

Lenawee County Land Bank Authority

Meeting Minutes

October 24, 2023

Opening: The regular meeting of the Lenawee County Land Bank Authority Board was called to order at 8:30am on October 24, 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, Heather Sarnac

Absent:

Guest: Kimberly Murphy, Shannon Elliott, Francine Zysk, Kirk Valentine, Nathan Hightower

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 H. Sarnac to approve the minutes of the September 26, 2023 meeting as presented, supported by L. Punnett. Unanimously approved.*
- III. Review of Financials:** The financial statements of September 2023 were presented by Chair Van Dyke. *Motion by L. Punnett to receive the September 2023 financial statements as presented, supported by H. Sarnac. Unanimously approved.*
- IV. Existing Business**
 - 1. Board Expansion:** Chair Van Dyke advised the board that the Intergovernmental Agreement was signed by the Chairman of Board of Commissioners and put on file. She asked the board what input they had for the priorities, policies and procedures. Additions were requested, it is the Chairs hope that it be voted on at the November board meeting.
 - 2. Blight Elimination Grant:** Director Wright said he received the official phase 1 report of the 2471 E. Maumee St property. The building would need be taken down as fully contaminated and there is evidence of an underground tank, if that is the case, what is the liability of the Land Bank if it is uncovered. He is going to provide a summary to County Administrator Murphy for the Corporate Attorney to review and advise the board on. The information is needed before the demo write up can be completed. Director Punnett asked about the 410 Comstock property, J. Wright said he had packaged the two properties together as 410 is pretty straight forward, however, he will write it up separately to move the project forward.
 - 3. Blight Subcommittee Update:** The Community Development Coordinator advised the board that she had taken both the Croswell Opera House and the Adrian Development Collaborative proposals to the Land Bank summit. She found that there are grant options for privately owned

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properties. It was recommended by the State Land Bank that the County Land Bank not acquire privately owned property due to being subjected to audits.

4. **Land Bank Property:** No Updates
5. **Jean Christopher Property:** Chair Van Dyke let the board know that the closing between the Land Bank and the City of Adrian had taken place, they will see that reflected on next month's financials.

V. New Business:

1. **2024 Budget Discussion:** The Chair provided the board with a proposed budget based on the previous year's figures. There were no questions she would like it to be voted on at the November meeting.

VI. Community Development Coordinator Comments: Francine Zysk advised the board that she will be placing the sale signs at the Land Bank properties that week. She also asked that everyone get their photos for the website.

VII. Public Comment: Kirk Valentine spoke to the board concerning the testing results of the Buckeye site located at 410 Beecher St, Adrian. He met with EGLE and the property was found to be more contaminated than he expected. He is no longer interested in purchasing the property from the Land Bank.

VIII. Adjournment: *Motion by H. Sarnac to adjourn the meeting at 8:49a.m., seconded by L. Punnett*
Unanimously approved.

Minutes submitted by: Anna Solis