

MINUTES OF THE STARK COUNTY LAND REUTILIZATION CORPORATION
September 15, 2014

The Stark County Land Reutilization Corporation met in regular session Monday, September 15, 2014, 8:30 a.m. in the Stark County Regional Planning Commission Conference Room.

Board Members

Alex Zumbar

Lem Green

Janet Weir Creighton

Tom Bernabei

RPC Staff

Bob Nau

Others

Jim Wallace, Treasurer Dept.

Sarah Peters

Maureen Austin, Community Building Partnership

Dave Thorley

Jaime Allbritain, Treasurer Dept.

Jill Gerber

Beth Pearson

Lynn Carlone

1) **CALL TO ORDER BY SCLRC CHAIRMAN - Alex Zumbar**

2) **ROLL CALL**

Board Members Present:

Alex Zumbar, Stark County Treasurer/Chairman

Tom Bernabei, Stark County Commissioner

Janet Creighton, Stark County Commissioner

Lem Green, Municipal Representative

3) **MINUTES OF THE AUGUST 18, 2014 - SPECIAL MEETING**

Bernabei moved, Creighton seconded, and the motion carried to approve the minutes of August 18, 2014.

4) **TREASURER REPORT - Jim Wallace**

Wallace reviewed the bank reconciliation statement for the month of August ending with a checking account balance of \$289,480.97. Regarding the Star Plus funds, about \$170.00 was earned on interest for the month. Bernabei moved, Creighton seconded, and the motion carried to accept the Treasurer's report.

5) **ADMINISTRATIVE REPORT**

Sarah Peters gave a Power Point presentation summarizing the Moving Ohio Forward program, the Neighborhood Initiative Program and the Side Lot Program.

Zumbar asked to amend the agenda to include an invoice from RPC for \$431.79. Bernabei moved, Creighton seconded, and the motion carried to amend the agenda to add the above-noted RPC invoice.

6) DEMOLITION PROGRAM/SIDE LOT PROGRAM REPORT -

Carlone stated the City of Alliance is wrapping up their last five demolitions. All three of the demolitions that remain in the county have been completed, but they are still waiting for the paperwork. She did not see any problems with meeting the deadline to complete what the county said they would do. The City of Canton did submit packets last week after not receiving anything from them for several weeks.

MOVING OHIO FORWARD UPDATE:**Non-Match Approved Property - Subrecipients**

- 1) City of Alliance – Twenty (20) demolitions (20 units of housing) have been complete, submitted, and reimbursed by the State AG’s office, for a total demolition cost, including soft costs of \$241,468.95; 100% reimbursed to the City of Alliance. Alliance has added 5 additional properties to the MOF demolition listing (match to be made up with DTAC funding). Work is underway.
- 2) City of Canton - 5 approved demolitions (5 units of housing) completed, submitted, and reimbursed by the State AG’s office, for a total demolition cost, including soft costs of \$40,034.22; 100% reimbursed to the City of Canton. No additional demolitions utilizing non-match funding will be undertaken.
- 3) Perry Twp. – 3 approved demolitions (3 units of housing) completed, submitted, and reimbursed by the State AG’s office, for a total demolition costs, including soft costs of \$19,452.03; 100% reimbursed to Perry Township. No additional demolitions utilizing non-match funding will be undertaken.
- 4) Plain Twp. - 5 approved demolitions (5 units of housing) completed, submitted, and reimburse by the State AG’s office, for a total demolition cost, including soft costs of \$25,357.12; 100% reimbursed to Plain Township. No additional demolitions utilizing non-match funding will be undertaken.

Non-Match Approved Property - Non-Subrecipients

- 1) 43 demolitions (45 units of housing) completed, submitted, and reimbursed by the State AGs office. Total demolition costs, including soft costs - \$619,466.57 (\$500.00 match credit provided by Pike Twp.) (3 - Beach City, 1 – Canal Fulton, 1 - East Canton, 20 – Massillon, 2 – Meyers Lake, 1 – Navarre, 3 – Waynesburg, 2 – Wilmot, 1 - Canton Twp., 1 - Bethlehem Twp., 1-Lake Twp , 3 – Lexington Twp., 1 – Nimishillen Twp, 1 - Pike Twp., & 2 - Tuscarawas Twp.).
- 2) 3 properties under contract for demolition, for a total of \$43,350.00 + soft costs/administration costs. (1 – East Canton , 1- Waynesburg & 1 - Nimishillen Twp.)

Match Property - Subrecipient

- 1) City of Alliance - 7 demolitions (20 units of housing) completed, submitted, and reimbursed by the State AG’s office. Total demolition cost, including soft cost - \$177,457.36. A total of \$102,457.36 reimbursed to date. (As expected, the overall demolition costs exceeded the “matched” funding, \$75,000.00, provided by Alliance. This unmatched funding, \$27,457.36, was made-up with “MOF non-match funding”.) No additional demolitions will be undertaken by Alliance utilizing match funding.

- 2) City of Canton – 298 demolitions (342 units of housing) completed, submitted, and reimbursed by the State AG's office. Total demolition cost, including soft cost - \$2,059,888.19. A total of \$1,029,944.00 reimbursed to date. One additional property has been submitted for reimbursement, but will not be submitted until additional properties are submitted. The city has stated that additional demolitions are underway, but they have not yet been submitted for reimbursement to RPC/State AG.
 - 3) Perry Twp. - No demolitions will be undertaken by Perry Twp. utilizing match funding.
 - 4) Plain Twp. – Eleven (11) additional demolitions (11 units of housing) have been complete, and submitted for reimbursement to the State AG's office. Total demolition cost, including soft costs - \$74,389.33. A total of \$37,194.65 reimbursed to date. No additional demolitions will be undertaken by Plain Twp. utilizing match funding.
- **Total Available MOF Grant: \$2,343,607.00**
 - **Total Reimbursement submissions to date: \$1,959,536.14**
(Balance available to submit: \$384,070.86)
(Administration credited to date: \$94,513.43)
 - **Total Non-Match funding available - \$510,703.08** (\$500,000 non-match funding + \$10,703.08 match credit)
Invoiced to date: \$510,703.08
Remaining balance to be submitted for reimbursement: \$ -0-
 - **Total Match funding available - \$1,832,903.92**
Invoiced to date: \$1,448,833.06
Remaining to be submitted for reimbursement: \$384,070.86

NEIGHBORHOOD INITIATIVE PROGRAM (NIP) UPDATE:

City of Canton

- **Total Number of Properties Identified on an Active List for Acquisition: 245**
- **Number of Properties submitted for Board of Revision for foreclosure: 156**
- **Number of Anticipated Properties to be Acquired through Direct Purchases or Deed in Lieu of Foreclosure: 10+/-**
- **Total Number of Acquired Properties under NIP: 1**

Other Communities - Participation Pending

SIDE LOT PROGRAM UPDATE:

Communities

Cities - 606

Canton - 518; Massillon - 44; Alliance - 44

Other Communities - 50

Bethlehem Twp -3, Brewster – 2, Canton Twp – 8, East Canton – 4, East Sparta – 4, Hartville – 3, Lake Twp – 1, Lexington Twp – 4, Minerva – 1, Nimishillen – 2, Osnaburg Twp – 5, Paris Twp – 1, Perry Twp – 1, Plain Twp – 8, Sugarcreek Twp – 1, and Washington Twp – 1, Waynesburg – 1.

- **Total Applications Submitted: 656**
- **Total Number of Applications Denied: 204**
- **Number of Canceled Applications/Fee Refunded: 13**
- **Total Number Pending Approval by Community: 172**
- **Total Number of Approved Applications: 267**
- **Total Number of Approved Applications Pending Deposit Receipt / Request for Foreclosure / Completed Foreclosure Proceeding: 207**
- **Total Number Being Prepared for Transfer: 31**
- **Total Number Transferred to Date: 29**

7) **PUBLIC SPEAKS**

Zumbar noted that no one signed up for public speaks.

8) **NEW BUSINESS**

a. Appointment of Township Representative

Zumbar stated Commissioner Creighton has been working on getting a township representative for the board. The Land Bank has not yet received anything from the Township Association, but he would do a follow up phone call to check on its status. Creighton stated she didn't know if the Township Association met every month in the summer, but the name has been submitted to them.

b. Resolution transfer of land to Greater Alliance Development Corporation (GADC)

Zumbar stated that SCLRC previously approved assistance to the GADC in acquiring title to real estate in the City of Alliance. They were looking at doing some demolition involving the old Stewart Brothers Paint Company and repurposing the lots for a development project. In this case some rehabilitation had to be done, and they received a grant from the Ohio EPA to assist in that project. The Land Bank currently holds title to this property, and this resolution is the formal action from the Land Bank to transfer this real estate back to them so they can proceed with the project. Bernabei asked if there were any potential environmental issues associated with it even though they only had brief ownership of it. Zumbar explained that was the whole purpose of GADC doing the rehabilitation and remediation. Green understood from the environmental people that the Land Bank has a fairly comprehensive blanket exemption from those liabilities, which made him comfortable being an advocate of this transfer. Green moved, Creighton seconded, and the motion carried to approve the resolution.

c. Revised administrative agreement with RPC

Nau stated the original agreement between the Land Bank and RPC was executed in January of 2013, which was to administer the Moving Ohio Forward program and is now winding down. In May 2014, a general services agreement was executed with the Land Bank for overall general administration, and shortly thereafter the administration of the Neighborhood Initiative Program was added to RPC duties. Nau reviewed the proposed amendments to the Scope of Services that includes the additional responsibilities. Other additional duties include secretary and fiscal services. RPC will be doing budget preparation, contracting, processing invoices, budget reconciliation and working with the Treasurer's office in establishing fiscal policies and procedures. RPC will not write or sign checks. The original budget was allotting \$10,000 a month, which was \$120,000 annually. When looking at RPC invoices over the past three months, it shows that June was \$12,700 and July was \$18,500, which is a little misleading because that was a three pay month, but that still comes out in the \$12-13,000 range, and August was \$12,600. Nau proposed moving the budget from \$10,000 to \$15,000 a month, which would be \$180,000 annually. Zumar moved, Green seconded, and the motion carried to approve amending the administrative services contract agreement to an amount not to exceed \$180,000, and adopting the revised Scope of Services. (attached)

d. RPC June/July invoice - N/A

e. RPC August MOF invoice - \$431.79

Bernabei moved, Creighton seconded, and the motion carried to approve the RPC August MOF invoice.

f. Moore Title Group for invoices \$3,600.00 (NIP Program)

Bernabei moved, Creighton seconded, and the motion carried to approve the Moore Title Group invoices. Bernabei asked if there is a group of people that do title work that have been asked to participate in this. Zumar stated this is for the City of Canton and will be reimbursable. Canton chose FER Title Insurance Company, and they have additional title insurance companies they use.

g. FER Title Agency for invoices - \$6,800.00 (NIP Program)

Creighton moved, Bernabei seconded, and the motion carried to approve the FER Title Agency invoices.

h. Press News invoices - \$2,221.05 (NIP Program)

Green moved, Creighton seconded, and the motion carried to approve the Press News invoices.

i. Clerk of Court BOR hearing invoices - \$5,590.25 (Side Lot)

Bernabei moved, Green seconded, and the motion carried to approve the Clerk of Court BOR hearing invoices.

j. FER Title Agency for invoices \$400.00 (Side Lot)

Creighton moved, Green seconded, and the motion carried to approve the FER Title Agency invoices.

k. Phillip Schandel deed preparation invoices - \$450.00 (Side Lot)

Bernabei moved, Creighton seconded, and the motion carried to approve the Phillip Schandel deed preparation invoices.

l. Press News Invoices - \$1,560.00 (Side Lot)

Bernabei moved, Creighton seconded, and the motion carried to approve the Press News invoices.

m. Stark County Sheriff deed preparation invoices - \$550.00 (Side Lot)

Bernabei moved, Green seconded, and the motion carried to approve the Stark County Sheriff deed preparation invoices.

n. Auditor of State Awards for FY 2012 & FY 2013 State Audits

Zumbar stated the Land Bank has received the Auditor State Awards for FY 2012 and FY 2013. He recognized Jaime Allbritain for the work and effort that was placed into achieving these awards.

9) **OLD BUSINESS**

Green stated at one time he gave to RPC staff a file that had letters from people that expressed a wish to abandon their properties. Every time tax bills are sent out, the Treasurer gets back a few responses saying they don't want their property and want it taken. The time will come when they deserve some kind of attention. Over the last month he has accumulated letters from banks that are saying they have terminated their foreclosure proceedings and released the mortgage on a certain property. Some of these are good properties, and he believed this represents opportunities for future planning to take over properties that can be profitable. Green gave the folder to Sarah Peters to keep for possible future use.

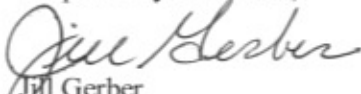
Creighton asked if the Land Bank has completed the task of closing out the idea of the Lake Township property on Cleveland Avenue. Zumbar stated yes, there was a formal notice put in writing to that affect.

Bernabei asked if a work session should be scheduled. Green stated they should defer that until the township representative is on board.

10) **NEXT MEETING - October 20, 2014 at 8:30 a.m.**11) **ADJOURNMENT**

There being no more business, the meeting was adjourned at 9:05 a.m.

Respectfully submitted,


Jill Gerber
RPC Office Manager