**MINUTES**

PRESENT:  Hilda T. Lando, Chair, Steuben County Legislator – District 2  
           Jack K. Wheeler, Steuben County Manager  
           Tammy Hurd-Harvey, Steuben County Commissioner of Finance  
           John Buckley, Mayor, City of Hornell  
           Raymond Walch, Mayor, Village of Addison  
           Mark L. Ryckman, Corning City Manager

OTHERS:  Christopher Brewer, Deputy County Manager/SCLBC Executive Director  
          Jennifer Prossick, Steuben County Attorney  
          Mitch Alger, Steuben County Deputy Commissioner of Finance  
          Jennifer Galvan, Steuben County Assistant County Attorney  
          Rocco Soda, Arbor Development  
          Jeanne Glass, Arbor Development  
          Mary Perham

ABSENT:  Scott J. Van Etten, Vice Chair, Steuben County Legislature Chairman – District 13

I. CALL TO ORDER

Mrs. Lando called the meeting to order at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 5, 2021, MEETING MADE BY MR. WHEELER, SECONDED BY MRS. HURD-HARVEY. ALL BEING IN FAVOR. MOTION CARRIES 5-0. (MR. RYCKMAN ABSENT FOR VOTE)

III. NEXT MEETING

Mrs. Lando stated if the Board is agreeable, she would like to change the time of the meetings to 11:00 a.m. The Board was in agreement. The next meeting will be held on Wednesday, July 7, 2021 at 11:00 a.m.

IV. DISCUSSION/ACTION ITEMS

A. Treasurer’s Report – Mr. Alger asked if there were any questions on the report. Mr. Ryckman commented that he really likes the project summary at the bottom for each house; that is really smart.

B. Project Updates – Enterprise Grant
   - 9187 CR 74 (Pulteney) – Mr. Brewer stated they will be holding an open house on June 5th. This sale needs to be within the AMI guideline limits.
   - 7162 State Route 54 (Bath) – Mr. Brewer stated the asbestos survey has just come back and we will be reviewing that and then we will need to get the bids out for the work to be completed. Mr. Soda explained there is about 16 square feet of duct wrap and we are working on the specs. We are also working on in-kind donations for this project as well.
Steuben County Land Bank Corporation (SCLBC)

Wednesday, June 2, 2021

● **115 Front Street (Addison) and 44 Upper Farnham (Addison)** – Mr. Brewer stated both of these properties are scheduled for demolition in June. We are setting up a meeting with LCP Group, Inc. and need to coordinate the timing with Public Works. We are still in the process of setting a date.

Mrs. Lando asked did the Village of Addison waive the taxes on these properties? Mayor Walch replied yes.

● **3-5 Olive Place (Hornell)** – Mr. Brewer stated we are on the verge of getting the title search back and we hope to execute all the documents by next week. The demolition will be done by LCP Group, Inc. and that will also be scheduled for June. He stated we have also been in contact with ProAction and we are good to go with that piece as well.

C. **Habitat for Humanity Update** – Mr. Brewer informed the Board that we have sent out $40,500 to Habitat for Humanity. Mr. Soda stated the project on Third Street in Corning is completed. We inspected it and did the pay app. The second project is located at 271 Park Avenue in Corning. Our portion is the huge foundation job, the roof and the HVAC. The roof is complete and the foundation contractor has started work. We anticipate this project will be completed by the end of July.

Mrs. Lando asked if Mr. Soda had an update on potential properties in Pulteney and Cameron? Mr. Soda replied that he has not heard back from the Pulteney Town Supervisor. He stated that they have been very engaged with the Cameron community and they will be going to a public meeting on June 16th to make a presentation about their housing study program. There is a lot of great data and what the Land Bank brings to the table is yet to be determined. Mrs. Lando asked is that housing study ongoing? Mr. Soda replied the study is complete. We have income data and every home has had a window survey. We are starting on a landlord ambassador program.

Mr. Brewer commented he has reached out to the code enforcement officers to put together a list of housing priorities and we should get that back in June. However, we will have to wait until the moratorium is lifted.

Mr. Soda informed the Board there is a new State program where there is $25 million available to Land Banks. The Land Bank can apply for a subsidy up to $95,000 per home, which is focused on minority neighborhoods. If the County has a predominant minority neighborhood, we could have access to those funds, however, it may not be the right fit for Steuben County. Mr. Brewer stated he will talk to the Planning Director, Mr. Sousa, to see if he has any of that information. Mr. Soda explained the Land Bank would acquire a home and then apply for the subsidy. The intent of the program is to have a turn-key home in a blighted neighborhood with minority ownership. He commented this program is his top priority in Chemung County this summer and he will flush out all the details. The formal RFP just came out yesterday and now all of the Land Banks have received that information.

D. **Use of Properties** – Mr. Brewer stated he would like to get some direction from the Land Bank on a request that was received from the Sheriff. The Sheriff is requesting use of acquired Land Bank properties for the SWAT Team and fire departments to use for training exercises prior to demolition or rehabilitation. I talked with Ms. Prossick about this and we thought it best for the Land Bank to make that decision.

Mr. Wheeler stated my personal opinion is I have some serious concerns. In some of the exercises there would be the potential for drywall damage and other things, along with the potential of liability between the County and the Land Bank. There are other avenues for training purposes. Ms. Prossick stated the request also does not meet the mission of the Land Bank. We discussed it internally and said that it was not our decision to make.

**Secretary’s Note:** The Board was in agreement with not allowing properties acquired by the Land Bank to be used for training exercises by the Sheriff’s Office or fire departments.
MOTION: TO ADJOURN MADE BY MAYOR BUCKLEY. SECONDED BY MAYOR WALCH. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature