

Freda Eisenberg, Chair  
Jacquie Leventoff, Vice Chair  
Vacant, Treasurer  
Terri Ward, Secretary

Nancy Buck  
Josh Potosek  
Alan Sorensen  
Ira Steingart



## **MINUTES**

### **Board Meeting June 12, 2018**

#### **BOARD MEMBERS:**

**IN ATTENDANCE:** Freda Eisenberg, Nancy Buck, Jacquie Leventoff, Josh Potosek, Ira Steingart, Terri Ward, Alan Sorensen

**ABSENT:**

**OTHERS PRESENT:** Jill Weyer, Ben Gailey (by phone), Helen Budrock

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#### **I. Call to Order / Roll Call**

The meeting was called to order by Freda Eisenberg, Chair at 1:28 p.m.

#### **II. Approval of Bills to Pay**

##### **Paid:**

Jacobowitz & Gubits (March '18)	\$ 833.40
CenterState CEO Foundation Inc.	\$ 2,000.00
Collier Construction	\$ 5,176.00
Insero & Co. (990 filing remaining)	\$ 2,900.00

##### **To Be Paid:**

Jacobowitz & Gubits (April - May '18)	\$ 1,184.00
National Community Stabilization Trust	\$ 500.00

A motion was made by Buck, seconded by Sorensen, all present approved the bills to be paid listed above.

#### **III. Approval of Minutes – May 8 and May 29**

A motion was made by Buck, seconded by Ward, all present approved minutes from May 8 and 29, 2018 meetings.

#### **IV. Resolutions**

##### ***RESOLUTION TO INCREASE PAYMENT TO KEYSTONE ENGINEERING FOR AIR MONITORING***

WHEREAS, the Board previously approved a contract with Keystone in the amount of \$16,232 for environmental and asbestos testing and monitoring for four of the rehab properties, at the February 6, 2018 meeting; and

WHEREAS, additional air monitoring is needed for the renovation of 9 Cross Street, and Keystone has estimated the additional expense of \$5,463 to monitor the remediation work.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. The additional expense of \$5,463 is approved.
2. Freda Eisenberg, Chairman, is authorized to pay the entire invoiced amount of \$21,695
3. This Resolution shall take effect immediately.

Moved by Ward, seconded by Sorensen, put to a vote, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

***RESOLUTION TO ENTER INTO CONTRACT FOR REMEDIATION WORK ON REHAB PROPERTIES***

WHEREAS, estimates and scopes of work have been received from qualified vendors and reviewed, including a response from Kascon LLC for remediation work on 7 Washington Avenue and 9 Cross Street for rehab; and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept Kascon LLC's proposal and enter into an agreement with Kascon LLC for Remediation Work in the amount of \$57,000 as recommended by Collier Construction;

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman, is authorized to execute an Agreement for Remediation Work with Kascon LLC for the amount not to exceed \$57,000.00 as outlined in their response attached hereto as Exhibit A; which Agreement is subject to review and approval by the Land Bank's attorney.
2. This Resolution shall take effect immediately.

Moved by Eisenberg, seconded by Sorensen, put to a vote, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

***RESOLUTION TO ENTER INTO CONTRACT FOR D&O AND EPL INSURANCE***

WHEREAS, quotes have been received from insurance brokers and reviewed, including a quote from Brown & Brown Insurance for Directors & Officers (D&O) and Employment Practices Liability (EPL) Insurance; and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept such quote and enter into an agreement for Insurance Coverage for D&O and EPL Insurance Policy;

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman is authorized to execute an Agreement for Insurance coverage for a D&O and EPL Insurance Policy with Brown & Brown for \$1,764 as quoted in the renewal package attached hereto as Exhibit A;
2. This Resolution shall take effect immediately.

Moved by Sorensen, seconded by Ward, put to a vote, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

***RESOLUTION TO APPROVE 2017 ANNUAL REPORT***

WHEREAS, a requirement of the Authorities Budget Office is the creation of an Annual Report for the Sullivan County Land Bank Corporation; and

WHEREAS, an Annual Report was submitted for review and approval by the Corporation.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. The 2017 Annual Report is adopted and shall be uploaded to the ABO website as required.
2. This Resolution shall take effect immediately.

Moved by Buck, seconded by Sorensen, put to a vote, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

***RESOLUTION TO APPLY FOR A SULLIVAN RENAISSANCE GRANT***

WHEREAS, Sullivan Renaissance is accepting grant applications for community projects for up to \$5,000; and

WHEREAS, an application would be submitted for property maintenance of Land Bank properties.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman, is authorized to execute any and all documents necessary to apply for the Sullivan Renaissance 2018 grant program and, if awarded, such grant is accepted.
2. This Resolution shall take effect immediately.

Moved by Ward, seconded by Leventoff, put to a vote, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

***RESOLUTION TO APPLY FOR A HOME DEPOT FOUNDATION GRANT***

WHEREAS, Home Depot is accepting grant applications for community projects for up to \$5,000; and

WHEREAS, an application would be submitted for property maintenance of Land Bank properties.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Freda Eisenberg, Chairman, is authorized to execute any and all documents necessary to apply for the Home Depot Foundation 2018 grant program and, if awarded, such grant is accepted.
2. This Resolution shall take effect immediately.

Moved by Ward, seconded by Leventoff, put to a vote, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

## **V. New Business**

### *Resignation – New Members*

Resignation letters were received from both Ron Stabak and David Sager on May 25<sup>th</sup> so new members are needed from both Villages.

### *Reclaiming Vacant Properties Conference Update*

A handout was provided in the meeting packet but there was no time for discussion.

## **VI. Old Business**

The County auction has been delayed giving people more time to buy back their properties. We will continue with the requested list that was presented to the County and Villages and if properties are repurchased they will be removed from the request. Also Freda will work with the Village on a resolution for the properties, as a resolution was received from Liberty for theirs.

## **VIII. Public Comment**

No public comment was received.

## **IX. Adjournment**

The meeting was adjourned at 1:50 upon a motion by Ward, seconded by Leventoff, with all present approving.