

Jill Weyer, Chair
Jacquie Leventoff, Vice Chair
George Nikolados, Treasurer
Anna Milucky, Secretary



Heather Brown
Nancy Buck
Julian Dawson
Vicky Ferguson
Susan Harte
Alan Sorensen
Ira Steingart

MINUTES

Board Meeting April 26, 2023

BOARD MEMBERS:

IN ATTENDANCE: Heather Brown, Nancy Buck, Julian Dawson, Vicky Ferguson, George Nikolados, Alan Sorensen, Jill Weyer

ON ZOOM: Susan Harte, Anna Milucky

ABSENT: Jacquie Leventoff, Ira Steingart

OTHERS PRESENT: Kassondra Johnstone, Samantha Nietzel, Shulem Neuhauser

I. Call to Order / Roll Call

The meeting was called to order at 4:12 PM.

II. Approval of Bills to Pay

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

III. Approval of Minutes

A motion was made by Brown, seconded by Nikolados, to approve, with all present approving the minutes of the March 22, 2023 meeting.

IV. Discussion/Updates

Jill reported that the Land Bank Initiative Phase II funding awards have been released and SCLBC was awarded \$1.8 million to close the gap in the Broadway Redevelopment project and complete other site assessments.

V. Resolutions

RESOLUTION ELECTING OFFICERS AND COMMITTEE MEMBERS

WHEREAS, the Sullivan County Land Bank Corporation is a not-for-profit corporation duly organized and validly existing under the laws of the State of New York; and

WHEREAS, in accordance with the Bylaws of the SCLBC, the Board of Directors (the "Board"), has elected officers and committee members to serve until the Board's next Annual Meeting.

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

1. The Board hereby elects the following persons to the offices set forth opposite their names until their successors are elected and assume office:

<i>Name</i>	<i>Office</i>
Jill Weyer	Chair
Jacquie Leventoff	Vice Chair

George Nikolados Treasurer
Anna Milucky Secretary

2. The Board hereby elects the following persons to the Audit Committee to serve until their successors are elected:
 1. Nancy Buck
 2. Ira Steingart
 3. Vicky Ferguson
3. The Board hereby elects the following persons to the Governance Committee to serve until their successors are elected:
 1. George Nikolados
 2. Jacquie Leventoff
 3. Heather Brown
4. The Board hereby elects the following persons to the Finance Committee to serve until their successors are elected:
 1. George Nikolados
 2. Alan Sorensen
 3. Anna Milucky
5. The Board hereby elects the following persons to the Personnel Committee to serve until their successors are elected:
 1. Jacquie Leventoff
 2. Ira Steingart
 3. Nancy Buck
6. The Board hereby elects the following persons to the Acquisition and Rehab Advisory Board to serve until their successors are elected:
 1. Nancy Buck
 2. Jacquie Leventoff
 3. Victoria Ferguson
 4. Anna Milucky
 5. Jill Weyer

Moved by Buck, seconded by Nikolados. Brown moved to amend the resolution to keep all current positions the same and elect Weyer as Acting Chair, Ferguson to Audit, Brown to Governance and Weyer to Advisory Board, seconded by Nikolados, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO ENTER INTO CONTRACT WITH SULLIVAN COUNTY FOR SHARED SERVICES AND 2023 FUNDING

WHEREAS, the County of Sullivan has allocated \$135,000 for the Sullivan County Land Bank Corporation in its 2023 Budget for administrative purposes; and

WHEREAS, the County of Sullivan has allocated \$200,000 for the Sullivan County Land Bank Corporation in its 2023 Budget for programmatic purposes to address blighted and abandoned properties; and

WHEREAS, the County is providing shared services to the Land Bank, including but not limited to staff, office space, and automobile use; and

WHEREAS, the Land Bank's Board of Directors believe it is in the best interest of the Corporation to execute an agreement that outlines the shared services and the allocation of funding;

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

1. Jill M. Weyer, Chair, is authorized to enter into an Agreement for Shared Services and 2023 Funding with the County of Sullivan subject to approval by the Board's attorney;
2. This Resolution shall take effect immediately.

Moved by Nikolados, seconded by Ferguson, put to a vote with Leventoff and Steingart absent and Sorensen abstaining, carried and declared duly adopted on a vote of 6 ayes, 0 nays, and 1 abstention.

RESOLUTION TO ENTER INTO AGREEMENT FOR ADMINISTRATIVE SERVICES

WHEREAS, an RFP was issued by the County of Sullivan and proposals received from consulting firms for administrative services, including a proposal from RUPCO; and

WHEREAS, the County of Sullivan's RFP meets the intent of the Sullivan County Land Bank Corporation's "SCLBC" Procurement Policy; and

WHEREAS, the Board has reviewed the factors listed in Section 5A of the Procurement Policy, including but not limited to the availability of SCLBC employees who possess the skills needed to perform the services, the extent to which the Land Bank has successfully used Independent Contractors in the past for the services to be performed, and the desire to ensure that the Land Bank conducts its operations in the most effective and efficient manner; and

WHEREAS, the SCLBC Board determines that it is in the best interest to retain an Independent Contractor to fulfill the responsibilities as identified in the RFP; and

WHEREAS, the Board has reviewed factors listed in Section 5C of the Procurement Policy, including but not limited to RUPCO's experience, availability, and capacity of staff, the proposed scope of work and fee; 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 Administrative Services.

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

1. Jill M. Weyer, Chair, is authorized to enter into an Agreement for Administrative Services with RUPCO in accordance with the RFP for one year for an amount not to exceed \$35,000;
2. This Resolution shall take effect immediately.

Moved by Ferguson, seconded by Dawson, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO DESIGNATE NEW YORK LAND BANK ASSOCIATION (NYLBA) VOTING MEMBER(S)

WHEREAS, the NYLBA works on behalf of all Land Bank's in the state and offers resources including training and conference opportunities and it would be in the best interest to join;

WHEREAS, the Sullivan County Land Bank Corporation has paid the yearly membership dues of \$1,500;

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

1. Jill M. Weyer, is designated to serve as the voting member on the NYLBA Board of Directors.

Moved by Nikolados, seconded by Ferguson, resolution was amended to designate Jill M. Weyer as voting member. Moved as amended by Nikolados, seconded by Ferguson, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO INCREASE TREE REMOVAL SERVICES CONTRACT WITH RIVER REALTY

WHEREAS, the Sullivan County Land Bank Corporation (SCLBC) authorized to pay River Realty to handle Tree Removal Services for an amount not to exceed \$12,000; and

WHEREAS, additional tree and annual lawn maintenance services were identified as necessary by SCLBC; and

WHEREAS, quotes were solicited for said tree removal and lawn maintenance services; and

WHEREAS, the Land Bank believes it is in the best interest to accept the lowest responsible quote per property from River Realty;

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

1. Jill M. Weyer, Chair, is; authorized to increase the amount paid to River Realty to handle tree removal and lawn maintenance services for an amount not to exceed \$20,000;
2. This Resolution shall take effect immediately.

Moved by Sorensen, seconded by Nikolados, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MONTICELLO CENTRAL SCHOOL DISTRICT

WHEREAS, the Sullivan County Land Bank Corporation "SCLBC" was awarded an Environmental Initiative grant from the Laura Jane Musser Foundation in the amount of \$10,000 in 2020; and

WHEREAS, the scope of work includes hosting free, hands-on environmental education and site activation programs at Bailey Commons; and

WHEREAS, the Monticello Central School District "MCSD" has requested to hold a clean-up event with students at Bailey Commons in preparation for the environmental education session; and

WHEREAS, the MCSD has scheduled this clean-up event for May 16, 2023; and

WHEREAS, MCSD will indemnify and name the Land Bank as an additional insured as part of the event;

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

1. Jill M. Weyer, Chair, is; authorized to execute an agreement and any and all necessary documents to facilitate the clean-up event with MCSD in a form approved by the SCLBC attorney;
2. This Resolution shall take effect immediately

Moved by Sorensen, seconded by Brown, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH WASTE FOR LIFE

WHEREAS, the Sullivan County Land Bank Corporation "SCLBC" was awarded an Environmental Initiative grant from the Laura Jane Musser Foundation in the amount of \$10,000 in 2020; and

WHEREAS, the scope of work includes hosting free, hands-on environmental education and site activation programs at Bailey Commons; and

WHEREAS, the Waste for Life organization has a program, Standing People Together, that have trained Forest School facilitators who facilitate environmental education training sessions; and

WHEREAS, the Waste or Life organization can facilitate sessions as outlined in the aforementioned scope of work from May 16 -June 23, 2023; and

WHEREAS, Waste for Life will indemnify and name the Land Bank as an additional insured as part of the sessions;

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

1. Jill M. Weyer, Chair, is; authorized to execute an agreement and any and all necessary documents to facilitate the sessions with Waste For Life for an amount not to exceed \$5,000 in a form approved by the SCLBC attorney;
2. This Resolution shall take effect immediately.

Moved by Nikolados, seconded by Brown, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AUTHORIZE TOOL TRAILER USE AGREEMENT WITH SULLIVAN COUNTY FOR THE CENTER FOR WORKFORCE DEVELOPMENT

WHEREAS, the Center for Workforce Development places youth in paid work experience opportunities from July 10, 2023 through August 18, 2023 through the Summer Youth Employment Program; and

WHEREAS, there will be a mobile work crew of enrolled youth performing various landscaping jobs in and around the County of Sullivan; and

WHEREAS, there is a need for tools and equipment that can be transported to the different work sites throughout the County; and

WHEREAS, the Sullivan County Land Bank agreed to loan the Center for Workforce Development the Land Bank's Mobile Tool Trailer, and all tools and equipment for the duration of the Summer Youth Employment Program in 2021 and 2022.

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

1. Jill M. Weyer, Chair, is; authorized to enter into an agreement with Sullivan County for the Center for Workforce Development's loan of the Land Bank's Mobile Tool Trailer, and all tools and equipment for the duration of the Summer Youth Employment Program in 2023 in a form approved by the SCLBC attorney;
2. This Resolution shall take effect immediately.

Moved by Ferguson, seconded by Brown, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY

WHEREAS, New York Not-For-Profit Corporation Law §1609(d) authorizes the Sullivan County Land Bank Corporation, Inc. ("Land Bank") to convey, exchange, sell, or transfer any of its interests in, upon or to real property; and

WHEREAS, New York Not-For-Profit Corporation Law §1605(i)(5) requires that a sale of real property be approved by a majority vote of the Board of Directors; and

WHEREAS, the Land Bank's Disposition Policy permits the Land Bank to dispose of property for less than fair market value by negotiation when the disposal is within the mission, purpose, or governing statute of the Land Bank, subject to obtaining such competition as is feasible under the circumstances; and

WHEREAS, all disposals of Land Bank property must be made to qualified buyers pursuant to the Property Disposition Policy; and

WHEREAS, the Land Bank owns certain parcels of real property situated in the County of Sullivan, State of New York and more particularly identified on the Properties List attached hereto as Schedule A (individually, a "Property" or collectively, the "Properties"); and

WHEREAS, the Land Bank Disposition Advisory Group, after evaluating all purchase offers received for the Property in accordance with the Property Disposition Policy, has recommended that the Land Bank sell the Property to the corresponding Buyer identified on the Property List (individually, a "Buyer" or collectively, the "Buyers") in accordance with the terms and conditions set forth therein; and

WHEREAS, the Land Bank Disposition Advisory Group has determined that the Buyer is a qualified buyer; and

WHEREAS, the Land Bank has obtained such competition as is feasible under the circumstances for the Property by advertising the Property on its website, releasing a Request for Proposals for Purchase and Redevelopment, and conducting adequate outreach; and

WHEREAS, as the Buyer's plans are consistent with the mission, purpose and governing statute of the Land Bank, the Property Disposition Policy permits the Land Bank to sell the Property to the Buyer by negotiation; and

WHEREAS, if the Property is being disposed of for less than fair market value, the Board of Directors (the "Board") has considered the information in the Property Disposition Policy and has determined that there is no reasonable alternative to the proposed transfer that would achieve the same purpose of the transfer; and

WHEREAS, the Land Bank desires to sell the Property to the corresponding Buyer identified on the Property List at, or substantially at the offer price set forth on the Property List; and

NOW, THEREFORE, BE IT RESOLVED BY THE SULLIVAN COUNTY LAND BANK CORPORATION AS FOLLOWS:

1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.
2. The Members of the Board hereby authorize the Land Bank to sell the Property to the corresponding Buyer identified on the Property List and authorize the Chair to negotiate the final sale price of each property within a 5% increase or decrease of the offer price, to negotiate other terms and conditions of the transaction consistent with the terms of the Board's "Resolution to Authorize the Chair to Negotiate a Sale and Development Agreement for 91 Chestnut Street" to be adopted on this date, and to enter into a Purchase & Sale Agreement with the Land Bank as seller and the Buyer as buyer with respect to the Property.
3. The Land Bank Chair is hereby authorized and directed to execute all documents on behalf of the Land Bank which may be necessary or desirable to further the intent of this Resolution and do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.
4. The other officers and agents of the Land Bank are hereby authorized and directed for and in the name and on behalf of the Land Bank to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer or agent acting, desirable and proper to effect the purposes of the foregoing Resolution.
5. This Resolution shall take effect immediately.

Address	Village/Town	SBL	Buyer	Offer Price
---------	--------------	-----	-------	-------------

91 Chestnut St	Liberty	108.-9-5	Steven Landman	\$100,000
----------------	---------	----------	----------------	-----------

Moved by Sorensen, seconded by Ferguson, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AUTHORIZE THE CHAIR TO NEGOTIATE A SALE AND DEVELOPMENT AGREEMENT FOR 91 CHESTNUT STREET

WHEREAS, the Land Bank issued a Request for Proposals to Purchase and Redevelop 91 Chestnut Street (108.-9-5); and

WHEREAS, Steven Landman submitted a proposal to purchase the building at the asking price of \$100,000 in response to the RFP; and

WHEREAS, the development proposal includes the repair and preservation of the historic elements of the building; and

WHEREAS, the development proposal includes the creation of four apartments in the building; and

WHEREAS, the intended use of the property will return it to the tax rolls; and

WHEREAS, the Land Bank desires to negotiate the sale and development of the Property to the Buyer identified on Schedule A Property List below.

NOW, THEREFORE, BE IT RESOLVED BY THE SULLIVAN COUNTY LAND BANK CORPORATION AS FOLLOWS:

1. The Chair is authorized to negotiate the sale and development agreement, subject to the approval by the Board. An agreement will be approved in form and content by the Land Bank counsel.
2. This Resolution shall take effect immediately.

Schedule A

Address	Village/Town	SBL	Buyer	Offer Price
91 Chestnut St	Liberty	108.-9-5	Steven Landman	\$100,000

Moved by Ferguson, seconded by Nikolados, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AMEND THE AUTHORIZATION OF THE SALE OF REAL PROPERTY OF 18 WOODCLIFF AVE. SCHEDULE A

WHEREAS, the Sullivan County Land Bank Corporation “SCLBC” Board authorized the sale of the property at 18 Woodcliff Ave, Monticello (SBL 119.-7-7.5) in April of 2021; and

WHEREAS, one buyer listed no longer owns the adjoining side lot; and

WHEREAS, the remaining buyer remains interested in purchasing the entire parcel;

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

1. The Board hereby authorizes the amendment of the Schedule A to reflect the remaining interested buyer.
2. This Resolution shall take effect immediately.

SCHEDULE A

Address	Village/Town	SBL	Buyer	Offer Price
18 Woodcliff Ave	Monticello	119.-7-7.5	Dreena Tomlinson	\$2,500

Moved by Brown, seconded by Nikolados, resolution was amended to change the Sale price to \$2,500. Moved as amended by Brown, seconded by Sorensen, put to a vote with Leventoff and Steingart absent, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

VI. Other

The group discussed meeting times and decided to move the next meeting to the fourth Thursday of the month at 4 pm to ensure that there is a quorum.

VII. Public Comment

Shulem Neuhauser inquired about the status of Monticello Manor and was informed that the Kearney Group is in contract to redevelop the building into housing.

VIII. Adjournment

The meeting was adjourned at 4:40 PM by a motion of Buck and seconded by Nikolados, with all present approving. Next meeting will be on Thursday, May 25 at 4 PM.