistent comment is that there is only room to park one car. Mayor Buckley stated maybe we should consider if it is possible to create a second parking spot and move the fence back, if that is the main hang up. Mrs. Lando asked will moving the fence back create another spot? Ms. Glass replied I just got a message from our construction coordinator and he is indicating there is not enough room unless you don't want to be able to open the car door.

Mr. Van Etten stated someone else lived there for many years. Ms. Glass stated yes. Mayor Buckley stated there is plenty of street parking. There is a school there and during school hours parking is limited. Ms. Glass asked can you park on the street through the evening in the winter? Mayor Buckley replied yes unless there is a snow event. Ms. Glass asked can they park on either side of the street? Mayor Buckley replied yes.

Mrs. Dlugos stated the current list price is \$84,900. I don't know if it would be appropriate for the Board to consider lowering it to \$79,900 or if you want to let it go another month. Mayor von Hagn commented he thinks it is a little early to drop the price and the Board was in agreement.

C. *Project Updates – Enterprise*

- *278 Chestnut St. (Corning)* – Ms. Glass stated this project will be finished this month. The contractor is working on finishing the floors and doors today. They will do final touch ups and cleaning and then we will be doing the final walkthrough within a week. This is turning out very well. By the next meeting this will be completed and we will order the appraisal and come back with a suggested selling price. Mrs. Lando asked can the Board do a walkthrough when it is completed? Ms. Glass replied yes.
- *1480 Chestnut St. (Hornell)* – Mrs. Dlugos stated we have received an offer on this property and this would be appropriate for discussion in Executive Session.
- *9187 CR 74 (Pulteney)* – Ms. Glass explained we did the foundation leveling and repairs and the Board had approved the demolition of the kitchen wall and that has been completed. The floor in the kitchen is not level. The construction contractor, Griffin Construction, met with our construction coordinator and me to discuss a change order to address this. The change order includes plumbing the kitchen wall at the sunroom, reframing the partition walls, jacking and leveling kitchen floor and replacing eight missing heat runs due to asbestos abatement. The total cost of the change order is \$2,300. With the approval of this change order the contractor can start at the end of August or early September on the full construction.

**MOTION: APPROVING A CHANGE ORDER FOR GRIFFIN CONSTRUCTION OF NYS, INC. IN THE AMOUNT OF \$2,300 TO PLUMB THE KITCHEN FLOOR AT THE SUNROOM, REFRAME PARTITION WALLS, JACK AND LEVEL KITCHEN FLOOR AND REPLACE EIGHT MISSING HEAT RUNS DUE TO ASBESTOS ABATEMENT MADE BY MR. VAN ETTEN. SECONDED BY MR. WHEELER FOR DISCUSSION.**

Mayor von Hagn commented it seems like this is poorly put together in terms of the explanation put out. Ms. Glass stated you could tell that the foundation needed stabilization before construction began. That still didn't raise the floor up in the kitchen and we knew we had to remove that. When you go into these houses you really don't know the history. Doing a demo could truly uncover why that floor, after doing the leveling, didn't work. We discovered that it did not tie in. Mayor von Hagn stated I am not questioning the need, but just the dollar value assigned to each item. Ms. Glass stated

I don't want you to think we are piece mealing. We want to understand, before the contractor gets in there, what we are really looking at.

**VOTE ON PREVIOUS MOTTION: ALL BEING IN FAVOR. MOTION CARRIES 7-0.**

- 8867 SR 415 (*Campbell*) – Mrs. Dlugos stated we are still waiting for word on when we can hold a tax sale. Ms. Prossick stated we still cannot get default judgements, so we are still waiting.
- 24 Ames St. (*Addison*) – Mrs. Dlugos stated discussion on this property is appropriate for Executive Session.
- 24 Baldwin Ave. (*Addison/Habitat for Humanity*) – Mrs. Dlugos stated we are waiting on the transfer documents from Habitat for Humanity.

**IV. OTHER BUSINESS**

A. *Rehab Partnership Proposal* – Mrs. Dlugos stated she did receive a proposal from Habitat for Humanity to establish a more formal partnership with them. The proposal would have the Land Bank take possession of the property, cover the cost of clean out and abatement if needed and that the Land Bank would hold title for 24 months to allow Habit to establish families that would be ready for the homes. Habit would rehab the property per our design criteria and specified scope of work and they would line up a low-income buyer. They are proposing that at closing there be a double transaction that would cover the transfer of title from the Land Bank to Habitat and from Habitat to the homebuyer. At closing both the Land Bank and Habitat would recoup their costs.

Mrs. Lando asked if Habitat lines up low-income buyers, does that fit in with our guidelines? Mrs. Dlugos replied yes. I don't know that Habitat has particular properties in mind immediately. Enterprise is willing to give us a six-month extension and we really need to finish that grant out.

Mrs. Hurd-Harvey stated the philosophical question is do we want to be in business to just break-even but have the opportunity to do good things, or do we want to make money? Mrs. Dlugos stated we need to make money to fulfill the mission of the organization. I don't see any more grants coming in the near future. This would be a situation where we would be providing affordable housing and eliminating blight, but also breaking even. Mr. Van Etten commented just because we would have a two-year agreement with Habitat does not mean that we would let them cherry pick and we could maintain those ourselves.

Mrs. Lando asked why would we do this? Mrs. Dlugos replied we have done the demos and those would be actual rehab homes. It allows us to have a better plan in place if this would work. We would be setting up a more formal plan on rehab proposals. Mrs. Hurd-Harvey asked why would they need this? Mrs. Dlugos replied we would take care of the acquisition and we are not paying property taxes for the time we are holding them.

Mr. Van Etten asked in the Land Bank Association, are there other land banks that are aligned with Habitat for Humanity? Mrs. Dlugos replied I think Chemung County has a partnership. Ms. Glass stated they do not. Ms. Kenny stated the Buffalo/Erie Land Bank partners with Habitat for 20 projects per year and they split the profits at the end. Their agreement is on the Land Bank Association website.

Mayor von Hagn asked is there a checklist for how they select properties? They may help to shortcut some of our change orders up front and other hiccups. Ms. Kenney replied I don't think there is. A lot of land banks don't have a tax sale anymore so they are not picking properties.

Ms. Miller stated I am not against this, but what is the capacity of Habitat to do this? There are a few properties, particularly one in Corning that they are still finishing up. What is their ability to complete within the time period? Mrs. Dlugos stated she met with Habitat and Mr. Soda about the potential of USDA funding to do some of this work.

Mrs. Ferratella stated at a recent Inter County meeting, Jamestown had a plan for all of the rehabs and so they might have something to do with Habitat. Mrs. Scotchmer commented that was actually Cattaraugus County. Mrs. Dlugos stated it would be good to have a structure in plan. She stated she will get more information from Erie and Cattaraugus counties and follow up.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. WHEELER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 7-0.**

**MOTION: AUTHORIZING THE LAND BANK EXECUTIVE DIRECTOR TO ACCEPT AN OFFER OF \$105,000.00 WITH 6 PERCENT CONCESSIONS WITH THE BUYER PAYING THE COSTS FOR THE SEPTIC INSPECTION RELATIVE TO THE PROPERTY LOCATED AT 1480 CHESTNUT ST. SITUATE IN THE TOWN OF HORNELLSVILLE MADE BY MR. WHEELER. SECONDED BY MAYOR VON HAGN. ALL BEING IN FAVOR. MOTION CARRIES 7-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MAYOR VON HAGN. ALL BEING IN FAVOR. MOTION CARRIES 7-0.**

B. *Next Meeting* – The next meeting has been scheduled for Wednesday, September 2, 2020, at 10:30 a.m.

**MOTION: TO ADJOURN MADE BY MAYOR VON HAGN. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 7-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\*  
Wednesday, September 2, 2020  
10:30 a.m.**