



## Niagara Orleans Regional Land Improvement Corporation (NORLIC)

### Meeting Minutes – August 28, 2020

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on August 28, 2020 at the Orleans County Administration Building, 14016 Route 31 West, Albion, NY 14411.

#### **Board of Directors:**

Richard Updegrove – Chairman  
Rob DePaolo – Board Member  
Kyle Andrews – Board Member (via conference)  
Thomas DeSantis – Board Member (via conference)  
Lynne M. Johnson- Board Member (via conference)  
Brian Smith – Vice Chairman (via conference)

#### **Absent:**

Michael Casale – Board Member

#### **Officers:**

Andrea Klyczek – Executive Director  
Amy Fisk – Treasurer (via conference)  
Jacquiline Minicucci – Recording Secretary

#### **Others in Attendance:**

Tom Burgasser – Attorney (via conference)  
John Ottaviano – Attorney (via conference)

1-2. **Welcome Remarks/Roll:** The meeting was called to order at 9:05 a.m.

3. **Approval of Minutes:**

- A motion to approve the minutes from the June 26, 2020 NORLIC meetings as submitted by Jacquiline Minicucci was made by Mr. Updegrove, seconded by Mr. DePaolo. Ayes 6, Noes 0. Motion Passed.

#### **Action Items:**

4. **Niagara Falls Demolition Funding - \$200,000:**

Ms. Klyczek informed the board that allocating rehabilitation grant funding in the City of Niagara Falls has been difficult due to excessive cost estimates and that the City of Niagara Falls Community Development is currently executing a plan to demolish 25 homes. Mr. DeSantis reviewed the city's economic development plan, noting that focus is on the South end of the city stating that demolitions are a key factor in reaching those goals. Ms. Klyczek stated that discussions with our grant administrators indicated that partnering with the city on the demolitions would have a greater impact for the communities as a whole and that there is \$200,000 of unallocated funding available. A motion to allocate \$200,000 of grant funding to the City of Niagara Falls for demolition was made by Chairman Updegrove and seconded by Mr. DePaolo. Ayes 6, Noes 0. Motion Passed.

## Other Business:

### 5. Executive Director/Staff Evaluation:

Ms. Klyczek informed the board members that the results of the annual board evaluation survey were positive. There was one recommendation that the executive director/staff performance be reviewed annually. Mr. Ottaviano stated that he has a form that can possibly be used for this purpose and will forward to the director for the next meeting.

### 6. DEC Agreement Signatures:

Ms. Klyczek informed the board that we are still waiting for signatures from the City of Lockport and the City of Niagara Falls.

### 7. Property Updates: – A. Klyczek/J. Minicucci

- a. 321 Oliver – Received Enterprise grant approval, waiting for signed contract from owner to commence work.
- b. 929 Ferry – Scope of work has been completed and reviewed by Enterprise. Possible historic significance was discussed. Mr. DeSantis stated that the City of Niagara Falls does not consider the home to be in a historic district and that they will issue a confirmation letter to that affect. Once received, the RFP for a general contractor will be issued.
- c. 4287 Witmer Road – Phase II – Ms. Fisk reviewed the results of the Phase II testing stating that the property is contaminated with higher than allowed levels and that some radioactive slag exists on the site. The contractor has issued an action plan report. There is a TIO in place and the plan recommends putting out an RFP for commercial/industrial developers. Approximate cost to remediate the site would be \$1.3 million but half of the costs would be reimbursable through tax credits. The board discussed the 3-step process: 1.) Issue an RFP, 2.) Legislature does a resolution transferring the tax lien to NORLIC, 3.) Landbank forecloses on the property. A motion to prepare the RFP for board review was made by Mr. DeSantis and seconded by Chairman Updegrave. Ayes, 6, Noes 0. Motion Passed.

### 8. Salvage Yard Acquisitions:

Chairman Updegrave discussed the importance of moving forward with the acquisition process. Mr. Ottaviano stated that previously discussed owner payment plans have not been initiated, therefore, he will proceed with getting those properties back onto the court calendar. Ms. Fisk reviewed the possibility of utilizing brownfield grant funding to complete Phase I & II assessments. The board recommended that staff identify which properties would be best suited to take action on and what is needed to obtain TIO's to be discussed at the next board meeting.

### 9. Foreclosure/Auction – Property Acquisition Process:

Ms. Klyczek requested clarification on the process which staff should follow once a property has been identified as suitable for acquisition. It was recommended that the property be identified and brought to the board for review. Once approved, the board will vote to complete a Phase I assessment. Permission from the property owner will be needed or a TIO in place to complete the assessment.

10. **Treasurer's Report** – Ms. Fisk reviewed the expenses that have been incurred since the June 2020 board meeting as well as the current Balance Sheet.

**Attorney Business:** – J. Ottaviano

- a.) 544 E. State St. – Mr. Ottaviano stated that the closing documentation is with the purchaser who has obtained their own attorney.
- b.) 440 & 462 Tenth St. – The closing documents have been forwarded to the City of Niagara Falls attorney to return the properties.
- c.) 171 Niagara St. – Extension letters have been sent to the owner. Proof of funding has been submitted as well as copies of the building permits.
- d.) 162 Vandervoort St. – To date, proof of funding has not been received.

**Adjournment:**

A motion to adjourn the meeting at 10:12 a.m. was made by Mr. DePaolo, seconded by Mr. Smith. Ayes 6, Noes 0. Motion Passed.

  
Jacqueline Minicucci, Recording Secretary

