

JACKSON COUNTY LAND BANK AUTHORITY

MEETING MINUTES

OCTOBER 16, 2014

PRESENT: COFFMAN, KRUSE, ALEXANDER, TAYLOR, FROUNFELKER, DUCKHAM, MARTIN, JESTER, RICE, BRITTAN (7:41)
VISITORS: RUEUL CRITES
ABSENT: CUNNINGHAM

Meeting called to order by Coffman at 7:30 a.m.

Public Comment:

- None.

Approval of Minutes The minutes from August 21, 2014 were emailed and presented. **Motion by Duckham, to approve and accept the minutes from August 21, 2014, support by Kruse, PASSED.**

Property Inventory Sub Committee updates

- Subcommittee met Tuesday, October 14th

Wells Fargo – National Community Stabilization Trust Donation Program

- 400 Fourth Street closing was 9-17-2014; total **revenue \$8,027.74** at closing; received deed from title company on 9-24-2014
- Subcommittee will be requesting quotes for rehabilitation; at minimum needs new roof
- Martin inquired if Wells Fargo will have more properties for this process, Coffman replied that she is unsure but the process has gotten smoother but it is definitely random with no notice.
- Duckham inquired about whether or not we need to worry about possible demolition/condemnation concerns in the City.

Dorrell Trailer Park Demolitions

- 3577 Bellrose and 8743 Jennings in Leoni Township
- Bailey Excavating reported (per John Bailey on 10-15-2014) that this should be complete by October month end.
- Reminder – bid for project **\$21,800.00** (expense)
- Duckham inquired about what the plan is to do with these lots; the intended use is for green space
- Duckham doesn't think that we should not have to maintain these lots and have no future plan. He thinks that we should sell them to township.
- Jester states that there is real value on these properties. He says that he gets calls frequently about the lots in this area. Manufactured homes make up approximately 20% of the market in Jackson.
- Discussion about our mission; this could fill the affordable housing concern in our community.

Side Lot Application for 126 W Mason (vacant lot)

- Received application from Rachel Perez, they own 128 W Mason (house); taxes are current; but there is no principle residence exemption;
- Responded back to applicant with questions and advised of \$250 fee for purchase

JACKSON COUNTY LAND BANK AUTHORITY
MEETING MINUTES
OCTOBER 16, 2014

If they live at 128 W Mason, recommendation would be to allow her to purchase this vacant lot for the \$250 fee.

Motion by Taylor, to recommend and approve the application selling this side lot for \$250 to Rachel Perez as requested, support by Martin. PASSED.

- Kruse inquired about the 5 year 50% capture of the taxes.

Motion by Taylor, to waive the 5 year 50% capture of taxes on this parcel, support by Brittan. PASSED.

- Suggestion to combine by the two lots.
- Martin inquired about using this as a positive example of the success of side lot transfer program.

Inquiry for donation of Two vacant lots in the City of Jackson

- Received inquiry from Linda Nabozny. She wishes to DONATE two vacant lots:
- 521 Wilson Street and 509 Wilson Street
- Coffman read the letter to the board.
- No deed, possible contamination, currently we do not own any parcels in that area, does not fit our mission.
- Alexander inquired about the market value of these parcels.
- Duckham asked shouldn't we accept the property. Will require title search work, will require quiet title, contamination is not known, in a heavy industrial area; we would be accepting the responsibility of the property with all of its issues.

Recommendation to NOT accept the donation of the two vacant parcels on Wilson Street. Will advise her to check with the City of Jackson, Habitat for Humanity, and lastly suggest that she could let the parcels go through the foreclosure process.

Motion by Taylor, to not accept the donation of the two vacant parcels on Wilson Street, support by Jester. PASSED.

Update on Houses

- **200 W South St** – need to power wash exterior; roof could use replacing; garage roof needs to be repaired, windows need to be replaced; should replace the windows (9-10) in house; need to have plumbing repaired; house has hot water heat – don't know the condition of the boiler; has air conditioning; needs extensive repairs.
- Purchased this property for \$5,250.00
- Alexander inquired about how much we would sell this for in the real estate market
- Coffman asked if we are going to gauge the rehabilitation of these houses on a bare minimum, or are we going to gauge the rehabilitation necessary to make the houses financeable for prospective buyers. That will change the amount of work and monies necessary for the rehabilitation of these houses.

JACKSON COUNTY LAND BANK AUTHORITY
MEETING MINUTES
OCTOBER 16, 2014

Recommendation to consider selling this house “AS IS” because of the extensive repairs needed. Not cost effective to do all repairs because would not sell for enough to cover costs.

Motion by Brittan, to sell the property “AS IS” as recommended by the subcommittee, but also looking to make the improvements as discussed, **support by Duckham. Discussion. Motion withdrawn.**

- Duckham believes that we should contact all interested contractors that do rehabilitation work on houses and have them clean them up as an incentive to have the ability to purchase the houses.

Motion by Taylor, to repair the windows, power wash the exterior, and all other repairs mentioned, not to exceed \$1,000, **support by Martin. PASSED.**

- **246 Griswold St** -- roof does NOT need replacing; siding in good condition; possible window repair (not replacement); does need carpet and flooring throughout; minimal concerns or issues for this property; consider selling “AS IS”
- Replacing the flooring in the house is necessary to make it financeable.
- Jester estimates that the asking price could be \$25,000 to \$30,000.

Recommendation to consider selling this house “AS IS” minimal repairs needed.

Motion by Taylor, to repair the windows, replace the flooring throughout the house, fix the 2nd floor door frame, obtain estimate and check on the existing furnace, and all other repairs mentioned, not to exceed \$5,000, then put the house for sale on the real estate market, **support by Jester. PASSED.**

- **2521 Overhill St** -- dead elm tree needs to be removed at back of property, we received bids for removal, low bid was for \$600, authorized Daugherty Tree Service to take down the tree. Garage needs to be stabilized; roof for house and garage are newer and do NOT need replaced; checking with Habitat for Humanity to see if we can partner on this house. They may be able to assist with labor (for garage) and labor and siding supplies for the house and garage. Plumbing needs to be worked on as pipes are missing; we will need a furnace; will need to check on the electrical systems also; painting and mold removal in basement; carpeting; will work on getting estimates/quotes for work; may be contingent on Habitat response

Recommendation to approve payment in the amount of \$600.00 to Daugherty Tree Service for removal of dead elm on the property.

Motion by Taylor, to accept and approve the bid for \$600.00 for Daugherty Tree Service to remove the tree, **support by Brittan. PASSED.**

- Discussion about the possible partnership with Habitat for Humanity on this house.

JACKSON COUNTY LAND BANK AUTHORITY
MEETING MINUTES
OCTOBER 16, 2014

Motion by Jester, to obtain estimates for work and possibly repair the plumbing for this house and to obtain estimates for work and possibly repair the furnace for this house, not to exceed \$4,000.00, **support by Kruse. PASSED.**

- **2529 Norwood** – NEEDS new roof; quotes received for roof; low bid is \$4,082.00 from Billy White; needs windows; needs siding minor repair; need gutters cleaned or replaced; needs carpeting/flooring throughout; needs painting; needs plumbing – missing pipes; needs water heater; tuckpointing needing in basement; not sure of electrical system; will work on getting estimates/quotes for work; approximately 900 square feet.

Recommendation to accept low bid from Billy White Roofing in the amount of \$4,082.00 to replace the roof.

Motion by Brittan, to accept and approve the bid for \$4,082.00 for Billy White Roofing to replace the roof on 2529 Norwood, **support by Martin. PASSED.**

Motion by Kruse, to obtain estimates for work and possibly repair the plumbing for this house; to obtain estimates for work and possibly repair the electrical system for this house and to obtain estimates for work and possibly repair the furnace for this house, not to exceed \$4,000.00, **support by Brittan. PASSED.**

- **14086 Curtis Road** in Grass Lake Township– visited the property August 22nd. Clean up inside house, cleanup of front and back yard, obtaining quotes for removal of dead tree in front yard, looking to put on the market to sell; approximately 2 ½ acres of land
- Jester believes the value of the land is approximately \$30,000 on the high side

Recommendation to consider selling this house “AS IS”. The land is more valuable than the structures on the property. Not cost effective to do all repairs because would not sell for enough to cover costs.

Motion by Jester, to complete minor repairs of this house, and to have the plumbing, electrical and furnace examined with estimates for repairs, not to exceed \$4,000.00, **support by Brittan. PASSED.**

Review RFP for Real Estate services

- Coffman will present an RFP for full real estate services for board consideration at the next board meeting.

Other Business

- Kruse inquired about board approval for work to begin on 400 Fourth Street prior to next months meeting.

Motion by Kruse, to obtain quotes for the replacement of the roof; to obtain estimates for work and possibly repair the plumbing for 400 Fourth Street; to obtain estimates for work and possibly repair the electrical system for this house and to obtain estimates for work and possibly repair the furnace for this house, not to exceed \$4,000.00, **support by Brittan. PASSED.**

JACKSON COUNTY LAND BANK AUTHORITY
MEETING MINUTES
OCTOBER 16, 2014

- 2015 Schedule of Land Bank meetings was provided
- Suggestion was made to change the beginning time of these meetings to 8:00 am. Still to be held on the 3rd Thursday of the month.

Adjournment

Adjourn by the call of the chair at 9:05 a.m.

Next meeting is scheduled for Thursday, November 20, 2014 @ 7:30 am, room 101 Jackson County Tower Building.