



HERKIMER COUNTY LAND BANK

"Revitalizing Herkimer County One Property at a Time"

TO: Herkimer County Land Bank Board of Directors

FROM: Michael L. Edwards

DATE: May 23, 2025

SUBJECT: Land Bank May 22, 2025 Meeting Minutes

Meeting Date: Thursday May 22, 2025 at 10AM

Meeting Location: Herkimer County Office Building, 109 Mary Street, Legislature Chambers

1. Introduction/Sign In _____ X _____
2. Call Meeting to Order: James Wallace
3. Roll Call: Mr. Wallace _____ X _____ Mr. Campione _____ X _____ Mr. Donley _____ X _____
Ms. Bennett _____ X _____ Mr. Bono _____ X _____ Ms. Enea _____ X _____ Open Seat _____
Other Present: MICHAEL EDWARDS, GREG MALTA, KELLY WARES
4. Stand for Pledge of Allegiance: MR. CAMPIONE to lead us.
5. Previous Meeting Minutes from March 19, 2025: Discussion: _____ NONE _____
Motion By, to accept: _____ MR. CAMPIONE _____ 2nd _____ MR. DONLEY _____
As printed or does anyone have any Changes: _____ NONE _____
For _____ 6 _____ Against _____ 0 _____
6. Treasurer Financial Report: Discussion: _____ MS. ENEA _____
Motion to accept Treasurer's report: _____
Motion By: _____ MR. BONO _____ 2nd _____ MS. BENNETT _____
For _____ 6 _____ Against _____ 0 _____
7. Demolition Contract update (City of Utica): Discussion: MR. EDWARDS GAVE AN UPDATE ON THE CITY OF UTICA AGREEMENT. HE STATED THAT THE CITY IS REQUESTING THAT HERKIMER COUNTY BE LISTED AS A PARTY IN THE AGREEMENT. HERKIMER COUNTY STANCE IS THERE IS NO NEED AS THE LAND BANK HAS SECURED FUNDING. MR. BONO SUGGESTED HAVING THE COUNTY GIVE THE LAND BANK \$50,000 TO PUT UP AS SECURITY FOR THE AGREEMENT. CHAIRMAN WALLACE STATED THAT HERKIMER COUNTY SHOULD NOT BE INVOLVED THAT THE LAND BANK WAS FORMED TO BE A SEPARATE ENTITY.



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MR. EDWARDS REQUESTED PERMISSION THAT IF NO AGREEMENT CAN BE MADE WITH THE CITY OF UTICA BY FRIDAY MAY 30, 2025 OR APPROVAL AT THE NEXT CITY COMMON COUNCIL MEETING TO MOVE FORWARD AND PUT OUT A REQUEST FOR PROPOSAL FOR THE DEMOLITIONS. A MOTION TO REQUEST DEMOLITION RFP'S PER ABOVE CRITERIA. A MOTION WAS MADE BY MR. DONLEY AND SECONDED BY MR. BONO. VOTE PASSED 6 – 0.

8. Rehabilitation Projects: Discussion: MR. EDWARDS UPDATED THE CURRENT PROJECTS. HE STATED THAT THE BID FOR RENOVATION OF 161-163 EAST MAIN STREET IN ILION HAD FALLEN THROUGH AND THAT HE WAS GOING TO PUT THE RFP OUT AGAIN TO SEE IF THERE IS ANY INTEREST IN BIDDING ON THIS PROPOERTY.
9. Board of Directors ABO Training: Discussion: MR. EDWARDS REMINDED THOSE DIRECTORS WHO HAVE NOT COMPLETED THEIR TRAINING TO GET IT COMPLETED AS SOON AS THEY CAN.
10. County In-Rem properties: Discussion: MR. EDWARDS STATED THAT THERE WOULD BE A COMMITTEE MEETING DIRECTLY FOLLOWING THE LAND BANK MEETING TO REVIEW THE COUNTY IN REM LIST AND THAT IT ALL ARE WELCOME.
11. Zombie Properties: Discussion: MR. EDWARDS STATED THAT ONLY A COUPLE OF LEGISLATORS HAVE RESPONDED REGARDING ZOMBIE PROPERTIES IN THEIR DISTRICTS. HE ASKED MR. CAMPIONE TO REMIND THE LEGISLATURE AT THEIR NEXT MEETING.
12. Vacant Lots: Discussion: MR. EDWARDS REQUESTED THAT THE LAND BANK HAVE A POLICY FOR VACANT LAND. HE RECOMMENDED A SIDE LOT PROGRAM. THE BOARD AGREED. CHAIRMAN WALLACE ASKED THAT ANY CORRESPONDECE TO ADJACENT PROPERTY OWNERS BE BY CERTIFIED MAIL SO THERE IS A RECORD OF NOTIFICATION TO ALL PARTIES. MR. EDWARDS ALSO STATED HE WOULD HAVE THE LAND BANK ATTORNEY REVIEW THE POLICY TO ENSURE ITS LEGALITY. CHAIRMAN WALLACE REQUESTED A MOTION TO ESTABLISH A SIDE LOT PROGRAM. MOTION WAS MADE BY MR. BONO AND SECONDED BY MR. DONLEY. VOTE PASSED 6 – 0.
13. Other Business: MR. EDWARDS NOTIFIED THE BOARD HE WOULD BE HIRING SOMEONE LOCAL TO CUT THE GRASS OF LAND BANK PROPERTIES. CHAIRMAN WALLACE STATED TO MAKE SURE WHOEVER IS HIRED HAS PROPER INSURANCE. CHAIRMAN WALLACE REQUESTED A MOTION TO HIRE LAWN MAINTENANCE. MOTION WAS MADE BY MR. BONO AND SECONDED BY MR. CAMPIONE. VOTE PASSED 6 – 0.
MR EDWARDS ALSO STATED HE RECEIVED A LETTER FROM AmeriCorps TO ASSIST WITH LAND BANK PROJECTS. MR. EDWARDS STATED THAT WE ARE NOT IN A POSITION AT THIS TIME TO HAVE A PROGRAM LIKE THIS AND WE COULD REVIST IN THE FUTURE.
14. Motion to close meeting, next meeting scheduled is Wednesday July 16, 2025 – 10AM, Legislature Chambers
Motion to close: ___ Motion By: MR. BONO ^{2nd} MS. ENEA

For 6 Against 0