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 SEPTEMBER 1, 2021, MEETING MADE BY MR. WHEELER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DISCUSSION/ACTION ITEMS

A. Treasurer’s Report – Mr. Alger reported the balance as of October 28, 2021 is $469,555.25.

B. Project Updates

- **7162 State Route 54 (Bath)** – Mr. Brewer stated on October 15th I had emailed the Board three changes orders. Two of those were approved by the Treasurer as they were under the $5,000 threshold. The third which involved kitchen cabinets was agreed to via email poll. He asked that the committee ratify that decision.

MOTION: RATIFYING THE APPROVAL OF A CHANGE ORDER FOR CHAMBERLAIN CONSTRUCTION FOR THE PROCUREMENT AND INSTALLATION OF KITCHEN CABINETS FOR A TOTAL AMOUNT OF $5,200.00 MADE BY MR. VAN ETTEN. SECONDED BY MAYOR WALCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Kenny commented at the December meeting, once the project is complete, we will get you guidelines for listing and then contact Maggie Horan to put it on the market.
• **115 Front Street (Addison)** – Mr. Brewer informed the committee the paperwork is ready to be signed and closing will be early next week. This property was purchased by the neighbor for the list price of $6,000.

• **44 Upper Farnham (Addison)** – Mr. Brewer stated we have not seen any interest in this property since it was listed. He stated he will reach out to Maggie Horan to see if we can put a push on it. We will also reach out to the neighbors. This property was listed for more than the Front Street property as it is a larger lot.

C. **Properties for Consideration** – Mayor Walch commented another property in Addison that would be a candidate for rehabilitation would be 25 Tuscarora Street. Mr. Brewer stated he has been compiling a list of potential properties in Riverside. Mrs. Lando asked with compiling these lists should we prioritize the properties before the tax sale? Mr. Brewer stated the moratorium will be lifted in January, best case scenario. If that happens, we would start our process which would be 60 – 90 days out from that. We would be looking at the end of March or beginning of April. Ms. Prossick commented the thought was to put it through our regular process so that it would be in the spring timeframe.

D. **Habitat for Humanity Update** – Mr. Madison stated we had a call with Habitat last week and they still have not received their funds. The AHC funds are guaranteed and they have heard nothing about the FHLB funds. This is the funding for the SR 54 property. We are not sure how to proceed at this point. We could list on the open market first, as opposed to waiting for the funding. If we sell to an income-eligible buyer, we could put those funds back to the Land Bank after the sale. Mrs. Kenny stated we don’t know if we can get title. It would be listed at least at $170,000. This is a three bedroom, 1 ½ bath house and it would not be affordable for someone at 80 percent of AMI. If we do not get the funds through Habitat for Humanity, then we are looking at losing $60,000 on this property. It may not make sense to hold it and wait for Habitat for Humanity.

Mayor Walch stated I would hate to see us lose $60,000 - $70,000. Mrs. Lando stated I would agree. Mayor Walch asked can we do anything to make it less? Mr. Van Etten commented we are dealing with potential buyers that have to meet certain requirements and the $170,000 is out of their reach. Mrs. Kenny stated if we do not have any income qualified buyers, then we could list it as unrestricted on the market and we would at least break even. She noted FLBC is a new program and Habitat feels confident they will get the funding, but there is no guarantee. Mrs. Lando asked what happens with Habitat if we decide to list it? Mrs. Kenny replied they would have to find another house. We would still want to work with them. It is up to the Board if you want the risk. I don’t know if there would be added work based on their grant requirements. Mr. Van Etten asked could we do a listed sale to an unrestricted buyer and if nothing happens then revert back to Habitat? Mrs. Kenny replied yes. The property will not be ready until December. Mrs. Lando stated if they don’t get their funding then we could sell it unrestricted. Mrs. Kenny replied yes and if it doesn’t sell than you can revert it back to Habitat.

E. **2022 Budget** – Mr. Brewer presented the 2022 budget for approval.

**MOTION:** ADOPTING LAND BANK 2022 BUDGET AS PRESENTED BY THE EXECUTIVE DIRECTOR MADE BY MR. WHEELER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

**MOTION:** TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MAYOR WALCH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by Amanda L. Chapman, Deputy Clerk, Steuben County Legislature

**NEXT MEETING**
Wednesday, December 1, 2021
11:00 a.m.

Steuben County Land Bank Corporation
Wednesday, November 3, 2021