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Allegany County Land Bank
Board of Directors Meeting
July 15, 2024

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

Excused:

Absent: Lisa Kimball (via video conference)

Contractors: Jason Isaman

1. **CALL TO ORDER:**
   a. The meeting was called to order at 9:00 AM by Chairman Loucks.

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the June 17, 2024, were reviewed.

A motion by Bob Salzar and seconded by Ed Zalar to approve the June 17, 2024 regular Board of Directors meeting minutes were approved

3. **FINANCIAL:**

a. Treasurer's Report

i. June 17, 2024 (tabled)

On a motion by Ed Zalar seconded by Dave Evans, the June 2024 Treasurers report was Approved

ii. July 15, 2024

On a motion by Ed Zalar and seconded by Bob Salzar, the July 2024 Treasurers report was Approved

Account Balance: Darwin Fanton informed the board there was a balance of $144,672.93 in the account.

b. Administrative Invoices

i.	Fourth Sector	$5,083.33
ii.	Cunningham	$300.00

A motion by Darwin Fanton and seconded by Jenna Kelley to pay administrative invoices in the total amount of $5,383.33 was Approved

c. Capital Projects Invoices

i.	Cyrco Rolloffs	$678.00
ii.	Belmont Hardware	$582.03
iii.	Leon Lacy Inc.	$360.00 (Fourth Sector Reimbursement)

A motion by Ed Zalar and seconded by Darwin Fanton to Capital Projects invoices in the total amount of $1,620.03 was Approved

4. **FUNDING:**
   a. HCR Land Bank Initiative:
   a. Grant Opportunities:
      i. Affordable Housing Coalition-
         Owner Occupied Grant- Waiting on buyer
      ii. ESD's Restore NY- submitted 5-22-24
         No News
      iii. CrossMod® Pilot through HCR-
         This was granted to three other Land Banks. We did not apply.
      iv. Vacant Property Clearance Program through CDBG (federal)
         We are not applying.
      v. HCR's Homebuyer Development Program (federal)
         No news.

5. **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 – waiting on abstract of title
         This is going to cost $800-$1,000 paid for by the buyer
      ii. 10 Spring St. Cuba
         Needs mowed.
      iii. 172-178 E. State Wellsville
         Needs mowed.

A motion by Darwin Fanton and seconded by Ed Zalar adding cost of the abstract of title to the sale of 7283 CR 20 in Friendship was approved.

   b. Demolition:
      i. 62 O'Connor St. Wellsville- asbestos abatement and demolition was approved by NYS
         Waiting on the environmental approval. Air Quality Monitoring will be needed- est. cost of $2500
   c. Stabilization Properties: Three Properties slated (4 units)
      i. 26 Main St. Almond (duplex)
         Needs a septic. Everything is moving forward with the floodplain.
      ii. 31 Grover St. Wellsville
         HCR is holding this project up from moving forward due to long eared bats

in the area.

iii. 15 Second St. Andover

Needs a septic. Everything is moving forward with the floodplain.

d. Occupied Properties:

Jason Isaman spoke with the occupants of both properties, and they are working on solutions to try to keep the properties.

i. 32 Chestnut St. Wellsville –

Tenants are seeking ACCORD assistance to move out.

ii. 73 Olive St. Bolivar –

Tenants are attempting to seek financing to purchase the property.

6. HOUSING STUDY

a. Working with Economic Development.

Jason Isaman met with Ashley Smith to show her software. Ashley thought the software would be helpful and is going to try to help get funding to purchase it.

Brian Loucks suggested Ashley Smith be invited to the monthly meets. Jason Isaman will follow through with the request.

7. EXECUTIVE DIRECTOR REPORT:

a. Major Achievements

i. Supervised NCCC

ii. Met with ED re new organization and housing study

b. Goals For Next Month

i. Continue to vacate occupied properties.

ii. Begin stabilization projects and septic systems.

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. SEQR etc.

iv. More asbestos testing needed to start lead/mold remediation.

d. Upcoming Events

i. 7/25 NY Land Bank Assoc. monthly meeting 12:30 pm

Jason Isaman will be attending this

Jason will also be attending a conference in West Virginia.

8. OLD BUSINESS:

a. AmeriCorps/NCCC

AmeriCorps is finished and has left

b. 7283 CR 20 Friendship- ACLBC to Sortore -title abstract

c. Tax Sale Properties- 2025 projects

This will be made a priority

d. Operations Consultant

Jason Isaman has consulted with April Ramadh about helping take on some of the work. She charges a fee of $35/HR. Jason will be working with April to get her started.

The board needs to officially approve prior to her starting. Jason will present the scope of work she will be doing with all expectations to lay out further discussion.

9. **NEW BUSINESS:**
   None

10. **CORRESPONDENCES:**
    None

11. **GOOD OF THE ORDER:**
    None

12. **NEXT MEETING:**
    a. Next BoD meeting: August 19, 2024 at 9AM
    b. Finance Committee: August 19, 2024 following BoD meeting to work on the budget

13. **ADJOURNMENT:**

On a motion by Dave Evans and seconded by Kier Dirlam the meeting was adjourned at 9:42 am.