

Lenawee County Land Bank Authority

Meeting Minutes September 26, 2023

Opening: The regular meeting of the Lenawee County Land Bank Authority Board was called to order at 8:30am on September 26, 2023 by Chair Van Dyke at the Lenawee County Courthouse Chambers.

Present: Erin Van Dyke, Lynne Punnett, Jake Wright, Kristen Brown, Roger Ferguson, Nancy Jenkins-Arno

Absent: Heather Sarnac

Guest: Kimberly Murphy, Shannon Elliott, Francine Zysk, Mark Murray

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 L. Punnett. Unanimously approved.*
- II. Approval of Minutes:** *Motion by L. Punnett to approve the minutes of the August 22, 2023 meeting as presented, supported by K. Brown. Unanimously approved.*
- III. Review of Financials:** The financial statements of August 2023 were presented by Chair Van Dyke. *Motion by L. Punnett to receive the August 2023 financial statements as presented, supported by R. Ferguson. Unanimously approved.*
- IV. Existing Business**
 - 1. Board Expansion:** The final changes to Intergovernmental Agreement were reviewed and discussion had by board members. The Community Development Coordinator advised that the Intergovernmental Agreement does not need to be signed by the State Land Bank, they did review the document at the Land Bank Summit in September and found no corrections needed, after the recent changes. The final document will be voted on by the Board of Commissioners. A motion was made by Director Wright to approve the Intergovernmental Agreement, supported by L. Punnett. Unanimously Passed.
 - 2. Blight Elimination Grant:** Director Wright gave an update on the Round 1 Blight Grant property located at 2471 E Maumee St. Adrian. The environmental site survey was done, there is evidence of underground tanks. He is waiting on a response from Michigan Consulting and Environmental for a recommendation how to proceed with demo. Chair Van Dyke let the board know the agreement for Round 3 of the Blight Grant has been signed and that a project would need to be identified by March 2024.

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3. **Property Legal Counsel Update:** Chair Van Dyke advised the board that legal counsel had completed the Quiet Title on 140 W Main St. Addison, a court date is now set for Monday December 11th in regards to reverting the property title back to the Land Bank.
4. **Blight Sub-Committee:** The Chair let the board know that representatives from the Croswell Opera House presented a proposal requesting funding from the Land Bank for their Front Street Revitalization Project. She stated that the sub-committee has not made any determinations. The Community Coordinator said she took the Croswell and the Adrian Development Collaborative project to the Land Bank Summit to gain information on funding options. They are looking to set another sub-committee meeting to go over the information she received.
5. **Land Bank Property:** Francine Zysk let the board know she is still waiting to hear if the Land Bank can submit for the Rural Readiness Grant, with the intention of getting blue prints for different types of housing.

V. New Business:

1. **Property For Sale signs:** The Chair told the board that she and the Community Development Coordinator discussed getting signs to post on Land Bank properties, to make the public aware of what is available. She showed the approved draft of the sign and let them know they were ordered and paid for.

VI. Community Development Coordinator Comments: Francine Zysk let the board know that she is going to compile the information she received at the Land Bank Summit and present it at the next meeting. She also touched on Round 4 Blight Grant to be released October 1st, due December 1st with notification of approval in February, she stated that guidelines have been changed for this round.

VII. Public Comment: Mark Murray stated that since the last meeting the Adrian Development Collaborative has been actively looking for grant money, they approached Lenawee Now as well as the City of Adrian. They would like to remain on the Land Banks agenda and to continue to be considered for grant money.

VIII. Adjournment: *Motion by L. Punnett to adjourn the meeting at 8:44a.m., seconded by J. Wright*
Unanimously approved.

Minutes submitted by: Anna Solis