

Minutes of Fairfield County Land Reutilization Corporation

Meeting Date: November 25, 2014

Time: 2:30pm - 3:30pm

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

Dave Smith, City of Lancaster, Municipal Director/Vice Chair/Designee

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, Smith, Myers, DeLeon and Davis

Individuals Present: Donna Fox Moore, Carri Brown, Joshua Horacek, Holly Mattei, and Bob Clark

Quorum: Seven Board Members were present. Quorum was attained.

- I. Call to Order: James Bahnsen, Treasurer.
- II. Review and Approval of Minutes from the October 21, 2014, business meeting (attached)
 - Move to Approve: DeLeon
 - Second: Smith
 - Minutes approved by unanimous vote of board.

III. Review and Approval of Treasurer's Report (attached)

Move to Approve: Kiger

Second: Davis

Minutes approved by unanimous vote of board

IV. Old Business

Board discussed NIP grant award and administrative services to be offered by Lancaster Fairfield Community Action. A draft contract was available for review. Discussion was had regarding scope of potential administrative services. It was suggested that the executive committee consider and review the potential contract with Lancaster Fairfield Community Action when the new director comes on board. Carri Brown asked if a January 2015 target was acceptable for the contract, and all agreed.

One concern is the March 31 deadline with the NIP grant project. It was thought that an extension would be warranted. Donna Fox-Moore reported that extensions were granted with past projects. It will be important to demonstrate progress and a planned timeline.

Josh Horacek provided a general overview of the expedited process for the Board of Revision. There are statutory timeframes for the notices and process. Holly Mattei will provide the current list of parcels and/or targeted areas to be of support to the research. Properties for the Land Bank to accept will be vacant and delinquent in taxes.

All board members should review the draft contract and offer any questions or suggestions he has.

Jim Bahnsen reported that the new director begins on December 1. His name is Michael Kaper. He is an attorney with strong supervisory and administrative experience. Mr. Kaper will be meeting with various board members and subject matter experts in December.

V. New Business

Mayor Smith reported that he is thankful for how the Mithoff property project is moving forward with the help of the Lancaster Port Authority and the community investment of the Hutchinson family.

Zack DeLeon wondered if the Auditor's Office Real Estate records with the general website access would be including pictures in the future. (Carri Brown will check in with Auditor Slater.) Jim Bahnsen reported that there will be an effort to be sure that all properties with the grant project will be photographed in some way.

Around the Horn:

Brian Kuhn asked if the properties with the NIP grant project were expected to be residential properties, and the group responded that was accurate. The properties will be vacant and delinquent in taxes.

VI. Adjournment

The meeting adjourned at 3:30.

Motion to Adjourn: DeLeon

Second: Levacy

The next regular board meeting will take place on January 20, 2015 at 2:00 pm, in the Board of County Commissioners Hearing Room.

A draft agenda is attached.