

LAND BANK AUTHORITY

Erin Van Dyke
County Treasurer, Board
Chair

301 N. Main St, Adrian, MI 49221
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MEMBERS

Kristen Brown, Roger Ferguson, Nancy Jenkins-Arno
Lynne Punnett, Heather Sarnac, Jake Wright

MEETING LOCATION

301 N. Main St, Adrian, MI 49221

Minutes: Tuesday, December 17, 2024

I. Call to Order

The meeting was called to order at 8:30 am by Chair Erin Van Dyke.

Present: Jake Wright; Roger Ferguson; Lynne Punnett; Erin Van Dyke; Kristen Brown; Heather Sarnac

Absent: Commissioner Nancy Jenkins-Arno

Also Present: County Administrator Kim Murphy; Marketing & Communications Coordinator Jennifer Ambrose; Via Zoom Jacob Cadle (Michigan Consulting & Environmental)

II. Approval of Agenda

Motion by Director Punnett, seconded by Director Wright to approve the Agenda for December 17, 2024. Motion Carried.

III. Approval of Minutes

A. Approval of Minutes:

Motion by Director Brown, seconded by Director Wright to approve the Minutes from November 19, 2024. Motion Carried.

IV. Finance Reports

A. Balance Sheet November 2024

B. Income Statement November 2024

Motion by Director Punnett, seconded by Director Brown to approve Financials from November 2024. Motion Carried.

V. New Business

A. Property Acquisition

1) 1123 Lowe Ave - XA0-610-0099-01

2) 1117 Lowe Ave - XA0-610-0100-01

The Chair let the board know that 1123 & 1117 Lowe Ave in Adrian, are the two properties left from the 2024 Tax Sale. A letter was sent to the city offering them the properties, they have until December 31st to accept or reject them. The board will discuss and vote in January whether they would like to bring the properties into the Land Bank.

B. Delegation Resolution

Chair Van Dyke let the Board know that she met with Jim Tischler from the State Land Bank Authority, and he suggested that the board have a Delegation Resolution on file. She said that in previous meetings the board had discussed moving the meetings to every other month and if they decided to do so, then this document would give the Chair the opportunity to take action on an item of emergent status. The Chair asked for the board's thoughts on moving the meetings to every other month. Director Ferguson asked about the half million dollar allowance in the resolution. The chair said it was the standard language in the states document. Director Punnett said she would like to discuss changing item number 5 in the document pertaining to the dollar amount of "Grants, Gifts and other Aid" allowed to be accepted. The board discussed the advantages and disadvantages of moving the meetings to every other month. Director Sarnac said she would like to know how many other Land Banks have and use the Delegation Resolution and how it works for them. The Chair said that we will inquire with the other Land Banks to see what their experiences are with the document and bring the information back to the board in January.

VI. Existing Business

A. Blight Elimination Grant

1) 2471 Maumee St. Adrian

The Chair let the board know that EGLE had conducted the audit of the closure report for 2471 E Maumee St in Adrian. The report was approved and it can now be put up for sale. The Sales Committee will need to meet to discuss the ideal use for the property as well as a marketing plan.

2) 140 W. Main St. Addison - Construction Management Bid

Chair Van Dyke introduced Jake Cadle from Michigan Environmental via Zoom. Director Wright requested to abstain from any votes associated with 140 W. Main St. in Addison. A motion made by Director Punnett, seconded by Director Brown for Director Wright to abstain. Motion Carried. Mr. Cadle recommends moving forward with Krieghoff of Lenawee for the Construction Management of the property. The Chair let the board know that only one bid was received from the Request For Proposal. Motion made by Director Ferguson, seconded by Director Brown to accept the bid from Krieghoff of Lenawee for the construction management in the amount of \$25,000.00. Motion Carried.

VII. Community Development Coordinator Comments

The Chair let the board know that the Community Development Coordinator Francine Zysk was appointed to the Education Committee of the Michigan Land Bank Association.

VIII. Public Comment

N/A

IX. Adjournment

Motion by Director Ferguson, seconded by Director Sarnac to adjourn the meeting at 8:51 am. Motion Carried.