6087 State Route 19 North- Suite 300
Belmont, NY 14813
585-268-7472 Extension 7
alleganycountylandbank@gmail.com

Allegany County Land Bank Special Meeting
Zoom Meeting Minutes June 21, 2021

Members Present: D. Fanton, D. Evans, C. Knapp, B. Loucks, and E. Zalar
Others Present: J. Isaman and J. Adams

Call to Order

The meeting was called to order at 8:35 a.m. by Chairman B. Loucks.

Approval of Minutes

- **A motion was made by D. Evans, seconded by E. Zalar, and carried to approve the meeting minutes from May 17, 2021 and May 21, 2021.**

Financial

- J. Isaman discussed the Treasurer's Report. He mentioned the CPIG is zeroed out and he would like to create a general fund account. After further discussion members agreed reformatting the financial reports to separate the administrative and capital project funding would be beneficial. The remainder of the LISC funds need to be transferred to an account designated for future bricks and mortar project (Habitat for Humanity). The Habitat for Humanity will not start the new build project in bolivar this year due to the increase in material costs. They plan to begin the work in 2022.

- The bills presented for payment include: 4ss ($4,861.25), reimbursing J. Isaman for convention cost ($75), and Cunningham ($135).

- J. Isaman will update the budget and send to members for review prior to the next meeting.

- **A motion was made by D. Evans, seconded by K. Dirlam, and carried to move the LISC funding into a new account titled "Capital Project Funds" and discontinue the zeroed out CPIG account and create a new account titled "Administrative Funds".**

- **A motion was made by B. Loucks, seconded by D. E. Zalar, and carried to pay the bills.**

- **A motion was made by E. Zalar, seconded by D. Evans, and carried to approve the Treasurer's Report.**

Funding and Legislation

- Legacy Cities $26 Million NYS- J. Isaman explained this funding requires a cluster of 5-10 properties being rehabbed by one developer and once. The developer has to be a MWBE and the recipients have to be first time home buyers. Given these requirements, this funding is not a likely option.

- Community Preservation Corporation (24 months construction financing) – J. Isaman discussed this should be investigated further for future land bank project funding for construction work since grant funding is dwindling and most likely we won't have cash on hand to pay contractors in a timely manner. D. Fanton said he hates to borrow money but recognized sometimes you have to. D. Evans said it is worth investigating further.

- CARES Act funds (demos with county?) – J. Isaman said the land bank has completed nine demo projects since its inception for a total cost around $200,000. He thinks this funding may provide an opportunity for the county to give the land bank properties from the tax sale auction to demo at a substantial savings.

- CDBG (planning & rehab projects)- There are no updates to give. C. Knapp confirmed that there is an exit interview held for unsuccessful applicants to receive constructive feedback to improve applications in future years with the next grant funding cycle.

- Empire State Development CFA: Commercial /Mixed- J. Isaman reported there is a maximum of $100,000 award for feasibility and planning grants.

- American Rescue Plan- K. Dirlam notes that Allegany County has contracted with an accounting firm, Drescher and Malecki, to organize, approve, and monitor the county's use of these funds. C. Knapp noted she anticipates using the funds after definitive guidance is received in the fall concerning proper use of the funds. J. Isaman was encouraged to send a written request summary the project and amount of funding he is requesting. K. Knapp will forward information to Drescher and Malecki for consideration.

- Affordable Housing Corp Grants- J. Isaman noted these funds could be used with a partnership with the Habitat for Humanity. Since the Habitat for Humanity construction projects are on hold, maybe they would be more likely to partner this grant initiative.
    - New Construction
    - Rehab

- RPAPL
    - Article 19-A
    - Article 7-C

- EPA Brownfield Assessment (2022)

- NYSDOS Brownfield Opportunity

- NYSDOS- Smart Growth Comprehensive Plan Grant (due July 30, 2021)

- J. Isaman will gather more information concerning possible funding opportunities and will email members links to the information for their review prior to the meeting.

- K. Dirlam mentioned that some grants require 20% and even a greater percentage of match funding to be leveraged for a project.

Infrastructure

Properties for Sale:

172 and 178 E. State Street in Wellsville

- J. Isaman said these properties would ideally be demoed with county Cares Act funding. He will put together a proposal and send it to C. Knapp for future consideration.

135 N. Franklin Street Wellsville

- J. Isaman noted the house has sold and the closing date is mid-July.

37 King Street in Wellsville

- Members suggested J. Isaman list the vacant lot with the realtor.

Mill Street in Wiscoy

- Members suggested J. Isaman list the vacant lot with the realtor.

79 Clark Street in Wellsville

- The property was appraised at $150,000. The Land Bank has contributed $267,000 in remodeling funds to this property. Members would like the property to be listed for sale as soon as possible.

New Construction

- Bolivar/Habitat for Humanity- J. Isaman reiterated the current project is on hold due to the increase cost in materials.

Rehabilitation

51 Cole Street in Bolivar

- J. Isaman reported the land bank realtor said the property appraised at $43, 000 but she is confident she can sell the property for $85,000.

- **A motion was made by D. Fanton, seconded by K. Dirlam, and carried to list 79 Clark Street property with the land bank realtor at the recommended selling price of $89,900 and no less than $80,000.**

Other Business

- J. Isaman discussed the Tolemi Building Blocks software introductory meeting held last week. He will send the slides from the presentation to members for their information. He said this

software will be greatly important going forward with leveraging grant funding with timely and accurate information.

- K. Dirlam noted the code enforcement officers are using different methods for documentation, some are using paper and pencil and others are using electronic systems. It was mentioned that Wellsville has a new code enforcement officer, Rich Wenslow.
- Fourth Sector Contract will expire the end of July and J. Isaman will draft new contract for members consideration and review prior to next meeting.

- Applied Tech Consortium begins in September. J. Isaman recommended students build a shed to be sold or use as storage. He mentioned a vacant lot could be used to store and sell the shed. Partnerships with the Office for Aging for students to build ramps, railings, or make minor repairs to property would require the ;and bank purchasing the building materials. Students will complete most of the work in labs on campus.

Next Meeting:

- July 19, 2021 at **8:30 a.m. via Zoom**

Adjournment

- **A motion was made by D. Fanton, seconded by D. Evans, and carried to adjourn the meeting at 9:57 a.m.**

Respectfully Submitted,

Jodi Adams
Assistant to the County Administrator