

Lead-Impacted Communities Relocation Assistance Trust

POST OFFICE BOX 96 • PICHER, OKLAHOMA 74360

Larry Rice=chairman	↑ trustees ↓	Charles Clevenger
Ed Keheley=vice-chairman		Mark Osborn
Jim Thompson=secretary		Tamara Summerfield
Mike Sexton=treasurer		Janelle Trimble
		Bob Walker

MINUTES

Public Meeting

December 18, 2006 at 4:30 PM

Picher-Cardin High School Commons
715 West A Street • Picher, Oklahoma

APPROVED: 1/29/2007

Notice of this meeting has been filed with the Secretary of State at least 48-hours in advance of said meeting. In addition, a copy of this advance notice of meeting and agenda has been posted in a prominent location at the Picher-Cardin High School Commons, 715 West A Street, Picher, Oklahoma at or before 4:30 PM on December 15, 2006.

The Lead-Impacted Communities Relocation Assistance Trust ("Trust") may vote to approve, disapprove, or take other action on any of the following agenda items. The Trust may vote to authorize public comment on any agenda item and, at its discretion, may impose time limitations on speakers.

I. **Call to Order** – *Larry Rice, Chairman*

Time: [4:35 PM](#)

a. Roll Call – *Jim Thompson, Secretary*

Present	Trustee Name	Absent	Tardy (time arrived)
X	Rev. Charles Clevenger		
X	Ed Keheley		
X	Dr. Mark Osborn		
X	Mike Sexton		
X	Tamara Summerfield		
X	Jim Thompson		
X	Janelle Trimble		
X	Bob Walker		
X	Chairman Larry Rice		

b. Welcome & Introductions

Chairman Rice welcomed all the citizens and announced that he will make special introductions later in the meeting. He also mentioned that time would be allowed later in the meeting for public comment and questions.

II. **Consideration and Vote to Approve Minutes from November 28, 2006 Meeting** – *Jim Thompson, Secretary*

Chairman Rice asked that the Trust wait until the next meeting to approve the November 28th minutes, along with December 18th minutes.

III. **Status Report and Possible Vote to Approve, Amend, or Take Other Action on Selection and Award of Contract for Appraisal and Acquisition Services**
– *Chairman Rice*

Chairman Rice thanked the sub-committee of Ed Keheley, Jim Thompson and Janelle Trimble for meeting with him and selecting the lowest, best bidder – Cinnabar Service Company. Chairman Rice introduced Bill Bacon with Cinnabar and offered the floor to him for comments. Mr. Bacon gave a brief outline of the work in process with title work and appraisals. He reported that 35 appraisal inspections should be finished by this evening and another 15 by Thursday, December 21, 2006.

IV. **Status Report and Possible Vote to Approve, Amend, or Take other Action on Prioritization of Structures to be Bought Out in the Priority One Phase** –
Chairman Rice

Chairman Rice reinforced to the citizens that the Trust is doing its best to make sure that all applicants are prioritized properly. He asked the citizens to put any concerns about errors in subsidence prioritization, or otherwise, in writing and submit to Sonya in the Trust office. He added that applicants would be reprioritized for appraisal and/or acquisition if any errors are discovered. J. D. Strong added that applicants would be notified in writing of any changes in their priority, along with an explanation for the shift and an opportunity to respond. As an additional benefit to residents, Chairman Rice mentioned that a copy of the subsidence evaluation final report and associated maps was now available at the Trust office for review.

V. **Consideration and Vote to Approve, Amend or Take Other Action on Prioritization Subcommittee Draft Criteria for Buyout Assistance** – *Ed Keheley, Vice Chairman*

Mr. Keheley reported that the Prioritization Subcommittee was charged with establishing criteria for the buyout and have supplied the Trust with a living document that consists of 18 items for its consideration. Dr. Osborn expressed his concern with adding a requirement to have the homes inspected to insure that any homes that are going to be moved be free of contamination. The majority of the Trust desired to leave #17 as-is, thus giving residents 90 days to vacate after buyout offers are made. Dr. Osborn also expressed his desire to amend #18 to read: "The Trust will establish a program to resell purchased structures. The structures to be resold must be structurally capable of being removed from the Relocation Assistance Zone, unless the property would pose a health hazard to the general public, or demolished on site and salvaged materials removed." Mr. Keheley recommended changing the name of the draft to "LICRA Trust Buyout Guidelines".

Motion: *That the 18 items be approved as amended (see attached).*

Motion By: *Ed Keheley*

Seconded: *Dr. Osborn*

MOTION PASSED unanimously.

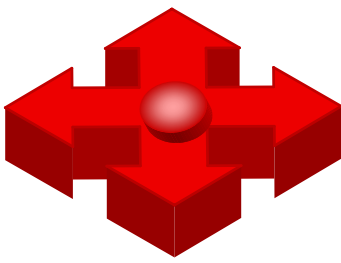
Present	Trustee Name	Absent	Tardy (time arrived)
X	Rev. Charles Clevenger		
X	Ed Keheley		
X	Dr. Mark Osborn		
X	Mike Sexton		
X	Tamara Summerfield		
X	Jim Thompson		
X	Janelle Trimble		
X	Bob Walker		
X	Chairman Larry Rice		

VI. **Consideration and Vote to Take Action Regarding Future Meeting Dates, Locations, and Topics** – *Chairman Rice*

By unanimous consent, the Trust scheduled its next meeting on Monday, January 29, 2006 at 4:30 PM at the Picher-Cardin High School Commons.

VII. **Adjourn** – *Chairman Rice*

Time: 5:42 PM



Lead-Impacted Communities Relocation Assistance Trust

POST OFFICE BOX 96 • PICHER, OKLAHOMA 74360

Larry Rice=chairman
Ed Keheley=vice-chairman
Jim Thompson=secretary
Mike Sexton=treasurer

↑trustees
Charles Clevenger
Mark Osborn
Tamara Summerfield
Janelle Trimble
Bob Walker

Lead-Impacted Communities Relocation Assistance Trust Buyout Guidelines (approved December 18, 2006)

At its earliest convenience, the Trust will notify the remaining applicants in Group 2 of the approximate timeframe anticipated for the scheduling of appraisals. This notification will be sent out by mail. This approximation is an “estimated” time based on deadlines and funding available and is not intended as a promissory date.

Application guidelines

1. Any issues or concerns raised regarding another applicant will be handled appropriately by the Trust, but resolution of such issues will not be addressed to the complainant.
2. Any applicant who wishes to be moved to a lower priority or be taken out of the buyout must submit a written request to the Operations Manager.
3. Groups of applicants who wish to be bought out together, such as families or caregivers and those in their care, will be bought out based on the lowest priority assigned to any applicant in that group. Such a request must be submitted in writing to the Operations Manager by all applicants within said group.
4. Residential and Non-Residential Applications received after the October 14, 2006 deadline will be placed in Priority 3. Extraordinary Hardship Applications received to accompany a Residential Application that was submitted by the October 14, 2006 deadline will be accepted, if approved, until such date that randomization of Priority 1 Group 3 has been completed.

Applicant Qualifications

5. Special circumstances that require investigation will be addressed by the Operations Manager. If the matter is not resolved by that investigation, the Operations Manager will refer the application to the Prioritization Subcommittee for review. The Prioritization Subcommittee will determine the outcome or make a recommendation to the Trust for approval or rejection. The Trust or its designees may require additional proof of occupancy or ownership of structures beyond that submitted with the buyout application. Official rejection of an application will be determined by the Trust.
6. In order to qualify for the buyout, a church must provide a federal tax exemption certificate or tax return for 2005 demonstrating its status as an organized church.

7. A home-based business will be appraised as a business only if that is the predominant use of the structure.
8. If the owner of an occupied residence to be bought out both lives in the residence and rents space within the same residence to another, the renter will not necessarily receive buyout assistance. Exceptions will be brought to the attention of the Operations Manager. Eligibility will be reviewed on a case-by-case basis.

Appraisal/Acquisition/Closing Guidelines

9. Declining businesses that have been moved into Priority 1 will be appraised at the earliest opportunity to allow the owners to close the businesses.
10. Mobile homes older than five years will be appraised and bought out as fixed structures. Owners of moveable mobile homes newer than five years will be paid moving expenses to relocate to another suitable site. If it is determined by the Trust or its appraisal contractor that a mobile home newer than five years cannot be moved, it may be considered a fixed structure.
11. Homeowners who choose to move their home to a new location in lieu of accepting a cash buyout must notify the Trust in writing with quotes for said move, including associated costs to prepare the new site, prior to appraisal, and will be paid moving expenses up to the amount of the appraisal value.
12. All trash, debris, non-operating automobiles, boats and abandoned structures must be removed from properties being bought out prior to closing.
13. All pets and other animals must be removed from the property at the time of closing.
14. Following appraisal of a residence or business, no built in appliances, built in air conditioners, fixtures or structures may be removed by the owner or renter without the express written permission of the Trust.
15. Moving expenses will be paid as outlined in S.B. No. 1463.
16. Applicants will be given 15 days to accept or reject the offer given by the Appraisal Firm.
17. The time allowed for occupants of residences/businesses/public use structures to vacate their properties will be 90 days after closing. Any time required beyond 90 days will be negotiated with the Operations Manager. The preference of the Trust is to vacate structures as soon as practicable. Depending on the time required to vacate, the Trust may require rental payments and/or a liability waiver.
18. The Trust will establish a program to resell purchased structures. The structures to be resold must be structurally capable of being removed from the Relocation Assistance Zone, unless it poses a health hazard to the general public, or demolished onsite and salvaged materials removed.