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Allegany County Land Bank
Board Meeting
Meeting Minutes February 21, 2023

Members Present: K. Dirlam, D. Evans, B. Loucks and E. Zalar
Excused: D. Fanton
Absent: C. Knapp
Others Present: J. Isaman

1. CALL TO ORDER

The meeting was called to order at 2:32 p.m. by Chair B. Loucks.

2. WELCOME GUESTS/INTRODUCTIONS

There were no guests

3. MINUTES

On a motion by E. Zalar and 2nd by D. Evans, and carried to approve the minutes from the meeting on January 23, 2023. Motion was Approved.

4. FINANCIAL:

a. **Treasurer's Report** –
   i. J. Isaman continues to work with the new staff from Cunningham & Stauring Accountants on the monthly reports format.

b. Administrative Invoices:
   i. Fourth Sector $ 4,861.25
   ii. Cunningham $ 420.00 and $65.00

On a motion by E. Zalar and 2nd by D. Evans to approve January 2023 Treasurer's Report as presented. Motion was Approved.

On a motion by K. Dirlam and 2nd by E. Zalar to approve February 2023 Treasurer's Report as presented. Motion was Approved.

On a motion by K. Dirlam and 2nd by D. Evans to pay the bills. Motion was Approved

5. EXECUTIVE DIRECTOR'S REPORT

- Submitted NCCC Application
- HCR LBI Phase 2 Application has been released.
- Completed the PARIS Annual Report draft
- Completed the RP-420 forms for five new properties to notify assessors of the land bank's tax-exempt status.
- Drafted letter to municipalities about a housing study/survey.
- Will be participating in the NYS Land Bank Association meeting this week.

6. <u>FUNDING:</u>

a. HCR Land Bank Initiative

i. Phase II application is due March 13, 2023.

7. <u>INFRASTRUCTURE:</u>

a. Properties for Sale:

i. **172 and 178 E. State St. Wellsville** – No new updates.

ii. **79 Clark St. Wellsville** – No new updates.

b. Acquisition:

i. March 2023 tax sale – the list will be released shortly, and Land Bank needs to choose properties to submit to acquire. May need a special meeting to finalize these decisions. Tentatively set for March 10, 2023

c. **Stabilization:**

i. **Asbestos Survey – On a motion by E. Zalar and 2nd by D. Evans the board approved to pay Neeson-Clark's invoice for $2,900 regarding 62 O'Connor and 2561 Route 19 properties. Motion was approved**.

ii. **Purchase application/MOU** with 898 Route 19 Whitesville. The form did not have a $ offer. Suggested amounts were by the board members to cover expenses were between $4,000 and $5,000. Jason was directed to discuss with Pullen's office for legal issues and how to proceed.

iii. **Next steps:** clean-out, asbestos plan and feasibility – the board discussed and there needs to be a Codes review completed before moving forward.

8. <u>OLD BUSINESS:</u>

a. **Request for County AARPA funds** – discussed the Chautauqua County market study RFP and **<u>K. Dirlam indicated he would discuss with the County Administrator on how to proceed.</u>**

b. **Administration Contracts- On a motion by E. Zalar and 2nd by D. Evans the board agreed to enter into a new contract for services with Fourth Sector Services to provide various administrative services as included in the proposed contract. Motion was Approved.**

c. **Allegany County Board of Legislators presentation** – perhaps April Committee of the Whole meeting on April 19 at 10am? J. Isaman said that he has contacted the Clerk of the Board of Legislators and requested the floor on April 19th.

d. **AmeriCorps NCCC and Vistas programs (LISC Opportunity) -** J. Isaman indicated he is waiting on a response on the status. Also going to gather more information from LISC about their AmeriCorps opportunities.
e. **Habitat for Humanity partnership –** Nothing to report
f. **Equal Housing Policy** – The County Attorney is reviewing this.

9. NEW BUSINESS:

a. Nothing to report.

10. GOOD OF THE ORDER:

a. Tax Foreclosure Supreme Court Case – Wisconsin is going to Supreme Court to fight regarding their tax foreclosure law. Depending on how this comes out it may significantly impact the proceedings in New York State also**.** NYS is preparing to get out in front of this with legislation concerning surplus proceeds from tax auction sales.
b. There is also a modification being considered to the Zombie law that may impact the land bank's ability to access that information.
c. Independent Audit Presentation will be done at the regular March meeting.

11. NEXT MEETING

a. The next meeting is tentatively scheduled for March 10, 2023, at 2:30 PM as a special meeting and due to auditor and chair not being available on the normal meeting date the regular meeting will be held March 27, 2023 at 9AM.

12. ADJOURNMENT

A motion was made by K. Dirlam, 2nd seconded by D. Evans, and carried to adjourn the meeting at 3:19 PM.

Respectfully Submitted,
Kier Dirlam
Secretary