

A regular meeting of the Leelanau County Land Bank Authority (LCLBA) was held on Tuesday, March 19, 2024 at the Leelanau County Government Center.

CALL TO ORDER

Meeting was called to order at 9:00 am by Chair Gallagher who led the Pledge of Allegiance.

ROLL CALL

Members Present: J. Gallagher, G. Myer, D. Hienz, G. Allgaier, D. Allen

Members Absent: R. Isphording

**Members Absent:
(prior notice)** R. Foster

Public Present: T. Searles, L. Mawby

Staff Present: J. Herman, Planning Secretary

APPROVAL OF AGENDA

Hienz added under “Discussion/Action Items, Updates:” “Item D. Betsey Price Project” and “Item E,” “EDC Update.”

Motion by Allgaier, seconded by Allen, to approve the agenda as amended. Motion carried 5-0.

ANNUAL ORGANIZATIONAL ITEMS

Election of Officers

Vice-Chairman

Motion by Allen, seconded by Allgaier, to nominate Heinz as Vice-Chairman.

Nominations were closed.

Motion carried 5-0.

Secretary

Motion by Heinz, seconded by Allgaier, to nominate Myer as Secretary.

Nominations were closed.

Motion carried 5-0.

Treasurer

Motion by Heinz, seconded by Allgaier, to nominate Foster as Treasurer.

Nominations were closed.

Motion carried 5-0.

Review and Adopt 2024 Meeting Schedule

Heinz made a correction to the date of the 2025 Organizational Meeting.

*Motion by Allen, seconded by Allgaier, to accept the 2024 Meeting Schedule as amended.
Motion carried 5-0.*

Review/Adopt: Bylaws

Heinz pointed out some formatting alignments and had a couple questions that Gallagher will check into. The deadline for annual budgeting was updated to reflect the September 1 deadline per the Intergovernmental Agreement.

*Motion by Allgaier, seconded by Allen, to approve the 2024 Bylaws as amended.
Motion carried 5-0.*

Review/Adopt: Policies and Procedures

Heinz asked to remove 'Fast Track' from the name on the cover per last year's request. He also added language regarding a PILOT (payment in lieu of taxes) on Section C. Disposition of Property, 1. Conveyances, Item f.

Motion by Allgaier, seconded by Allen, to adopt the Policies and Procedures with the proposed changes. Motion carried 5-0.

Identify 2024 Goals

Heinz suggested the Goals be the same as the Policies and Procedures Goals.

Motion by Allen, seconded by Allgaier, that the 2024 Goals be reflected as those in the Policies and Procedures. Motion carried 5-0.

PUBLIC COMMENT- None.

APPROVAL OF DECEMBER 19, 2023 MINUTES

Heinz suggested several changes to the minutes. Discussion ensued. The approved change was to replace 'identify to indemnify' on his comment on page 3.

Heinz suggested the following changes to the minutes:

Page 23, last paragraph, does not mention \$15,000.00 and he wants it to be clear for the record because this is a critical thing. He would like to insert "\$15,000.00 invoice from HomeStretch, could be paid" in the third line.

Page 24, line two, "the invoice reimbursement in 2023. Gallagher said by making the

\$15,000.00 in 2023, the proposed 2023 budget amendment will be increased by \$15,000.00.”

Allen suggested they approve the minutes as presented and let the minutes reflect Heinz’s comments.

Motion by Allen, seconded by Allgaier, to approve the minutes as presented. Motion carried 5-0.

Heinz continued, page 25, fourth line, “indemnify” not “identify”.

UNFINISHED BUSINESS

Gallagher will check with his Chief Deputy Treasurer, Sarah Lautner, on the \$15,000.00 Marek Rd invoice and will bring it for formal approval in next month’s meeting.

DISCUSSION/ ACTION ITEMS

New Waves Housing Project

Gallagher said he handed out Exhibit B of the plat of Bugai Rd along with property tax estimator that should reflect the taxable value of the property once completed. He said there are 14 units, one of which will be held by New Waves for staff housing, six units were acquired by Habitat for Humanity and the remaining seven units are up for development and for consideration. Gallagher suggested they negotiate a development agreement with Habitat for Humanity in acquisition and development of the remaining parcels. The New Waves development has suggested an asking price of \$35,000.00 per lot and Gallagher is proposing \$25,000.00 (half from LBA and half from Habitat for Humanity). Gallagher will bring back with an update in next month’s meeting.

Update: CDBG Resolution

Gallagher stated that they used Trudy Galla’s notes and said that she created a fund that didn’t exist. Between himself and Interim Finance Director, Cathy Hartesvelt, they are asking the Board of Commissioners (BOC) for a resolution modification for 2024-002 Program Income CDBG fund 275. Gallagher explained it is easier for them to change a resolution than to change in accounting.

Update: Former Northport Hospital Demolition (Fishbeck)

Searles said Fishbeck is preparing a Request for Proposal (RFP) but there is still communication with the village and the existing assisted living facility before they release the proposal. Fishbeck requested the LBA hold a special meeting on May 7 to formally review and approve selection of a bid. Based on the project schedule, the work needs to be completed by the end of August to allow Fishbeck enough time to get the paperwork done and submitted to the State Land Bank by the end of September. They anticipate the project will take three months and would like the work to begin by June.

Update: Brewery Creek

Searles said a lot of the demolition and excavating has been undertaken but they paused the project for the winter season and they plan to start again in April/May. Gallagher said they anticipate an early summer

completion and that the township requested they reuse the street lights.

Update: Betsey Price Project

Gallagher gave a brief update that the sell fell through because the Price's were reluctant to divide the property into a splitable lot and it wouldn't pass for zoning purposes.

Update: EDC

Heinz asked if there was any follow up. Allen said she and Myer were going to follow up to the State to see if the LBA could operate as an EDC, which has not been done yet. Allen said that the BOC has been made aware but there is no interest in putting that forward.

Any Other Business

Gallagher said they received an offer of \$15,000.00 on the Cherry Home property. The LBA had an asking price for \$25,000.00. Members agreed to have Chairman Gallagher to enter a counter offer.

Motion by Allgaier, seconded by Heinz, to enter a counter offer at \$22,000.00 for the Cherry Homes subdivision parcel #008-360-134-00. Motion carried 5-0.

CLAIMS & ACCOUNTS – \$61.00

Motion by Allgaier, seconded by Allen, to approve the Claims & Accounts in the amount of \$61.00. Motion carried 5-0.

POST AUDIT- \$149.35

Motion by Allgaier, seconded by Allen, to approve the Post Audit in the amount of \$149.35. Motion carried 5-0.

CORRESPONDENCE/COMMUNICATION ITEMS

Demolition Training Sessions

Gallagher said they are voluntary and encourages members to participate. Searles said that the LBA has a responsibility to be aware of the grant requirements and that Fishbeck will be participating in the trainings as well.

PUBLIC COMMENT

The following individual spoke in person: Larry Mawby

MEMBER COMMENTS

Allen formally resigned from the LBA. Members thanked her for her services.

CHAIRPERSON COMMENTS- None.

ADJOURNMENT

Meeting adjourned at 10:29 am.