

**NOT APPROVED**

**ELSMERE LAND BANK  
MEETING MINUTES  
SEPTEMBER 13, 2018  
ELSMERE TOWN HALL  
5:30 P.M.**

**CALL TO ORDER:** Chairman John Jaremchuk called the meeting to order at 5:30 p.m.

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENT PRAYER FOR THOSE WISHING TO DO SO**

**ACTION:** A motion was made by Chairman Jaremchuk to remove the moment of silent prayer from the Land Bank's agenda. The motion was seconded by Director Pfirrmann.

**VOTE:** 6 in favor with 1 absent Motion Carried

**ROLL CALL:**

CHAIR	JOHN JAREMCHUK, JR	PRESENT
VICE CHAIR	RONALD RUSSO	ABSENT
SECRETARY	SALLY JENSEN	PRESENT
TREASURER	CHARLES MCKEWEN	PRESENT
DIRECTOR	LEON BACKER	PRESENT
DIRECTOR	TED PFIRRMANN	PRESENT
DIRECTOR	CHRIS VARNEY	PRESENT
NON-VOTING MEMBER	ROBERT GOERLITZ	PRESENT
Town Solicitor, Edward McNally – Present		
Town Manager, John Giles – Present		

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES:**

Minutes of the August 9, 2018, Elsmere Land Bank Meeting

**ACTION:** A motion was made by Director Backer to approve the minutes of the August 9, 2018 meeting with no corrections. The motion was seconded by Director Jensen.

**VOTE:** 6 in favor with 1 absent Motion Carried

**NOT APPROVED**

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Status report from Chairman Jaremchuk.

203 Bungalow Avenue

Chairman Jaremchuk stated all have received information from Mr. McNally concerning the two properties the Land Bank has decided to go after on receivership.

Chairman Jaremchuk stated the property at 203 Bungalow is being worked on.

Treasurer McKewen stated that he went by the property roughly two weeks ago and the grass was high, more recently as of Tuesday the grass has been cut.

Town Manager John Giles asked the Land Bank if all received the correspondence from Mr. McNally sent today regarding 203 Bungalow.

Chairman Jaremchuk stated they have received the information.

Director Jensen stated according to this information a vendor has been established and they are making repairs.

Chairman Jaremchuk confirmed that the District Councilman and Code Enforcement Department will be checking in from time to time.

Town Manager John Giles stated this is correct and as of now there are no permits for work filed with the Code Enforcement Department.

Director Varney stated that this letter states the vendor is in the process of completing inspections to determine the repairs, not actually making the repairs at this time.

Mr. McNally added at the last Land Bank meeting it was discussed whether to proceed with filing receivership on this property, it was decided to do so, and the court scheduled a hearing. He received correspondence that the servicing company is committed to making the repairs on this property and placing it on the market; they would like the Town to consider delaying receivership on this property.

Chairman Jaremchuk asked Mr. McNally for confirmation that the hearing for receivership has been continued at this time.

Mr. McNally stated this is correct, the board decided rather than incur legal fees at this time it was best to postpone the hearing and allow the servicing company to uphold their promise to repair the property.

Director Varney asked how this will be followed up on/or confirm they are acting on this property.

Chairman Jaremchuk confirmed that not only is the Councilman ensuring the repairs are moving along, the Code Enforcement Department will follow-up, and asked for confirmation from the Town Manager.

Town Manager John Giles confirmed this is correct.

Treasurer McKewen confirmed with Town Manager John Giles that the Town did not cut the grass at this property.

Town Manager John Giles stated to his knowledge the Town did not cut the grass at this location.

## 505 Junction Street

Chairman Jaremchuk stated that all have received the electronic copy of the filing for appointment of receivership on this property. Additionally, the mortgage company has filed for a sheriff sale on the property, which is scheduled for October 9, 2018. He checked with the Sheriff's office and the plaintiff is the mortgage company and defendant is who was thought to be the previous owner, Mary Marshall.

Mr. McNally stated that he defendant is the widow of the couple who owned the property. She has since moved to Vermont and lacks the means to repair the property. He received contact for the loan servicing company, Shellpoint, who has requested information on all outstanding code violations.

The Land Bank and Town Manager John Giles continued discussion regarding the state of disrepair this property is in.

Chairman Jaremchuk stated that through the Sheriff's website he has identified the amount owed to the mortgage company is \$55,484.

Director Jensen asked what will happen to the property if it does not sell at Sheriff Sale.

Chairman Jaremchuk stated that the mortgage company will have a representative/Attorney present, who will bid the amount owed on the property. If no one bids on the property, the mortgage company typically retains ownership.

Chairman Jaremchuk asked Mr. McNally if there is a hearing scheduled on this property.

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Mr. McNally stated that the hearing is not scheduled, since this would require more money, he waited until this evening to discuss the next steps with the Land Bank.

Mr. McNally stated that he can postpone this for another week to await correspondence from their lawyer and propose to act in the same manner as the Land Bank did for 406 Bungalow.

Chairman Jaremchuk proposes to not take any action for another month, or at least until the date of the Sheriff Sale, since we do not know what will happen with the property.

Director Backer asked for confirmation from Mr. McNally that all fees or back taxes would be collected if the property is sold at Sheriff Sale.

Mr. McNally stated that any fees or taxes due are added to the total mortgage amount at the time of sale.

Treasurer McKewen asked Town Manager John Giles if he has the amount owed to the Town on either property.

Town Manager John Giles stated that he does not have this information in front of him.

Chairman Jaremchuk stated on the October 9, 2018 Sheriff Sale there is also another property listed, 1346 Sycamore Avenue for \$147,148.

Town Manager John Giles asked what the final decision was on 505 Junction St.

Chairman Jaremchuk stated it has been decided to delay action until after the Sheriff Sale, but the Land Bank has already filed for receivership.

Town Manager John Giles advised the Land Bank the Council agenda tonight includes a discussion concerning the reappointment of the Land Bank.

Chairman Jaremchuk stated he will be updating the Council this evening regarding the status of pending properties. This includes the figure the Town has generated because of the relationship with Community Champions.

Chairman Jaremchuk and Town Manager John Giles continued discussion regarding the future of Land Bank and the discussion that will occur at this evenings Council meeting.

Chairman Jaremchuk, Director Pfirmann and Town Manager John Giles discussed regarding the benefits of the Land Bank, including the goal to rehab homes, increase home values and beautify the Town.

Chairman Jaremchuk, Director Sally Jensen and Town Manager John Giles further discussed the benefits of Community Champions, the figures generated because of the relationship with them, and the mission statement of the Land Bank.

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Mr. McNally stated when the Land Bank was established it was under the pretense that it would acquire properties. This has proved difficult since properties in the town are often fixed and sold rather than given up. Under the Town's Code the Land Bank serves a purpose; to file for receivership someone must be named as the receiver, in this case the Land Bank as per the Town's Code. Mr. McNally also added input concerning the to the Land Bank's funds.

**ITEMS SUBMITTED BY BOARD MEMBERS:**

None

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

**ACTION:** A motion was made by Director Jensen to adjourn. The motion was seconded by Director Varney.

**VOTE:**           6 in favor with 1 absent   Motion Carried

**Meeting adjourned at the call of the Chair.**

These minutes summarize agenda and other issues discussed at this Board Meeting. Votes are recorded accurately. The audio recordings of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio recordings may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

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**JOHN JAREMCHUK**  
**CHAIRMAN**

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**SALLY JENSEN**  
**SECRETARY**