



ECLB Board Meeting Minutes

Erie County Land Bank

Mar 22, 2023 at 9:00 AM EDT to Mar 22, 2023 at 10:00 AM EDT

Zoom

Agenda

Zoom Meeting ID: 814 6247 4012 Passcode: ECLB2023

I. Call to Order & Attendance

Board: James Cardman, Brian McGrath, Jack Lee, Christine Rush, Michael Fuhrman, Dave Mitchell, Suzanne Weber

Additional: Jennifer Hirneisen, Christie Mahany, Aaron Snippert

A. Welcome to Suzanne Weber

II. Review Minutes from Previous Meeting

Motion: Approve minutes from previous meeting by J. Cardman, seconded by M. Fuhrman. All approved.

III. Financial Report

Motion: Approve financial report by J. Lee, seconded by J. Cardman, all approved.

A. Demolition Fund

IV. Hearing of the Public – none

V. Erie Land Bank

Motion: Approve disbursement to Erie Land Bank in the amount of \$56,183.55 (\$48,334.85 for the 2022 Work Plan plus \$7,848.70 for the 2023 Work Plan) by D. Mitchell, seconded by C. Rush. All approved.

<https://www.google.com/maps/d/edit?mid=1NIEmqqtCeDiwPZwAh9O9F1Zy2x-eSO0&usp=sharing>

VI. Solicitor Updates

A. Policies

1. Motion to approve anti-nepotism policy as written by J. Lee. Seconded by J. Cardman and all approved.
2. Motion to approve the social media policy by S. Weber, with a second by J. Lee. All approved.

VII. Unfinished & New Business

A. Letter to Dotty Schloss as outgoing board member will be prepared by C. Mahany and sent to B. McGrath for review.

1. C. Mahany will reach out to County Councilman Jim Winarski about his vacant appointment on the board.

B. Property Updates

1. Current Demolitions/ Renovations

39 S Washington Street, North East came down the week of 03.06.2023

- a. **23-25 S Main Street Update** – will send update to gov comm and jenny ASAP

- b. **Current demolitions soon to be out for quote**

City of Corry:

318 Worth St

410 S 2 Ave

535 S 2 Ave

303 Wayne St

210 5 St

74 Snyder Cir

64 E Pleasant Street

2. Recent Transfers

Judicial Tax Sale Purchases: (received 3/10/2023)

64 E Pleasant St, Corry

124 Lemon St, Corry

Alison Ave Lot, Millcreek

11 Maple St, Union City

80 E High St, Union City

48 Miles St, Union City

48 Atlantic St, Union City

- a. **Board & Secure** – A. Snippert will send me their list of contractors they use.
- b. **New Signage** to be ordered for the following uses after a motion to approve by M. Fuhrman, followed by a second from S. Weber. All approved.

For Sale

Demolition

3. New Applications & Proposed Transfers

Currently accepting renovation applications on 59 W Main Street (North East) and 439 Shady Ave (Corry).

- a. **109 & 111 E Main Street, Corry** Motion to transfer to Jason Martin by D. Mitchell, second by J. Lee. All approved.
- b. **201 Mead Ave, Corry** Motion to transfer into Land Bank from CNI by D. Mitchell, seconded by M. Fuhrman. All approved.

Fire and water damage. Demolish.

C. New position

J.L. Nick Quote

Paychex provides assistance with job descriptions, posting to Indeed, and background checks (included in our current payroll plan).

C.Mahany will get with the hiring panel and fine tune the job listing, and then send it to the Governance Committee for review.

VIII. Notices & Announcements

A. Emergency Services Training Sites Utilized

03.09.2023 Millcreek SWAT at 13-19 Snyder Circle

03.14.2023 (until demolition) Corry Fire at 13-19 Snyder Circle

B. 2022 Audit is underway (deadline is 04.30.2023)

C. New office furniture installed on 03.10.2023

D. National Land Bank Network Summit - October 16-17, 2023 | Cleveland, OH

Please add this to your calendar.

E. Additional bank signer finalized. Checks need to be signed this week or next.

IX. Adjournment

Motion: Adjourn by S. Weber with a second from J. Lee.

Next Meetings: April 12 (Governance - Zoom) & April 26 (Board @ Summit)