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Allegany County Land Bank Board Meeting Zoom Meeting Minutes April 19, 2021

Members Present: K. Dirlam, D. Evans, D. Fanton, C. Knapp, B. Loucks, E. Zalar

Others Present: J. Isaman and J. Adams

Call to Order

The meeting was called to order at 8:05 a.m. by Chairman B. Loucks.

Approval of Minutes

- **A motion was made by E. Zalar, seconded by D. Fanton, and carried to approve the meeting minutes from March 15, 2021.**

Financial

- J. Isaman summarized the April 2021 Treasurer's Report. He indicated that it will most likely be late May or early June before learning the results of the CDBG funding application. The invoices presented for payment included: 4ss (\$4,861.25) and Cunningham (\$345).
- **A motion was made by D. Fanton, seconded by D. Evans, and carried to transfer \$500 from the 2016 Comprehensive Plan Implementation Group (CPIG) account to administration costs. This will close out the CPIG account balance.**
- **A motion was made by E. Zalar, seconded by D. Evans, and carried to approve the April 2021 Treasurer's Report.**
- **A motion was made by K. Dirlam, seconded by D. Evans, and carried to pay the bills.**

Infrastructure

Properties for Sale:

172 and 178 E. State Street, Wellsville

- J. Isaman said there are no updates to report at this time. He will reach out to prospective buyers and report back at the next meeting.

New Construction

79 Clark Street in Wellsville

- J. Isaman noted that the lawn seeding and grading work was removed from the previous scope of work in order to reduce costs. He is currently waiting on a quote to complete this work.

Bolivar Habitat Project

- J. Isaman reported the Habitat for Humanity is ready to accept payment and the check will be cut as approved.

Rehabilitation

135 N. Franklin Street in Wellsville

- J. Isaman reported Neeson-Clark Associates, Inc. completed lead surface testing with negative results at a cost of \$1,200. The code inspection will be completed at a cost of \$25.
- **A motion was made by E. Zalar, seconded by D. Fanton, and carried to accept the purchase offer from Ms. Darla Petrinec for \$58,000 cash for the 135 N. Franklin Street property in Wellsville. Ms. Petrinec will be granted early occupancy rights upon verification that \$58,000 cash is in an escrow account and following the successful completion of the home inspection at Ms. Petrinec's expense.**

51 Cole Street in Bolivar

- J. Isaman reported Neeson-Clark Associates, Inc. completed lead surface testing with negative results at a cost of \$1,200. The appraisal will be completed soon. The code inspection will be completed at a cost of \$25.
- **A motion was made by D. Fanton, seconded by E. Zalar, and carried to pay Neeson-Clark Associates, Inc. \$2,400 for completing lead surface testing at 135 N. Franklin Street in Wellsville and 51 Cole Street in Bolivar.**
- **A motion was made by E. Zalar, seconded by K. Dirlam, and carried at 8:17 a.m. to enter into executive session to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.**
- **Immediately following discussion, a motion was made by E. Zalar, seconded by C. Knapp, and carried at 8:34 a.m. to end the executive session and return to the regular meeting.**

Applied Tech Consortium

- J. Isaman reported the collaborative Southern Tier West Grant initiative involving Alfred State College's Building & Trades, Genesee-Valley and Wellsville Schools, and the Allegany County Land Bank is expected to start in September 2021. He noted the Land Bank will assist by providing building supplies and properties and/or community based projects for completion.
- C. Knapp reported concerning the 12 Willets Ave. property in Belmont, current plans include converting the space to a Child Advocacy Center (CAC). She said the state code enforcement officer has walked through building and currently renovation plans are underway.
- C. Knapp reported that most likely the tax foreclosure auction will take place next year. The county has requested bids for online auction service vendors. Most likely future auctions will be conducted using an online bid format.

Old Business

- D. Fanton let members know that the Land Bank's Community Bank Account required changes to prevent fees including a change in status to a not for profit status and from paper statements to electronic statements.
- K. Dirlam mentioned there is a lot of COVID-19 disaster recovery funding available . He noted some Land Banks are designed to manage brownfield development for communities and this may be useful in the future. Members noted with the end of our current grant funding this may be an opportunity to change the Land Bank's operational focus for the future.
- J. Isaman reported concerning the CDBG Planning Grant application he doesn't anticipate receiving any information until the end of May or beginning of June 2021. With a successful funding application, a county-wide housing inventory assessment will be completed.

Next Meeting:

- May 17, 2021 at **8:30 a.m. via Zoom**

Adjournment

- **A motion was made by K. Dirlam, seconded by D. Fanton, and carried to adjourn the meeting at 9:13 a.m.**

Respectfully Submitted,

Jodi Adams

Assistant to the County Administrator