

Freda Eisenberg, Chair  
Jacquie Leventoff, Vice Chair  
George Nikolados, Treasurer  
Anna Milucky, Secretary

Jill M. Weyer, Executive Director



Nancy Buck  
Vicky Ferguson  
Sims Foster  
Alan Sorensen  
Ira Steingart

## **MINUTES**

### **Board Meeting – via ZOOM January 20, 2021**

#### **BOARD MEMBERS:**

**IN ATTENDANCE:** Anna Milucky, Freda Eisenberg, Jacquie Leventoff, Vicky Ferguson, George Nikolados, Nancy Buck, Sims Foster, and Alan Sorensen (8:43)

**ABSENT:** Ira Steingart

**OTHERS PRESENT:** Jill Weyer, Frank DeMayo & Nick

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

The meeting was called to order by Freda Eisenberg at 8:13 am.

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

A motion was made by Nikolados, seconded by Ferguson, all present approved the bills to be paid listed on the financial report.

#### **III. Approval of Minutes –December 20, 2020**

A motion was made by Milucky, seconded by Nikolados, all present approving the minutes from the December 20<sup>th</sup>, 2020 meetings.

#### **IV. Discussion**

**Board Members** – Eisenberg mentioned that the resolution for Dawson was delayed at the County level but will be presented in February. Weyer informed the Board that all members are up for re-appointment and all expressed interest in continuing. There is still one vacancy remaining on the Board.

**Broadway Theater** – Weyer updated the board on the status of the building and the discussions had the Acquisition & Disposition Group regarding proceeding with the Phase 1 Shoring plan but to continue discussing the co-developer agreement for future phases and redevelopment options, including finding an operator.

**Key Bank Acquisition** – a brief discussion on the acquisition of Key Bank and the board agreed that they would like to see a path for both scenarios.

#### **V. Resolutions**

##### **RESOLUTION TO ADOPT THE 2021 BUDGET**

WHEREAS, the State of New York Authorities Budget Office requires the Sullivan County Land Bank Corporation to adopt an annual budget for reporting purposes; and

WHEREAS, a draft 2021 Budget was presented to the Board.

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

1. The 2021 Budget, attached hereto as Exhibit A, is adopted;
2. This Resolution shall take effect immediately.

Moved by Ferguson, seconded by Nikolados, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

**RESOLUTION TO EXTEND TERM OF EXECUTIVE DIRECTOR**

WHEREAS, the Board appointed Jill M. Weyer as the Executive Director of the Land Bank at its February 21, 2019 meeting; and

WHEREAS the term of the appointment was for January 1, 2019 – December 31, 2019, with the authority to extend on an annual basis for up to three years.

WHEREAS, the term was extended for January 1, 2020 – December 31, 2020 at its January 23, 2020 meeting; and

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

1. Jill M. Weyer is appointed the Executive Director of the Sullivan County Land Bank Corporation for a term period January 1 – December 31, 2021; and
2. The Executive Director shall have signing authority for administrative, banking purposes and other similar purposes; and
3. This Resolution shall take effect immediately.

Moved by Buck, seconded by Nikolados, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

**RESOLUTION RECOMMENDING RE-APPOINTMENT OF BOARD MEMBERS TO THE SULLIVAN COUNTY LAND BANK CORPORATION**

WHEREAS, the Board members of the Sullivan County Land Bank Corporation (“Land Bank”) are appointed by the sole member, the County of Sullivan; and

WHEREAS, the Land Bank terms expire in February 2021 and the current Board members have requested re-appointment to the Board for an additional two terms.

NOW, THEREFORE, BE IT RESOLVED that the Sullivan County Land Bank Corporation recommends the re-appointment of the following members for another two year term, ending February 2023:

1. Nancy Buck, County Treasurer
2. Alan Sorensen, Majority Leader SC Legislature
3. Ira Steingart, Minority Leader SC Legislature
4. Freda Eisenberg, Planning Commissioner
5. Jacquie Leventoff, Community Member
6. Victoria Ferguson, Village of Liberty Representative
7. George Nikolados, Village of Monticello Representative
8. Sims Foster, Community Member
9. Anna Milucky, Community Member

Moved by Milucky, seconded by Ferguson, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

**RESOLUTION TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT FOR FORECLOSURE PREVENTION SERVICES AND HOMEOWNER EDUCATION WITH RDAC AS PART OF ZOMBIE 2.0 GRANT**

WHEREAS, a proposal has been received from Orange County Rural Development Advisory Corp. (RDAC), a subsidiary of RUPCO, Inc., for foreclosure prevention services for homeowners through counseling, outreach, education, and other resources available to meet the deliverables of the Zombie 2.0 grant; and

WHEREAS, professional services will be capped at \$15,000 and related supplies and materials an additional \$5,000 to accomplish the grant deliverables; and

WHEREAS, the Land Bank’s Board of Directors believes that it is not prudent or appropriate to prepare a request for proposals and it is in the best interest of the Corporation to accept such proposal and enter

into an agreement for Zombie 2.0 services with RDAC, because they are the only potential contractor with the skill, experience and capacity at this time to provide these necessary services.

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

1. Jill M. Weyer, Executive Director is authorized to execute an Agreement for Housing related services with RUPCO, Inc. for \$20,000 as detailed in the proposal attached hereto as Exhibit A, subject to approval of an agreement by the Land Bank's Attorney;
2. This Resolution shall take effect immediately.

Moved by Milucky, seconded by Ferguson, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

#### **RESOLUTION TO SET THE 2021 MEETING SCHEDULE FOR THE BOARD MEETINGS**

WHEREAS, in reviewing attendance and schedule of previous years, it is recommended that monthly meetings occur on the third Wednesday of the month at 8AM

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

1. A legal notice will be issued to set the 2021 meeting schedule.
2. This Resolution shall take effect immediately.

Moved by Nikolados, seconded by Milucky, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

#### **RESOLUTION TO ENTER INTO CONTRACT FOR AUDIT SERVICES**

WHEREAS, an RFP was issued and proposals received from accounting firms for audit services, including a proposal from Insero & CO.; and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept such

Proposal and enter into an agreement for Audit Services as required by the NYS ABO.

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

1. Jill M. Weyer, Executive Director is authorized to enter into an Agreement for Audit Services with Insero & Co. for the 2020 FY for an amount not to exceed \$5800 with the option to extend annually for an additional two years; and
2. This Resolution shall take effect immediately.

Moved by Ferguson, seconded by Buck, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

#### **RESOLUTION TO ENTER INTO CONTRACT FOR PROJECT MANAGEMENT SERVICES FOR AN ENVIRONMENTAL CONSULTANT TO ADMINISTER THE 2020 EPA REMEDIATION GRANT FOR MONTICELLO MANOR**

WHEREAS, an RFP was issued for an Environmental Consultant to assist with the implementation of the 2020 EPA Remediation Grant for Monticello, including a proposal from BRS, Inc.; and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to accept such proposal and enter into an agreement for consulting services as required by the EPAC grant;

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

1. Jill M. Weyer, Executive Director is authorized to enter into an Agreement for Environmental Consulting services with BRS, Inc., for an amount not to exceed \$51,725, as outlined in their proposal;
2. This Resolution shall take effect immediately.

Moved by Ferguson, seconded by Leventoff, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

**RESOLUTION TO AWARD BID TO RIGGS PLUMBING & HEATING**

WHEREAS, bids have been received from contractors and reviewed for Structural Shoring of 498 Broadway, Monticello (B-20-2) including one from lowest responsible bidder Riggs Plumbing & Heating in the amount of \$30,000; and

WHEREAS, this is a SEQR Type II action; and

WHEREAS, the Land Bank’s Board of Directors believe it is in the best interest of the Corporation to accept such Bid and enter into an agreement for contractor services as required by the Enterprise grant;

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

1. Jill Weyer, Executive Director, is authorized to enter into an Agreement for contractor work for Structural Shoring of 498 Broadway, Monticello for the bid amount attached hereto as Exhibit A;
3. This Resolution shall take effect immediately.

Moved by Milucky, seconded by Ferguson, put to a vote with all present approving, carried and declared duly adopted on a vote of **8** ayes, **0** nays.

**EXHIBIT A**

<b>Contractor Name</b>	<b>Bid Amount</b>
Riggs Plumbing & Heating	\$30,000.00

**VI. Public Comment**

No public comment received.

**VII. Adjournment**

The meeting was adjourned at 8:49 am upon a motion by Leventoff, seconded by Ferguson, with all present approving.