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Allegany County Land Bank
Board of Directors Meeting
April 29, 2024

Board Attending: Brian Loucks, Kier Dirlam, Dave Evans, Darwin Fanton, Ed Zalar, Jenna Kelley

Others Attending: Jason Isaman, Lisa Kimball (Teams), Magin Edwards, Bob Salzer

1. **CALL TO ORDER:**
   a. The meeting was called to order at 9:04 AM by Chairman Loucks.

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the March 18, 2024, were reviewed.

   A motion by Darwin Fanton and seconded by Ed Zalar to approve the March 18, 2024, regular board of directors meeting minutes were Approved.

3. **FINANCIAL:**
   a. **Treasurer's Report**
      i. March 2024 (tabled)
      ii. April 2024
      iii. Darwin Fanton and Jason Isaman reviewed the Treasure's report with the board. As of last week, the balance was $182,509.35. Jason Isaman explained the confusion of some numbers in the March report

      i. A motion by Ed Zalar and seconded by Dave Evans was made to take March off the table and Approved.

      ii. On a motion made by Jenna Kelley and seconded by Dave Evans, the (tabled) March, 2024 Treasurer's report was Approved.

      iii. On a motion by Ed Zalar and seconded by Jenna Kelley, the April 2024 Treasurer's report was Approved.

a. **Administrative Invoices**

i.	Fourth Sector	$5,083.33
ii.	Cunningham	$ 450.00

On a motion by Dave Evans and seconded by Ed Zalar to pay two administrative invoices in the total amount of $5533.33 was Approved.

FUNDING

a. HCR Land Bank Initiative:
   i. $40 Million in proposed NYS Budget for Land Banks. Plus $10 Million in Aid to Communities

On a motion by Ed Zalar and seconded by Jenna Kelley, ACLBC will fund 10%, or up to $20,000, of the Restore NY Round 8 grant was Approved.

   ii. Grant Opportunities: Affordable Housing Coalition- draft in progress.
   iii. ESD's Restore NY- county passthrough. Due 5/22/24
   iv. HCR's Homebuyer Development Program- to be released soon

4. INFRASTRUCTURE:

a. Current Inventory:
   172 E. State St. Wellsville
   62 O'Connor St. Wellsville
   26 Main St. Almond
   31 Grover St. Wellsville
   10 Spring St. Cuba
   15 Second St. Andover
   7283 Route 20, Friendship
   32 Chestnut St. Wellsville
   73 Olive St. Bolivar

Disposition Updates:

a. Properties for Sale:
   i. 7283 Route 20, Friendship- Offer was made by connecting property owner. Could be an ideal candidate to purchase the property. Market Value $44,000 (with the house that will be demo'd) Land Assessment $4,800. County Landbank purchased for approximately the amount of 1 years' taxes. County Landbank has the survey but need the abstract and title.

On a motion by Darwin Fanton and seconded by Ed Zalar, the suggested amount of $7500.00 will be presented to the potential buyer. Motion Approved.

b. Demolition:
    i. 10 Spring St. Cuba – Demo delayed
    ii. 62 O'Connor St. Wellsville –

On a motion by Ed Zalar and seconded by Darwin Fanton to move the property from stabilization to demo due to foundation collapse during the winter and other issues that have been identified. Funds will be moved from stabilization to demolition as needed. Approved.

c. Stabilization Properties: Three Properties slated (4 units)
    i. 26 Main St. Almond (duplex) – Working w/ potential buyer. Survey to be done on this property.
        a. Received 3 bids for work that needs done.

    ii. 31 Grover St. Wellsville – Needs asbestos abatement. (Approved and scheduled)
    iii. 15 Second St. Andover – testing and Scope of Work complete

On a motion made by Kier Dirlam and seconded by Dave Evans, a bid from Zuech's for $7495.00 was accepted.

On a motion made by Dave Evans and seconded by Darwin Fanton, a bid from Zuech's for $8495.00 was accepted.

On a motion by Ed Zalar, and seconded by Darwin Fanton, a quote for $110,011.00 from CRAL Contracting to remediate lead-based paint and mold in three (3) stabilization properties was Approved.

On a motion by Darwin Fanton, and seconded by Kier Dirlam, the quote for professional services from Neeson-Clark Associates for the amount of $12,450 is Approved.

d. Occupied Properties:
    i. 32 Chestnut St. Wellsville – occupied.
    ii. 73 Olive St. Bolivar – occupied.
    iii. Code Inspections ordered on both homes.

5. <u>HOUSING STUDY</u>

a. Updates: Software subscription paid for. Technical errors in the GIS data were present but were corrected.
b. County market study has not yet gone to RFP as of this meeting.

6. **EXECUTIVE DIRECTOR REPORT:**
   a. **Major Achievements**
      i. Asbestos Abatement at demo sites complete.
      ii. Received HCR approval for Cuba and friendship demos.
      iii. Completed preliminary paperwork for NCCC lodging at Alfred State -June 26 arrival
      iv. Attend RestoreNY grant public hearing.
      v. Released RFPs to stabilize three (3) properties.
   b. **Goals For Next Month**
      i. Begin a plan for occupied properties.
      ii. Oversee demolition of 10 Spring and 7283 CR 20- This should happen before May meeting
      iii. Get Alfred State under agreement for NCCC Summer Program.
      iv. Request LBI Phase I Q2 2024 admin funds.
   c. **Barriers To Meeting Goals**
      i. Occupied properties need to be vacated.
      ii. Need to get historic tax sale data from AC Treasurer's office and home sales data from RP.
      iii. HCR approval for capital project expenditures.
   d. **Upcoming Events**
      i. 5/28 NY Land Bank Assoc. monthly meeting 12:30 pm
      ii. Local Governance at Houghton-June 6th.

On a motion by Darwin Fanton and seconded by Ed Zalar, it was suggested to not exceed $4000.00 for the cost of housing for AmeriCorps team at Alfred State College. Approved.

7. **OLD BUSINESS:**
   a. AmeriCorps/NCCC- site supervisor job listing has been posted with Walker Staffing and Workforce Development. Program runs from June 26th to August 2nd.

8. **NEW BUSINESS:**
   a. Updated Financial Policy- Added Real Property Capitalization and Expense records

   On a motion by Jenna Kelley and seconded by Kier Dirlam the changes to the ACLBC Internal Control and Finance Policy were approved.

   b. New Director of Economic Development will be starting May 6, 2024.

9. **CORRESPONDENCES:**
   a. Received a application for a table rental at the Allegany County Fair. The cost is $160 for the week of July 15-19.

On a motion by Darwin Fanton and seconded by Ed Zalar the $160 fee to rent the

booth was approved.

10. <u>GOOD OF THE ORDER:</u>

a. Tax Sale- there is not a tax sale on the calendar as of now.

11. <u>NEXT MEETING:</u>

a. Next meetings will be scheduled for May 20, 2024, at 9AM

12. <u>ADJOURNMENT:</u>

On a motion by Dave Evans and seconded by Ed Zalar the meeting was adjourned at 10:43 AM.