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Allegany County Land Bank
Meeting Minutes March 21, 2022

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

Call to Order
The meeting was called to order at 9:00 a.m. by Chairman B. Loucks.

Welcome Guests & Independent Audit Presentation
Certified Public Accountant Ed Bysiek was introduced to members. Mr. Bysiek discussed the annual independent audit he completed for the Land Bank. It has an unmodified and clean statement which he explained is the best possible option. He mentioned the level of activity from 2020 to 2021 has decreased and there is less cash on hand. Also, he said the legal costs have decreased since there were fewer houses sold last year when compared to the previous year. Begining in 2021, the assets were reported as $128,388 and at the end of the year they were $65,318. Mr. Bysiek noted there were no deficiencies or recommendations made for improvements.

A motion was made by D. Fanton, seconded by E. Zalar, and carried to approve the Land Bank Executive Director to submit the Annual Independent Audit in PARIS as required.

Approval of Minutes
A motion was made by E. Zalar, seconded by D. Fanton, and carried to approve the meeting minutes from February 7, 2022.

Financial
It was noted the proceeds from sales wasn't recorded correctly on the Treasurer's Report.

Bills presented for payment included: Fourth Sector Services ($4,861.25), Cunningham ($735), and Ed Bysiek, CPA ($5,000).

A motion was made by D. Fanton, seconded by K. Dirlam, and carried to Table the monthly Treasurers' Report until next month's meeting as the proceeds from sales wasn't recorded correctly on the report.

A motion was made by K. Dirlam, seconded by E. Zalar, and carried to pay the bills.

Infrastructure
Properties for Sale:

172 and 178 E. State Street in Wellsville- J. Isaman said a person has expressed an interest in purchasing the property and would like to put a camper on the site. The property is listed at $8,000.

51 Cole Street Bolivar

- The property has been cleaned. J. Isaman said the shed isn't located on the property. It is located on the church's property. It will need to be removed. He asked the church if they'd be interested in keeping the shed and they declined his offer. The shed cannot be moved without falling apart and it will cost $200 to remove the structure. The property is listed at $89,000. J. Isaman is working with realtor to continue to market and sell the property.

37 King Street in Wellsville

- J. Isaman reported the property sale is still in limbo. Currently, the land bank's attorney is working with the buyer and encouraging them to follow through with the purchase. The land bank wants to avoid having to pay for the additional expenses incurred since the buyer is deciding to end the contract.

79 Clark Street in Wellsville

- J. Isaman is meeting with Snowhill, Inc. to finalize plans for seeding the lawn. The property is on the market and is listed at $174,000.

New Construction-No updates.

Rehabilitation Projects-No updates.

Tax Sale- K. Dirlam stated he has no further information other than the county is planning to hold an online tax sale for the 2019 properties this spring. J. Isaman said in order for the land bank to be competitive with future funding opportunities, we will need an inventory of properties available to renovate. B. Loucks recommended J. Isaman contact T. Ross and C. Knapp to schedule a meeting to discuss the Land Bank and property acquisition plans from the future tax sale.

Zombie Properties

J. Isaman said he would need the property tax id for Zombie properties. He is hoping this information can be provided by Chairman Stockin and Brenda Rigby Riehle. It was mentioned that Zombie property management is complex and more discussion and planning is needed and would likely involve Chairman Philip Stockin, County Attorney Allison Carrow, Carissa Knapp, Jason Isaman, and Brian Loucks and others as appropriate.

Grant Updates

AmeriCorps NCCC: J. Isaman said the concept has been approved and the application will be submitted on March 31. The Iris software is online and 2,378 properties have been pinned. This database will encompass all 37,000 residential properties in Allegany County. Post assessment plans will include working to strengthen code enforcement related to vacant and abandoned structures in Allegany County.

Applied Tech Consortium: J. Isaman reported the land bank has $1,500 invested in the shed, and so far, there hasn't been any offers to buy the shed while being advertised on campus. Members discussed putting the shed on the Clark Street property.

Sub Committee Meeting Schedule

The Governance, Finance, and Audit Committee members met and completed their duties and responsibilities.

A motion was made by E. Zalar, seconded by D. Fanton, and carried to have J. Isaman submit the ABO Annual Report in PARIS.

Next Meeting

The next Board Meeting will be held on April 18 at 9:00a.m.

Adjournment

A motion was made by E. Zalar, seconded by K. Dirlam, and carried to adjourn the meeting at 10:10a.m.

Respectfully Submitted,
Jodi Adams
Assistant to the County Administrator