

APPROVED

OAK RIDGE LAND BANK CORPORATION (ORLBC)
Regular Meeting
MINUTES

DATE: January 9, 2018
LOCATION: Municipal Building Training Room (104)
PRESIDING: Chairman, Charlie Jernigan
PRESENT: Barbara Gardner, Anne Dunthorn, Councilman Callison, Colin Anderson
PRESENT: City of Oak Ridge: Matt Widner, Ken Krushenski and Wayne Blasius
ABSENT: James Palmer, David Mosby

I. Call to Order - 8:30 a.m.

II. Roll Call

III. Approval of the Agenda

Charlie Jernigan made a recommendation to move Item VI c. up on the agenda after approval of minutes. Change accepted - Anne Dunthorn made a motion to approve the agenda; Seconded by Colin Anderson; Motion passed unanimously.

IV. Approval of Minutes of Previous Meeting (Dec 5, 2017)

Anne Dunthorn made motion to approve the minutes as written. The motion was seconded by Councilman Callison; Motion passed unanimously.

V. Treasurer's Report

a. Pinnacle Accounts as of Nov 30, 2017

1. Money Market Balance = \$641.93
2. Checking = \$29,866.74

b. TNBank Accounts as of Dec 15, 2017

1. Non Profit Int DDA account ***557 = \$100.00
2. Non Profit Int DDA account ***599 = \$53,243.57

c. Property Assets = \$841,050.00

Matt Widner provided a financial update with actual and anticipated expenditures. Discussion with no actions taken.

VI. Actions to be Taken and Voted on by Resolution of the Board

a. Election of Officers 2018 – Anne Dunthorn nominated Charlie Jernigan to continue as Chairman; Seconded by Colin Anderson; Charlie Jernigan nominated Anne Dunthorn to continue as Vice-Chairman; Seconded by Colin Anderson; Both motions passed unanimously. Chairman Jernigan made the call for a Secretary/Treasurer volunteer; No one volunteered. Matt Widner suggested the office election be postponed till February meeting when everyone is present. Anne Dunthorn made motion to hold Secretary/Treasurer Election at next regular meeting; Seconded by Colin Anderson; Motion passed unanimously.

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- b. Conflict of Interest Policy 2018 – Matt Widner distributed the required annual policy document to be signed. No changes from previously approved Conflict of Interest Policies.
- c. Real Estate Contract Modification/Renewal – Tom Hanrahan presented a revised realtor contract that allows realtor services to be split between Realty Center and Tom Hanrahan (Southland Realtors). Wayne Blasius inquired how properties are advertised. Mr. Hanrahan said there are no advertising activities besides online MLS listing. Anne Dunthorn made motion to accept the realtor contract modification; Seconded by Colin Anderson; Motion passed unanimously.
- d. ORLB Budget Committee 2018 – Action to be delayed until a Secretary/Treasurer is elected.
- e. Acceptance of 9 properties transferred by the City of Oak Ridge – Anne Dunthorn made motion to accept the properties; Seconded by Colin Anderson; Discussion by Mr. Anderson requesting an updated map of all properties owned by the Land Bank. The Board generally agreed to create one. Matt Widner will follow up on the updates.

VII. Old Business

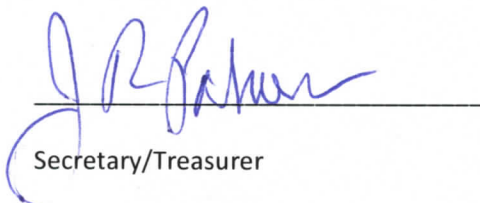
- a. 207 Butler Rd – Matt Widner presented three (3) BEP funded demolition quotes received for consideration. Mr. Widner recommended work be awarded to First Place Finish, Inc. as lowest quote. Anne Dunthorn made motion to award the work to lowest quote; Seconded by Councilman Callison; Motion passed unanimously.
- b. Property Inventory & Status Update – Wayne Blasius introduced his effort to identify and create customized objectives for property disposition guidelines that could be adopted as policy. Mr. Blasius asked the Board to consider various disposition options based on promoting owner occupancy incentives to specific demographic criteria. Board discussion followed with more information to be distributed for return comment via email. No action taken.
- c. 115 S. Lansing Ave – Matt Widner provided a property status update. Requested that the utilities be activated and perform janitorial services to prepare the house for either sale or occupancy. Anne Dunthorn made motion to authorize activities to prepare the house for occupancy or sale; Seconded by Colin Anderson; Motion passed unanimously.
- d. ORHA – Anne Dunthorn informed the Board that Jim Ratliff is the Interim-Executive Director of the Housing Authority.

VIII. New Business

- a. Chairman's Report – Nothing to Report
- b. 106 Pembroke Rd – Tom Hanrahan informed the Board that Smithbilt is interested in building a house on the property. Matt Widner reminded the Board this is the same property that ADFAC expressed an interest and suggested a possible partnership between ADFAC and Smithbilt. Mr. Hanrahan agreed to explore the idea and will report back. No action taken.
- c. 2018 Meeting Schedule – Board agreed by consensus to continue meeting schedule with no changes.

IX. Adjournment

Being no further business, meeting adjourned at 10:00 a.m.


Secretary/Treasurer