

**Suffolk County Land Bank Program
Suffolk County Department of Economic Development and Planning
Division of Planning and Environment
H. Lee Dennison Building – 4th Floor
Hauppauge, NY 11788-0099**

December 17, 2014 at 10:30 a.m.

Meeting Minutes

Start Time: 10:53 a.m.

PRESENT:

Board of Directors:

Hon. Steven Bellone, Suffolk County Executive
Hon. DuWayne Gregory, Presiding Officer, Suffolk County Legislature
Hon. Tom Cilmi, Suffolk County Legislator
Joanne Minieri, Deputy County Executive and Commissioner of Dept. of Economic Development and Planning
Jill Rosen-Nikoloff, Suffolk County Real Estate Director
Anna Throne-Holst, Supervisor, Town of Southampton & President, SC Town Supervisors Assn.
Kelly Morris, Deputy Executive Director, Suffolk County IDA

Staff Present:

Sarah Lansdale, Director of Planning
Robert Braun, Esq., Counsel to the Land Bank, County Attorney's office
Jared A. Kasschau, Harris Beach PLLC
Robert J. Ryan, Harris Beach PLLC
Janet Gremli, SC Dept. of Health Services
Andre Bermudez, SC Economic Development and Planning
Katelyn Meehan, SC Economic Development and Planning
Brian Petersen, AVZ
Colleen Badolato, Secretarial Assistant

Guests:

Carolyn Fahey, Designee for SC Executive Bellone
Michael Rosato, Sun Partners
Amy Keyes, Suffolk County
Gary Rozmus, GEI Consultants
Regina Zara, SC Economic Development and Planning
Robert Benrubi, AJS Cap Solutions

CALL TO ORDER

The Land Bank Board meeting was called to order by Joanne Minieri, at 10.53 a.m. There were 7 members present, which constitutes a quorum.

PUBLIC PORTION - No members of the public requested to speak.

NEW BUSINESS

County Executive Bellone presented the following resolutions for the Board's consideration:

Resolution No. 2014-21: Ratifying Prior Actions by the SCLBC - Historic Resolutions

➤ *Motion made by Leg. Tom Cilmi; seconded by Joanne Minieri - unanimously adopted*

Resolution No. 2014-22: Amending the By-Laws of the SCLBC - By-Laws

➤ *Motion made by P.O. DuWayne Gregory; seconded by Supervisor Anna Throne-Holst - unanimously*

adopted

Resolution No. 2014-23: Electing Officers for the SCLBC

- *Motion made by Joanne Minieri; seconded by Supervisor Anna Throne-Holst - unanimously adopted*

Resolution No. 2014-24: Adoption of Meeting Minutes from September 12, 2014 Meeting

- *Motion made by Leg. Tom Cilmi; seconded by Jill Rosen-Nikoloff - adopted (5 in favor, 1 abstention by Kelly Morris)*

LAND BANK UPDATE - Sarah Lansdale gave a brief update regarding Land Bank obtaining site access to 3 properties 95 Eads St., 156 Grant Ave and 1600 Fifth Ave. In October, Commissioner Tomarken signed Commissioner's Warrants on these 3 properties.

We have been awarded \$1.9 m by OAG's office for the acquisition and rehabilitation of vacant, bank-foreclosed residential properties.

COUNTY ATTORNEY'S REPORT - Robert Braun

SC Attorney's Office is seeking court orders by issuing Orders to Show Cause being presented at court today. We hope to know some time today what the Court's decision will be. If orders are signed, we will gain access to the properties. Commissioner's Warrants are issued by the County in cooperation with the Land Bank for the County to investigate conditions on the properties.

HEALTH DEPT. REPORT - Janet Gremli

Health Dept. is working on 13 sites that need to be evaluated.

Resolution No. 2014-25: Appointing Sarah Rudaitis a/k/a Sarah Lansdale as Executive Director of the SCLBC

- *Motion made by CE Bellone; seconded by Supervisor Anna Throne-Holst - unanimously adopted*

Resolution No. 2014-26: Adopting the 2015 Budget

- *Motion made by Jill Rosen-Nikoloff; seconded by Joanne Minieri - unanimously adopted*

Resolution No. 2014-27: Land Bank Community Revitalization Initiative (Round 2)

- *Motion made by Jill Rosen-Nikoloff; seconded by Leg. Tom Cilmi - unanimously adopted*

Resolution No. 2014-28: Selecting a Firm to Provide Financial Audit Services

- Audit Committee has agreed to enter into a contract with Sheehan and Co. for financial audit services
- *Motion made by P.O. Gregory; seconded by Jill Rosen-Nikoloff - unanimously adopted*

Resolution No. 2014-29: Extending the Contracts of Professional Services Firms For the 2015 Fiscal Year

- *Motion made by Joanne Minieri; seconded by Jill Rosen-Nikoloff - unanimously adopted*

Resolution No. 2014-30: Re-adopting Official Policies

- *Motion made by Supervisor Anna Throne-Holst; seconded by Leg. Tom Cilmi - unanimously adopted*

Resolution No. 2014-31: Establishing Procedures for the Appointment of an Interim President or Executive Director

- *Motion made by Supervisor Anna Throne-Holst; seconded by Joanne Minieri - unanimously adopted*

Adopt Proposed Land Bank Corporation Schedule for 2015

- *Motion made by Joanne Minieri; seconded by Tom Cilmi - adopted*

ABO Training Webinar - Must be completed within 1 year of appointment

Land Bank Board moved to Executive Session to discuss offer on Steck Philbin site at 12:00 p.m.

- *Motion made by Joanne Minieri; seconded by Jill Rosen-Nikoloff*

Executive Session adjourned at 12:32 p.m.

- *Motion to close Executive Session by Joanne Minieri.*

ADJOURNMENT

Joanne Minieri adjourned the meeting at 12:40 p.m.

The next meeting of the Land Bank Board of Directors is scheduled for February, 2015, in the Large Conference Room, Division of Planning and Environment, H. Lee Dennison Bldg., 4th Floor, Hauppauge.