

**INGHAM COUNTY LAND BANK  
FAST TRACK AUTHORITY**

November 3, 2014  
Minutes

Members Present: Eric Schertzing , Comm. Bahar-Cook, Comm. Hope, Comm. McGrain, Comm. Nolan

Members Absent: None

Others Present: Jeff Burdick, Tim Perrone, Stephan Williams

The meeting was called to order by Chairperson Schertzing at 5:03 p.m. in Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the October 6, 2014 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. HOPE, TO APPROVE THE OCTOBER 6, 2014 MINUTES. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Bahar-Cook

Additions to the Agenda: None

Limited Public Comment: None

1. Community Projects Update  
1112 Prospect Park project with Sparrow

Executive Director Burdick updated the board on the status of this project. The Sparrow Board has approved funding for the demolition and playground equipment. Staff from the two organizations will now begin working out a specific plan and timeline.

2. Resolution to approve the sale of 1808 Pierce Road to Stephan Williams, who intends to renovate the house and use it as a rental property

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. HOPE, TO APPROVE THE SALE OF 1808 PIERCE ROAD TO STEPAHN WILLIAMS.

Executive Director Burdick updated the board on this property and the proposed sale. Mr. Williams discussed his plans for renovating the home with the board.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Bahar-Cook

3. Resolution to approve the 2015 budget

Comm. Bahar-Cook arrived at 5:16 p.m.

MOVED BY COMM. MCGRAIN, SUPPORTED BY NOLAN, TO APPROVE THE 2015 BUDGET.

Executive Director Burdick reviewed the proposed 2015 budget and the rationale behind various line items. He stated that demolition and commercial sales would be the primary focus for staff in 2015. The board discussed various individual line items of the proposed budget.

MOTION CARRIED UNANIMOUSLY.

4. Resolution to approve the Ingham County Land Bank's membership in the Ingham County Health Care Coalition and to authorize the purchase of health insurance for Land Bank employees

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. HOPE, TO APPROVE MEMBERSHIP IN THE INGHAM COUNTY HEALTH CARE COALITION AND THE PURCHASE OF EMPLOYEE HEALTH INSURANCE.

Executive Director Burdick explained this would allow Land Bank employees to acquire the same insurance coverage available to Ingham County Employees. He stated the expense was included in the 2015 budget.

MOTION CARRIED UNANIMOUSLY.

5. Resolution to authorize the Ingham County Land Bank to procure a vendor to administer a Section 125 Plan to make employee contributions towards health insurance coverage pre-tax deductible

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. MCGRAIN, TO AUTHORIZE THE PROCUREMENT OF A VENDOR TO ADMINISTER A SECTION 125 PLAN.

Chairperson Schertzing inquired if we would be using the County's Section 125 Plan. Executive Director Burdick explained the County's plan is much too complex for our needs. We are looking to utilize our current payroll provider to offer a simple plan allowing for both employer and employee premium contributions to be made with pre-tax dollars.

MOTION CARRIED UNANIMOUSLY.

- 6. Property Maintenance, Renovation & Development
- 6a. Residential and Commercial Property Update – Dashboard

Executive Director Burdick stated the dashboard was included in the meeting packet.

- 6b. Completed and Pending Sales

Executive Director Burdick stated the information was included in the meeting packet.

- 6c. General Legal Update - Counsel

Tim Perrone stated the Land Bank has several land contract forfeiture proceedings pending.

- 7. Accounts Payable & Monthly Statement
- 7a. Accounts Payable Approval – October, 2014

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE ACCOUNTS PAYABLE FOR OCTOBER, 2014. MOTION CARRIED UNANIMOUSLY.

- 7b. Monthly Statement – September 30, 2014

The September 2014 monthly financial statement was received and placed on file.

- 8. Chairman and Executive Director Comments
- 8a. Blight Elimination Hardest Hit funds application with the City of Lansing.

Executive Director Burdick stated the Land Bank will be partnering with the City of Lansing in its application to MSHDA. The money has been earmarked for demolition projects. Comm. McGrain expressed reservation about the ongoing effects of demolition projects.

- 8b. NSP2 Program Income Round 2 application for funding to demolish blighted structures in Lansing's floodplain.

Executive Director Burdick stated the Land Bank will also be seeking to utilize NSP2 program income funds for demolition projects in the Urbandale and Baker Donora flood plains.

Announcements: None

Limited Public Comment: None

The meeting adjourned at 6:26 p.m.

Respectfully submitted,  
Joseph G Bonsall