



Butler County Land Reutilization Corporation
September 25, 2014

These typed minutes are a supplement to the official, recorded minutes on file with the CLRC secretary.

CLRC Chair, Nancy Nix called the meeting to order at 11:02 a.m.

Attendees:

Nancy Nix	Dan Acton	Rob Wile	Peggy Bange
Michael McNamara	David Fehr	Kathy Dudley	TC Rogers
Doug Adkins	Karen Gabbard	Kyle Fuchs	Don Dixon
Rachel Sandlin	Denise Callahan	Ellen Yordy	

Nancy Nix requested a motion to approve the minutes of July 24, 2014. Mr. Wile made a motion to approve the minutes as submitted. Mr. Rogers seconded. Motion passed.

Ms. Nix provided a treasurer's report. The amount on hand is the same as last time \$6,714.00. The DTAC funding to be received next month is \$38,364.21, so together we have about \$45,000.00. Mr. Adkins made a motion to approve the treasurer's report. Mr. Wile seconded. Motion passed.

Moving Ohio Forward Status

Ms. Nix asked for an update on the Moving Ohio Forward Funds.

Kathy Dudley stated they had torn down 157 structures at a total cost of \$1,777,493.00. An average cost per demo is \$11,321.00. Ms. Dudley stated they spent over \$300,000.00 on two projects which raised the average demolition cost.

Mr. Dixon asked how many bids were received.

Ms. Dudley stated 3 or 4. She stated that if the project is complex they raise to contingency fee above the normal 5 percent and there may be change orders.

Mr. Acton asked a question about basement removals.

Ms. Dudley stated that basements are removed unless the existing basement is providing lateral support in which case they may leave it.

Mr. Adkins explained that each structure has its own story and that's the reason for the difference in costs.

Mr. Adkins introduced Kyle Fuchs who would be taking over Mr. Adkins duties; however, Mr. Adkins would continue in his role on the board.

Mr. Fuchs stated the City of Middletown has taken 308 properties down and spent \$1.37 million so far.

Ms. Nix stated they were going to use Julian Grube Inc. to do the audit and GAAP report for the land bank.

Hardest Hit Funds

Ms. Nix stated that Peggy Bange is being re-assigned and Kathy Dudley was moving to the Prosecutor's Office. They have interviewed three people for attorney including Tim Carlson, Jonathon Nerenberg, and Ed Schaefer with Combs Schaefer. Ms. Nix said she didn't have a recommendation. Mr. Schaefer's bid was higher and Mr. Nerenberg or Carlson could do the job.

Ms. Dudley stated it was vital for the board to have its own attorney especially with the complexities of the Hardest Hit Funds.

Ms. Dudley stated her recommendation is Tim Carlson due to his accessibility and expertise in real estate.

Ms. Nix said she had not had a chance to sit down with Kathy to discuss. She was familiar with Mr. Nerenberg.

Mr. Adkins said he would be fine with Ms. Nix making the final decision since she will have to work with them.

Mr. Dixon asked if they were both qualified, why wouldn't we take the low bid.

Mr. Adkins suggested they split the duties. Mr. Carlson does the title searches and Mr. Nerenberg does the legal searches and advice.

Ms. Nix stated she reached out to the City of Hamilton and City of Middletown to confirm their commitment to the program in light of staff changes.

Ms. Nix presented the insurance proposal from Hylant Company. Mr. Wile discussed some of the features of the policy. Mr. Wile recommended a \$5,000.00 deductible vs. \$1,000.00 to save costs.

Mr. Adkins made a motion to approve the changes to the policy as presented. Mr. Dixon seconded. Motion passed.

DTAC Funding

Ms. Nix stated that Mr. Fehr had drafts of a MOU (Memorandum of Understanding) for townships and cities, a draft project application and draft selection criteria.

Ms. Dudley stated there will need to be an appendix for the cities of Middletown and Hamilton.

Mr. Wile suggested a definition of "vacant" be added. He also wanted something added that moving expense be the responsibility of the applicant; not the land bank.

Mr. Fehr said he did not get any comments on the application, so he thought it was done. On the selection criteria Mr. Wile commented:

Section 2 Need & Support:

Is it better phrased, "are there circumstances or other projects on which this project will have an impact for funding or success"?

Section 3 Funding:

Recent Funding + 5 points for those who have not been recent recipients make sense, but the -2 for those in the previous year seems to work against Middletown and Hamilton who, almost without fail, will have annual ongoing submissions.

Ms. Nix stated that this was for DTAC funding outside of what Hamilton and Middletown would receive.

Ms. Nix asked we were okay to move this forward.

Mr. Rogers made a motion to approve the documents, subject to Prosecutor's Office approval. Mr. Adkins seconded. Motion passed.

Old Business

Ms. Nix stated her office has been contacted about various properties and asked how we would handle it. Mr. Adkins stated he thinks the land bank has a role, but each deal is structured differently.

Ross Castle

Mr. Fehr stated that this was not a formal application, but wanted to see if there was interest in the board to assist with the demolition of the property. The concept is to use land bank funds to demo the property and put a lien on the property. When the property sells, the land bank is paid back.

Ms. Yordy said we don't want Mr. Bowman (owner) to financially benefit. He is agreeable to the lien being placed on his property.

Mr. Dixon asked how much he wanted for the property. Mr. Dixon felt that this was more of a revolving loan fund project.

Ms. Yordy said the township is considering buying the property.

Mr. Dixon stated the building department needs to make the owner fix the structure or tear it down.

The CLRC's next meeting will be held Monday, November 17, 2014 at 11:00 a.m. in the Commissioners meeting room, 6th Floor.

Mr. Adkins moved to adjourn the meeting, Mr. Rogers seconded. Ms. Nix adjourned the meeting at 12:05 p.m.

DRAFT