

## **Portage County Land Reutilization Corporation**

**Reed Memorial Library**

**Monday, May 23, 2016**

**2:30 PM**

### **Meeting Minutes**

The Board of Directors of the Portage County Land Reutilization Corporation met for a regular monthly meeting on **Monday, May 23, 2016** at Reed Memorial Library. The meeting was called to order at **2:30 PM** by Chair Vicki Kline.

**ROLL CALL** – Lisa Reeves

Director's Present – Vicki Kline, Brad Cromes, Kathleen Chandler, Wendi O'Neal, Jack Kohl and Ina Sayre.

Directors Absent – Bridget Susel

Also Present - Dave Vaughan, Mike Bogo, Jenna Dorris, Alecia Bencze, Dan Morganti, Lisa Reeves, Chris Moravec, Theresa Steinlechner, Chad Murdock, Kaitlyn McNerney, Janet Esposito, Kate DeAngelis, Jennifer Robison, Rachel Kerns, John Zizka and Scott Ranoine.

### **APPROVAL OF OFFICIAL MEETING MINUTES**

April 27, 2016 Annual Meeting Official Minutes

Director Brad Cromes made a motion to approve the minutes for the Annual Meeting on April 27, 2016 of the Board of Directors. Director Wendi O'Neal seconded the motion. Motion carried with 6 Yeas, 0 Nays.

April 27, 2016 Regular Meeting Official Minutes

Community member John Zizka pointed out a few typos on page 2 of the April 27, 2016 Regular Meeting Minutes. Chair Vicki Kline stated that the changes would be made and passed at the June 22, 2016 Meeting of the Board of Directors.

### **FORECLOSURE CONTRACT UPDATE**

Alecia Bencze stated that she has submitted 13 cases to the judges for them to sign-off on the journal entry, which brings the total to 17 properties. Two of those properties have been signed and are in the 28-day redemption period.

## **REPORTS AND COMMUNICATIONS**

Treasurer's Report – Dan Morganti presented April Financial Statements. The first DETAC deposit of \$416,166.86 was received. After the deposit was received, it was determined that it should have only been \$301,991.26; the Land Bank will need to return \$114,175.60. Auditor, Janet Esposito explained that when the funds came in they were entered incorrectly.

Director Kathleen Chandler made a motion for Treasurer, Dan Morganti to send a check in the amount of \$114,175.60 back to Portage County. Director Ina Sayre seconded the motion. Motion carried with 6 Yeas, 0 Nays.

Director V. Kline made a motion to approve the April 2016 Financial Statements as presented. Director W. O'Neil seconded the motion. Motion carried with 6 Yeas, 0 Nays.

NIP Update – Jenna Cariglio-Dorris – presented an update on the NIP Program. Director Brad Cromes asked about the reimbursement process of the funds. Jenna stated that the first three demolitions have been reimbursed. They are waiting for the contractors to cash their checks. Once they receive the bank statements to prove that the checks were cashed they can be submitted to OFA.

Email Regarding Upcoming Round of Funding – OFA will likely be receiving additional funds for the NIP Program. New allocations will be based on PCLRC pipeline of properties.

SIGTARP Audit – Dave Vaughan - government audit group that is auditing OFA and all of the Land Banks. They sent an email asking for about 400,000 pages of materials. OFA met with them and now they are asking for a consolidated list. Because of the audit period, PCLRC only has (3) properties being audited.

Property Inventory – Jenna Cariglio-Dorris – presented the list of current Land Bank Inventory.

Jenna Cariglio-Dorris – Dave Vaughan announced that Jenna is leaving NDS and this is her last Land Bank meeting. Dave introduced her replacement, Jennifer Robison.

Vision Statement – Scott Ranoine – discussed the vision statement and reviewed previous meeting notes. The board narrowed down the various statements that have been suggested. Director Jack Kohl suggested combining a few ideas and the board agreed on “Returning Portage Properties to Productive Use” as their Vision Statement.

Director Jack Kohl made a motion to accept the Vision Statement – Returning Portage Properties to Productive Use. Director Kathleen Chandler seconded the motion. Motion carried with 6 Yeas, 0 Nays.

Annual Meeting – Kate DeAngelis – reviewed the upcoming Annual Meeting to the public will be held Wednesday, May 25, 2016 @ 8:30 AM at NEOMED in the NEW Center at University Hall on the 2<sup>nd</sup> floor. The Land Bank will be unveiling the new website. Also, the annual report brochure will be available as well.

## **OTHER BUSINESS**

MOF Liens – John Zizka asked for an update on the removal of MOF Liens. Attorney Chad Murdock stated that the prosecutor’s office is still in the stage of figuring out which direction to go. He said other counties have faced this issue and via a resolution through their auditor they were able to remove the liens. The Portage County Auditor is reluctant to do this. Chris Meduri is exploring whether a court action is necessary. He is hopeful this can be handled administratively.

501(c) (3) – Director Brad Cromes asked where they are at with the 501(c) (3). Attorney Chad Murdock stated that it is complete, just need signatures and a check then it can be sent in.

### **June Meeting**

The next regular meeting of the Portage County Land Reutilization Corporation will be on **Monday, June 22, 2016 – 2:30 PM** at Neighborhood Development Services.

Director Jack Kohl and Director Wendi O’Neal both asked the Chair to excuse them from the June Meeting due to prior commitments.

## **ADJOURNMENT**

Director Brad Cromes made a motion to adjournment. Director Wendi O’Neal seconded the motion. Motion carried with 6 Yeas, 0 Nays.

We do hereby certify that the foregoing is a true and certified record of the Board, the official meeting of May 23, 2016 adjourned at 3:00 PM.

Vicki Kline  
Chairman

David Vaughan  
Secretary/Administrator