

## Minutes of Fairfield County Land Reutilization Corporation

**Meeting Date: April 12, 2106**

Time: 2:00pm - 3:00pm

Location: Fairfield County Commissioner's Hearing Room

Members of the Board:

James Bahnsen, Fairfield County Treasurer, Statutory Director

Mike Kiger, Fairfield County Commissioner, Statutory Director

David L. Levacy, Fairfield County Commissioner, Statutory Director

Brian Kuhn, City of Lancaster, Municipal Director

Harry Myers, Jr., Violet Township, Township Director

Steve Davis, Fairfield County Commissioner, Selected Director/Chair

Zack DeLeon, Selected Director

Board Members Present: Bahnsen, Kiger, Levacy, Kuhn, and Myers

Individuals Present: Carri Brown, Donna Fox-Moore, Josh Horacek, Sean Fowler & Paul Martin from the City of Lancaster, Holly Mattei/Loudan Klein from Regional Planning, and Michael Kaper.

**Quorum: Five Board Members were present. Quorum was attained.**

**I. Call to Order: James Bahnsen, Treasurer.**

II. Review and Approval of Minutes from the March 8, 2016 business meeting.

Move to Approve: Kiger

Second: Levacy

Minutes approved by unanimous vote of board members present.

### **III. Treasurer's Report: James Bahnsen, Treasurer**

- a. **Review and Approval of the Monthly Activity Report:** Mr. Bahnsen discussed expense activity for the period March 8 through April 12, 2016, referencing the Profit & Loss statement for that period. Expenses included NIP demolition costs, property maintenance and a charge for insurance coverage for the Clarence Miller Building.

Move to Approve: Myers

Second: Levacy

Monthly Activity Report approved by unanimous vote of board members present.

- b. **Check Signing Authority:** Per Mr. Bahnsen, a second board member needed to be approved to sign checks in his absence (or alternatively for checks payable to Mr. Bahnsen). Mr. Bahnsen recommended assigning Board Member Zack DeLeon, Board Secretary, that authority.

Move to Approve Zack DeLeon as an approved check signer on behalf of the Land Bank: Kuhn.

Second: Kiger

Zack DeLeon approved as an authorized check signer by unanimous vote of board members present.

### **IV. Executive Director's Report: Michael Kaper**

**NIP:** Brief discussion was held on current demolition progress under NIP. We are currently awaiting our second reimbursement under the program for demolitions completed - \$103,000+, which accounts for the majority of our round 2 demolitions completed in early 2016. Round 3 demolitions (a total of 5) are set to begin within the next few weeks. The state has received an additional \$97 million to be distributed under NIP. Michael expects to get additional information at an April 18 Quarterly Land Bank Association meeting.

**I.R.S Code §115 Status Report:** Board was informed the request has been sent to the Internal Revenue Service regarding our tax exempt status, we are waiting to hear back.

**Workingman's Friend:** Discussion was held on options for this property. The property currently does not qualify for money under the state's Abandoned Gas Station funding as the current owner appears to be viable. Sean Fowler mentioned the city recently took action against the owner for Failure to Comply with an Order to Secure a Property. Potential issues regarding this property include acquisition by the Land Bank and the cost to handle environmental spills.

**V. Around the Horn: All Attendees**

**Audit Details:** Jim Bahnsen. The Board was informed that the audit of the Land Bank will be performed by the Ohio Auditor's Office. It should proceed within the next few weeks.

**Maintenance Code/Code Enforcement:** Brief discussion was held regarding the possibility of empowering the Land Bank as the designated code enforcement office for various unincorporated parts of the County. Michael Kaper will discuss further with Holly Mattei of Regional Planning.

**VI. Adjournment**

Motion to Adjourn: Kuhn

Second: Myers

The meeting adjourned at 3:00 pm. The next regular board meeting will take place on Tuesday May 10, 2016 at 2:00 pm.