

ATHENS COUNTY LAND REUTILIZATION CORPORATION
BOARD OF DIRECTORS - Minutes
www.AthensCountyLandBank.com

LOCATION: Nelsonville Government Center, Nelsonville, OH

DAY/TIME: Wednesday January 15th, 2020 @11:00 AM

PURPOSE: Regular meeting to consider the following business:

Board Administration

1. Call to order by Ric Wasserman, Chair - Roll Call by Mr. Wasserman- All Board Members in attendance.
2. Approval of amended agenda to add 30 Front St. under Distributions - Mr. Chmiel 2nd Mr. Eliason All Yeas
3. Approval of minutes of December 18th, 2019 meeting - Mr. Chmiel 2nd Mr. Eliason – All Yeas
4. Financial Report – Kathy Hecht, Land Bank Treasurer. Mr.Chmiel 2nd Mr. Eliason – All Yeas

Actual Ending Balance: \$ 233,854.36

SUMMARY		
Starting Balance	\$	149,927.34
Actual Income	\$	200,176.71
Actual Expenses	\$	112,795.69
Actual Ending Balance	\$	237,308.36

- A) Approval sought for \$36.68 to reimburse Treasurer Hecht for postage and envelope expense to send out checks. Mr. Chmiel 2nd Mr. Eliason – All Yeas

Business: -

5. Old Business –
 - a. NIP project update – Well wishes and thank you to Zach Riezes who moved on to new position, HAPCAP team Sean Brooks gave update
 Group D demos have been reimbursed by NIP.

Parid▲	Owner name	Address
P030040000400	HARRIS CHARLES A	62 GROVER ST
P030070001200	HALL BUCKY & CHRISTIE	394 MADISON ST
P030230000600	ROBINETTE HOWARD	217 HARPER ST
P030260004200	JACOBS GEORGE W JR	708 POPLAR ST
P030260004300	JACOBS GEORGE W JR	POPLAR ST

Group E demos have taken place. Waiting for reimbursement--

Group E			
LB Proj#	Parid▲	Owner name	Address
2018-31	M040010005100	ATHENS COUNTY LANI	158 TOLEDO ST
	M040010005200	SKINNER JOHN	8 OAK ST
2019-31	M040080000900	ATHENS COUNTY LANI	37 SUMMIT ST
2019-43	M040100002600	ATHENS COUNTY LANI	10 BARBOUR ST
2018-71	M040150012000	ATHENS COUNTY LANI	44 LOCUST ST aka 42 Locust St.

Update on 29 Main, Glouster with flooded basement seeking pump to pump water out to better evaluate possible rehab. vs demo.

- b. Proposed 2020 Budget – Draft was been provided last month for perusal and discussion. Amended Budget (see Attached) approved - Mr. Chmiel 2nd Mr. Barga - All Yeas
- c. Update on acquisition process/pipeline -Ric
 - i. No properties were acquired since the last meeting. 16 Morgan, 42 Main and 24 Cherry as well as 32 Front St. in Glouster were acquired in early December but have been wait-listed for NIP funding. We are now six months out from the BOR's transfer of our expedited foreclosure cases to the CPC. Many of the properties on the table that day continue to await adjudication in the common pleas court.
 - ii. A full portfolio update (12/19 snapshot by category) was put forth in December and remains available on the Land Bank website: www.AthensCountyLandBank.com. No significant changes in status have occurred since December. The Prosecutor is querying the judges on several cases that appear to have had hearings but for which there is no known result.
 - iii. 141 Monroe St in Nelsonville (LB 2019-50) has an end user who filed a short narrative plan. I have gone back and asked for more details.

iv. Abandon Gas station pilot program update M04-00700032-00 10 High St. Gloucester – Initial evaluation took place last week and it showed that the underground tanks had been removed at an earlier date. The goal is to get to a “no further action” status from BUSTR and there are pipe runs and possible soil remediation necessary for that. Our consultant is working on a plan.

d. Update on previously approved projects,Ric

1. 29 Main St. Gloucester, (2019-23) M04-00500009-00 - We have one proposal and are waiting for a second one to come in before bringing it to the board. The second end-user is waiting for us to get water pumped from the basement. HAPCAP is working on this.
2. 58 Converse, Chauncey (LB2018-21) G02-00400090-00, 91-00. Demo is done and paid for.
3. 2762 Fifth St Coolville (LB-2019-07)-Asbestos abatement has been done. Counsel is working on a deed transfer to Fed Hock LSD
4. 12315 Bean Hollow Road – Taxes are being paid according to the agreement but the property has not been cleaned up as required. Prosecutor and Health Department are discussing further options. No further update.
5. 944 High Street, Nelsv. – One of our earliest projects has been tied up in a probate situation for over 16 months. Nolan law believes they will now be able to get us a deed. This is a horribly dilapidated property in need of demo.
6. 37 Summit St., Gloucester – NIP unexpectedly denied the full amount of the demo, leaving us with a \$19,210.00 bill. This is offset somewhat by \$6866 in reimbursed legal fees but we will have to remit the \$19,210.00 to HAPCAP.
7. 3 Main St., Gloucester. This deal is dead for now. The donor has liens on the building making it ineligible for DIL. Foreclosure is open to us at any time.

e. Update on Dispositions –

- i. 80 Front Street – End user Dostill Dempsey – Village Mayor says he is in violation of village ordinance 618 (Ohio basic code), accumulated trash and dumping on his existing property next door. Tabled at November meeting. The new Glouster Mayor is to query her council this week and give the LB a recommendation.
- ii. 4615 Bessemer Rd, York Twp, (LB2018-8) – End user plan received. Copies to the board. Tabled at November meeting. Plan has been sent to Township Trustees for reaction and a survey has been put in the field to the neighbors. Due to the holidays it was not done in time for responses to be in for this meeting. A decision should be reached by the board in February. Mr. Wagner a Bessemer Rd resident voiced some of his concerns with potential distribution plans submitted for 4615 Bessemer Rd. and will send in written survey with his concerns.
- iii. 375 Madison Street, Nelsv. – Empty lot to be acquired by contiguous neighbor. This is a non-NIP parcel. Negotiated sale price \$2000.00 inclusive of legal work. End user is Neil Sommers who owns 363 Madison (rental) next door. Property must have a survey due to non-compliant legal description. I have found a surveyor who has agreed to do it.
- iv. 30 Front St. – potential Intergraded Services

6. New Business – 25 minutes

- a. Discussion regarding farming-out title search priority properties - Mr. Chmiel 2nd
Mr. Barga - All Yeas
- b. Policy update – Amendment to Disposition policy. In the Land Bank Disposition Policy under “General Disposition” a number “10” shall be added with the wording: “Notification to the local government entity (village council, Township Trustees, etc.) shall be provided for all ~~non-side-lot~~ dispositions. Sufficient time shall be allowed for a response before final action on the disposition.”
Amended number 10 - Mr. Chmiel, 2nd Mr. Barga – All Yeas
- c. Acknowledgement letter of the donation \$3,828.00 from Ameriprise Financial, Valparaiso, Inc. was to be passed to board members to be signed and mailed.
- d. Permission to contract with J.L. Uhrig & Assoc. for GAAP audit and input of financials into the AOS system. Expected expense is \$1200.00 – Mr. Chmiel, 2nd
Mr. Eliason - All Yeas

e. New Dispositions:

- i. 30 Broad Street – As a side-lot, to Paul Bunt. Even though this is technically a side-lot, it is on a main street and I propose to solicit feedback from the village under the new procedure.
- ii. 24 Cherry Street – House not torn down, rehab able. Only end user of record is Randy Lambert. Propose to solicit feedback from the village.
- iii. 10 Barbour Street – House donated to us by Habitat for Humanity so that we could use NIP funding to tear down. They have a build scheduled there for spring of 2020. Propose to solicit feedback from the village and approve final disposition in February.
- iv. 217 Harper Street – to Jeffery Lehman for parking lot for rental property owned across the street. Lot is 50 x 154. Propose to solicit feedback from the city of Nelsonville and move final approval in February.
- v. 58/60 High Street – New end user named Matthew Niese. He is building, and will own, a laundromat in 62 High (next door). He is seeking both lots to put a small parking lot on one and grass on the other. There is a second end-user as well. I would like permission to seek detailed plans from both and solicit the village government's opinion in time for the February meeting.
- vi. 30 Front St. – Potential end user Intergraded Services are entertaining building a duplex on this site.

Mr. Chmiel , 2nd Mr. Barga – All Yeas

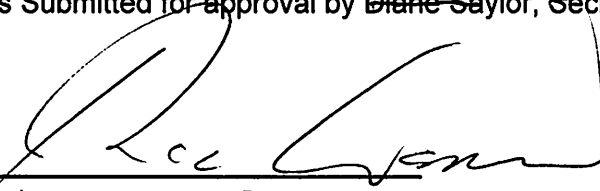
New projects:

No new projects this month.

7. Scheduling of next meeting February 19th, 2020. Place to be determined.

- 8. Roundtable: Mr. Chmiel asking for community support Fri. Jan 17, for waste Diversion project in Trimble. FEMA's demo's have been submitted awaiting further information.
- 9. Adjournment: Mr. Chmiel, 2nd Mr. Barga – All Yeas

Minutes Submitted for approval by ~~Diane Saylor, Secretary~~ *Ric Wasserman, CHAIR*

X  *2-27-20*
~~Diane Saylor~~ Date

Approved, as amended (if any) on _____

Athens County Land Bank Initial Budget					
			2019 Proj	2019 Actual **	2020 Proj
Carryover from Previous Year			150,000	149,927	237,308
Estimated Revenue					
DRETAC	\$ 65,000.00		125,000	166,203	149,582
Contributions (cash)				2,680	2,412
County Treasurer	20,000.00		10,000	10,000	30,000
County Commissioners					
Neighborhood Initiative Program					
Line of credit					
Sale of properties			25,000	11,500	13,000
Total estimated revenue	\$ 85,000.00		160,000	340,310	432,302
Estimated Expenses					
Administrative					
Accounting services	\$ 2,500.00		8,000	1,200	1,200
Bank fees	150.00		150	40	100
Insurance	5,000.00		5,000		0
D & O					
General Liability					
Legal services	3,000.00		2,000		10,000
Lien Certificate Purchases					
Contract Staff			20,000	20,000	20,000
Misc. Expenses (software & support)	2,500.00		12,000	10,000	12,000
NIP administrative expenses			-		
Travel & mileage	2,500.00				
Land Bank Association Dues	500.00		500	0	800
Printing				784	1,850
Supplies				67	250
Western Reserve Land Conservancy	5,000.00		-	0	
Property Expenses	15 properties				
Acquisition Costs (incl Legal Fees)	3,000.00		20,000	23,346	15,000
Deeds	1,125.00			0	
Demolition	30,000.00			37,114	130,000
Environmental Services	10,000.00			865	4,000
Field Services	3,000.00			840	3,000
Professional and Testing Fees	1,500.00			0	
Title work and legal fees	7,500.00		25,000	28,416	20,000
Utilities (sewer)				2,230	1,500
Repayment - line of credit					
Interest expense			-		
Total expenses	\$ 77,275.00		92,650	124,902	219,700
Carry Over	7,725.00		67,350	215,408	212,602

** 2019 costs through Oct 31 plus \$18,500 demo for 58 Converse included

2019 Land Bank Budget

Starting Balance: \$ 149,927.34
as of January 1, 2019

Date	Description	Month	Actual
2-25-2019	HAPCAP - Mortgage Loan	February	\$ 50.00
3/4/2019	Donation - Ameriprise	March	\$ 2,680.08
4/4/2019	Athens Courty Treasurer	April	\$ 10,000.00
4/9/2019	Athens Courty Treasurer	April	\$ 138,401.12
4/19/2019	Athens Courty Lib - MH Settlement	April	\$ 4,188.23
7/1/2019	Mortgages on 4 Properties	July	\$ 40.00
7/3/2019	Capstone	July	\$ 5,000.00
7/10/2019	Capstone	July	\$ 2,500.00
8/15/2019	Property Sale - Scott J Bruch	August	\$ 2,000.00
8/22/2019	Property Sale - Tim Colwell	August	\$ 500.00
9/13/2019	Special Assessment Settlement	September	\$ 1,343.82
9/13/2019	Real Estate Settlement	September	\$ 19,115.21
10/1/2019	HAPCAP Reimbursement NIP	October	\$ 2,286.00
10/4/2019	MH 2nd Half Settlement	October	\$ 3,154.25
10/17/2019	HAPCAP NIP Mortgages	October	\$ 80.00
10/28/2019	Hunter Rd. Disposition	October	\$ 500.00
10/30/2019	Shade Property Sale - Carrould	October	\$ 1,000.00
12/12/2019	Edward Pettit - Disposition	December	\$ 2,000.00
12/10/2019	Keith Palmer - Purchase	December	\$ 375.00
12/9/2019	Habitat for Humanity - Purchase	December	\$ 750.00
12/4/2019	Grant Guda - Purchase	December	\$ 375.00
12/31/2019	Mortgage - HAPCAP	December	\$ 10.00
12/31/2019	Donation - Ameriprise Financial	December	\$ 3,828.00
TOTAL INCOME			\$ 200,176.71

Date	Description	Month	Actual	Column 1	Column 2
2/15/2019	Mollica, Gal, Sloan, Silery	February	\$ 725.00		
3/6/2019	Chris Chmsel	March	\$ 37.70		
3/6/2019	Minute Man Press	March	\$ 50.00		
3/21/2019	Athens Co. Treasurer	March	\$ 1,000.00		
4/1/2019	Cash - Petty Cash	April	\$ 25.00		
4/1/2019	eProseph/Innovations LLC	April	\$ 10,000.00		
4/1/2019	Mollica, Gal, Sloan, Silery	April	\$ 825.00		
4/15/2019	NetData Inc	April	\$ 12.00	015	
5/7/2019	JL Uhrig & Assoc.	May	\$ 1,200.00		
5/7/2019	HAP Community Action	May	\$ 20,000.00		
5/7/2019	Mollica, Gal, Sloan, Silery	May	\$ 1,000.00		
5/15/2019	Bernice Robertson	May	\$ 1,000.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,000.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,000.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,000.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,000.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 750.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,514.00		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,485.50		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,485.50		
5/17/2019	Mollica, Gal, Sloan, Silery	May	\$ 2,000.00		
5/23/2019	Mollica, Gal, Sloan, Silery	May	\$ 514.00		
5/23/2019	Mollica, Gal, Sloan, Silery	May	\$ 514.00		
5/23/2019	Mollica, Gal, Sloan, Silery	May	\$ 725.00		43188.00
6/12/2019	Mollica, Gal, Sloan, Silery	June	\$ 514.00		
6/7/2019	Wire Transfer - Alodial	June	\$ 9,000.00		
	Transfer Fee		\$ 20.00		
6/12/2019	Mollica, Gal, Sloan, Silery	June	\$ 485.50		10019.50
7/1/2019	Mollica, Gal, Sloan, Silery	July	\$ 400.00		
7/1/2019	Mollica, Gal, Sloan, Silery	July	\$ 175.00		
7/1/2019	Mollica, Gal, Sloan, Silery	July	\$ 175.00		
7/1/2019	Mollica, Gal, Sloan, Silery	July	\$ 175.00		
7/10/2019	Mollica, Gal, Sloan, Silery	July	\$ 175.00		
7/10/2019	Mollica, Gal, Sloan, Silery	July	\$ 175.00		
7/16/2019	Mollica, Gal, Sloan, Silery	July	\$ 60.00		
7/1/2019	Wire Transfer - JP Morgan Chasel	July	\$ 14,305.86		
7/1/2019	Transfer Fee	July	\$ 20.00		
8/15/2019	Minute Man Press	August	\$ 27.00		
8/15/2019	TTWVTD	August	\$ 1,252.40		
8/15/2019	Mollica, Gal, Sloan, Silery	August	\$ 225.00		
8/16/2019	Mollica, Gal, Sloan, Silery	August	\$ 175.00		
8/29/2019	Mollica, Gal, Sloan, Silery	August	\$ 725.00		
8/29/2019	Mollica, Gal, Sloan, Silery	August	\$ 175.00		
8/29/2019	AHRC	August	\$ 288.50		
8/29/2019	Cardmember Services	August	\$ 30.34		
9/23/2019	Mollica, Gal, Sloan, Silery	September	\$ 725.00		
9/23/2019	Mollica, Gal, Sloan, Silery	September	\$ 343.00		
9/23/2019	Minute Man Press	September	\$ 6.75		
9/23/2019	Lepi Enterprises, Inc	September	\$ 615.00		
10/9/2019	TTWVTD	October	\$ 975.00		
10/9/2019	Mollica, Gal, Sloan, Silery	October	\$ 175.00		
10/9/2019	Minute Man Press	October	\$ 700.00		
10/9/2019	Howard Septic Service	October	\$ 250.00		
10/9/2019	Cardmember Services	October	\$ 178.39		
10/10/2019	Smoking Eagle	October	\$ 240.00		
10/22/2019	Aicases Inc	October	\$ 115.00		
10/22/2019	HAPCAP	October	\$ 18,614.20		
11/14/2019	Cardmember service - CC	November	\$ 237.59		
11/14/2019	TTWVTD - Sewer Bills	November	\$ 30.00		
11/14/2019	Heritage Cho - Membership	November	\$ 275.00		
11/14/2019	Mollica, Gal, Sloan, Silery	November	\$ 175.00		
11/14/2019	Mollica, Gal, Sloan, Silery	November	\$ 525.00		
11/14/2019	Mollica, Gal, Sloan, Silery	November	\$ 175.00		
11/20/2019	Zach Reizes - Reimbursement	November	\$ 32.06		
12/4/2019	Mollica, Gal, Sloan, Silery	December	\$ 125.00		
12/4/2019	Trimble Top VVWTD - Sewer Bills	December	\$ 429.00		
12/4/2019	Mollica, Gal, Sloan, Silery	December	\$ 175.00		
12/4/2019	Mollica, Gal, Sloan, Silery	December	\$ 175.00		
12/4/2019	Mollica, Gal, Sloan, Silery	December	\$ 2,150.00		
12/4/2019	Cash - Conveyance Fee	December	\$ 25.00		
12/16/2019	Sickle's Sanitation	December	\$ 250.00		
12/16/2019	Zach Reizes - Reimbursement	December	\$ 30.00		
12/16/2019	Mollica, Gal, Sloan, Silery	December	\$ 350.00		
12/16/2019	Mollica, Gal, Sloan, Silery	December	\$ 175.00		
TOTAL EXPENSES			\$ 112,795.69		

Actual Ending Balance: \$ 233,854.36

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