

Lenawee County Land Bank Authority

Meeting Minutes

July 25, 2023

Opening: The regular meeting of the Lenawee County Land Bank Authority Board was called to order at 8:30am on July 25, 2023 by Chair Van Dyke at the Lenawee County Courthouse Chambers.

Present: Erin Van Dyke, Lynne Punnett, Jake Wright, Kristen Brown, Roger Ferguson

Absent: Nancy Jenkins-Arno

Guest: Kimberly Murphy, Francine Zysk, Dusty Steele, Mark Murray, Mike Slusarski, Kirk Valentine

Secretary: Anna Solis

Call to Order: Chair Van Dyke called the meeting to order at 8:30 am.

- I. Approval of the Agenda:** *Motion by J. Wright to approve the agenda as presented. Supported by K. Brown. Unanimously approved.*
- II. Approval of Minutes:** *Motion by L. Punnett to approve the minutes of the June 27, 2023 meeting as presented, supported by J. Wright. Unanimously approved.*
- III. Review of Financials:** The financial statements of June 2023 were presented by Chair Van Dyke. *Motion by L. Punnett to receive the June 2023 financial statements as presented, supported by K. Brown. Unanimously approved.*
- IV. Existing Business**
 - 1. Board Expansion:** Chair Van Dyke addressed the First Amendment to the Intergovernmental Agreement. Changes to Section 4.01 Authority Board Composition and Section 4.03 Terms of use, need to be made for the Lenawee County Land Bank to be in compliance with the State Land Bank Authority. Motion made to make appropriate changes by Director Punnett, seconded by Director Wright. Unanimously passed. The Chair advised the board that Heather Sarnac was to be a voting member by the July meeting however the meeting to approve her was pushed back. Heather will be a voting member at the Land Bank meeting in August.
 - 2. Blight Elimination Grant:** Director Wright let the board know that 410 Comstock, was put on hold to combine the bid with 2471 E Maumee. He is still waiting on the Phase 1 numbers from the consulting company. No further updates on the properties.
 - 3. Property Legal Counsel Update:** Chair Van Dyke advised the board that she has yet to receive anything from corporate counsel concerning moving forward with legal action on 140 W. Main, Addison. County Administrator Murphy said she will follow up on the matter.

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V. New Business:

- 1. Adrian Development Collaborative Project:** Chair Van Dyke advised the board that there is a request from the project members for funds from the Land Bank. Mike Slusarski from Slusarski Excavating provided an information overview packet to the Land Bank board members, he gave an overview on the contamination of 133, 155 & 205 Winter Street. Mark Murray let the board know that the project will not move forward without funding and suggested the possibility of the Land Bank taking the properties in to obtain the funding and then releasing them back. County Administrator Murphy asked for clarity and the ultimate end goal on the project. County Economic Developer Zysk asked for a timeline for the project in order to assist in finding appropriate funding. Director Wright made a motion to form a subcommittee to help maneuver the projects request, supported by K. Brown. Unanimously approved.
- 2. Land Bank Property:** The Economic Developer, Francine Zysk let the board know she would like to apply for the MSHDA Grant for Community Housing. The grant would be for up to \$200,000.00 and she is requesting to use a Land Bank property for the housing project. There are 3 properties in mind, she would work with the City of Adrian to find the best location for a small house. L. Punnett asked about future projects outside of the City of Adrian, Francine Zysk said she would like to do that in the future after this first development project has been completed. L. Punnett made a motion to approve applying and using Land Bank property for the grant, J. Wright seconded. Unanimously approved.
- 3. Blight Elimination Round 3:** Chair Van Dyke let the board know that the Land Bank was awarded a designation of \$500,000.00, for round 3 of the grant. The acceptance and Risk Assessment, is due on or before August 1st. The Intergovernmental Agreement changes would be completed at that point. A project will need to be identified and a timeline followed. L. Punnett asked if it was competitive and if any additional funds were going to be available. The Chair said there was nothing that indicated there would be any other available funds that would be competitive. L. Punnett asked if there was a project in mind for the funds, the Chair said if we acquire 140 W. Main St, Addison back funds will be needed to address it, as well as we may have properties left from 2023 Tax Sale. She stated that there is a specific timeline of March 31st to be submitted for approval as well as additional dates to adhere to. The County Administrator followed up with the Land Bank becoming compliant with assistance from the Michigan State Land Bank Authority, Including Intergovernmental Agreement, the By Laws, as well as processes and procedures. It does not prohibit the current grant funds available.

VI. Community Development Coordinator Comments: Advised the board she will be communicating through email, providing samples of bylaws that were previously written, so that they can be a focus at the September board meeting, as it is a time sensitive issue.

VII. Public Comment: None

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VIII. Adjournment: *Motion by J. Wright to adjourn the meeting at 9.17a.m., seconded by R. Ferguson.*
Unanimously approved.

Minutes submitted by: Anna Solis