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Allegany County Land Bank Board Meeting Zoom Meeting Minutes February 16, 2021

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

Excused: B. Loucks

Others Present: J. Isaman and J. Adams

Call to Order

The meeting was called to order at 8:07 a.m. by Vice-Chairman E. Zalar.

Approval of Minutes

A motion was made by D. Fanton, seconded by D. Edwards, and carried to approve the meeting minutes from January 11, 2021.

Financial

J. Isaman summarized the February 2021 Treasurer's Report. He stated \$7,330 will be used for future land bank renovation projects. He noted the annual fees for the NYS Land Bank Association was reduced by 50% this year. The invoices presented for payment included: 4ss (\$4,861.25), Cunningham (\$675), NYLBA (\$1,000), Dryden Mutual Insurance Company (\$300.13), and Wilkins Realty Appraisals (\$350).

A motion was made by K. Dirlam, seconded by D. Evans, and carried to approve February's Treasurer's Report.

A motion was made by D. Evans, seconded by D. Fanton, and carried to pay the bills.

ABO Annual Meeting

J. Isaman stated that this meeting will serve as the annual meeting for the Allegany County Land Bank.

A motion was made by K. Dirlam, seconded by C. Knapp, and carried to continue with the same slate of Allegany County Land Bank Officers for 2021.

Infrastructure

Properties for Sale:

- 172 and 178 E. State Street, Wellsville

J. Isaman said a second person has contacted him with an interest in purchasing the properties. The potential buyers have the required intake paperwork for completion. J. Isaman anticipates that he will hear more from the prospective buyers in the spring.

New Construction

- 79 Clark Street in Wellsville

J. Isaman reports the dry wall is in and the contractors are currently finishing the kitchen renovations.

Bolivar Habitat Project

There are no updates to report at this time.

Rehabilitation

- 135 N. Franklin Street in Wellsville

J. Isaman reported the appraisal was completed by Wilkins Realty Appraisals and the property was valued at \$66,000. J. Isaman noted the appraisal that completed back in 2016 had valued the property at \$43,000. The property must be sold to a lower income buyer and the listing price will be at \$69,000.

- 51 Cole Street in Bolivar

J. Isaman reported the renovation work is nearing completion. A new porch has been built and a new roof has been installed. A toilet leak resulted in additional plumbing repair work and the costs totaled \$950.

J. Isaman noted the funding for the renovation work at both properties will come from the proceeds from sales account.

A motion was made by D. Fanton, seconded by K. Dirlam, and carried to spend up to \$2,000 to complete the necessary work at the 135 N. Franklin Street property in Wellsville as needed in order to sell the property.

A motion was made by D. Evans, seconded by D. Fanton, and carried to approve repairing the plumbing at the 51 Cole Street property in Bolivar, NY for \$950.

A motion was made by K. Dirlam, seconded by D. Fanton, and carried to have Wilkins Realty Appraisals complete property appraisals for 79 Clark Street in Wellsville and 51 Cole Street in Bolivar for a total cost of \$700.

PARIS/ABO

J. Isaman stated the independent audit is complete and the cost was \$4,250. A draft of the annual audit will be distributed to members for review.

Old Business

J. Isaman discussed plans to submit a CDBG Planning Grant application. Tolima Building Blocks software will be used in partnership with ACCORD Corporation and Cattaraugus Community Action to complete a comprehensive housing assessment and plan. This plan will be utilized to leverage additional funding in the future to assist with housing and community development goals.

- Steering Meetings

J. Isaman noted the current funding stream will dissolve and stated we may need to meet more frequently than once a month to discuss funding opportunities in the future.

- CDBG Planning Grant due March 4, 2021

C. Knapp encouraged J. Isaman to contact the Clerk of the Board, Brenda Rigby Riehle, to check on notices for the upcoming public hearing. She explained the publication notices and affidavit process.

A motion was made by C. Knapp, seconded by D. Evans, and carried to contribute \$5,000 to assist with the mobile home needs assessment and inventory data analysis to enhance the CDBG Planning Grant funding application.

Good of the Order

J. Isaman mentioned the Annual NYS Land Bank Board Meeting will be held virtually this year.

Next Meeting:

March 15, 2021 at 8:00 a.m. via Zoom

Adjournment

A motion was made by K. Dirlam, seconded by D. Fanton, and carried to adjourn the meeting at 9:11 a.m.

Respectfully Submitted,

Jodi Adams

Assistant to the County Administrator