

**ATHENS COUNTY LAND REUTILIZATION CORPORATION  
BOARD OF DIRECTORS - MINUTES**

[www.AthensCountyLandBank.com](http://www.AthensCountyLandBank.com)

Location: Virtual Meeting on Google Hangout ([meet.google.com/gux-qrxv-hhf](https://meet.google.com/gux-qrxv-hhf))  
Day/Time: Wednesday June 17<sup>th</sup>, 2020 at 11:04am  
Purpose: Regular Meeting to consider the following business:

**Board Administration**

1. The meeting was called to order by Ric Wasserman, Chair. Roll Call by Mr. Wasserman - Board members present: Commissioner Lenny Eliason, Commissioner Chris Chmiel, and Township Trustee Gregg Andrews.
2. Approval of amended agenda. Added to Old Business, under 614 W High Street, looking for final approval. Added to New Business, ask for stamps, discuss possible stipend for secretary/treasurer Chelsie McKee and Rural Action Americorps. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas
3. Approval of minutes for the meeting held on May 20<sup>th</sup>, 2020. Moved by Mr. Wasserman, 2<sup>nd</sup> by Mr. Eliason. All Yeas
4. Financial Report from Chelsie McKee, Land Bank Treasurer – Summary of June Ending Balance.

<b>SUMMARY</b>	
Starting Balance	\$ 237,308.36
Actual Income	\$ 140,394.70
Actual Expenses	\$ 63,568.11
Actual Ending Balance	\$ 314,134.95

Approval of financial report moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas

**Business**

5. Old Business
  - a. NIP Project updates by Mr. Wasserman. Group F project bids have been awarded. A couple of bids came in at the maximum and a couple came well below. Environmental statements have been filed by the contractors. Most of the projects will be down by the end of the Month. Still working with Glen Crippen on how the Land Bank can move forward with

demos that the Land Bank fund from its budget. The board has already approved 4 properties. Looking into the possibility of hiring an individual to work on the behalf of the Land Bank through Americorps and be stationed at HAPCAP. Will be discussed in further detail later.

b. Update on acquisition process/pipeline by Mr. Wasserman:

- I. One property has been acquired since the last meeting: 98 Franklin Street, Nelsonville (2018-03). Most likely a tear down. Will do an inspection within the next month. One property in process: 637 High Street, Nelsonville (2020-09), this property was a donation from James Lent through his POA (sister). His sister signed documents executing deed in lieu of foreclosure with the Land Bank. The Land Bank now owns the property. Many other motions for Summary Judgement have been filed and several cases are in the 28-day waiting period and we will receive deeds on those properties soon.
- II. Audit: J. Urigh & Associates filed the Land Bank's 2019 "Hinkle" filing with the Auditor of state and billed us the agreed upon amount which has been paid. Also, the County's auditors, Julian and Grube, asked for, and were provided with, the same documents provided to Urigh for the purposes of verifying certain information for the County's annual audit, of which the Land Bank is component. The Land Bank will not be formally audited again until next year.

c. Update on previously approved projects by Mr. Wasserman:

- I. 10 High St, Glouster, M04-00700032-00. Abandon Gas Station pilot program update. Our consultant, Tetra-Tech, has filed the official grant application for remediation after we received a support letter from the village. Due to the pandemic the grant administrator at BUSTR had not been working but is back on the job now and has been working through the backlog. No telling when our application will be acted upon.
- II. 58/60 High Street (2018-11/12). End user applicant Matt Niese, who is building a new laundromat next door at 62 High Street spoke to Glouster Village council to try to rally support for his application. The village has reversed its position of opposing this disposition since Matt Niese submitted a new proposal to turn this property into a green space. They submitted a letter of support this month. Total cost for these parcels is \$575.00. Motion for final approval to end user Matt Niese. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas. None opposed.
- III. 36-38 Main, Glouster (2018-73). Mr. Wasserman met with the tenants at 36 Main. The easiest path forward is to transfer the one parcel that the house sits on to the tenants and sign a shared driveway/garage agreement between them and the Land Bank. This agreement would be binding upon any new owners of 38 Main. Mr. Wasserman asked

Bob Toy to represent the tenant's pro-bono so that they would have legal representation in this transaction. Plan to draw up a Sales contract and provide it and the shared to Bob toy. Motion to proceed to close on this transaction. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas

IV. 10 Barber Street. Habitat for Humanity received this house post tear-down. Due to the pandemic construction was put on hold. The Land Bank has received word from Habitat for Humanity stating that construction has begun on this property.

d. Update on pending dispositions:

I. 4615 Bessemer Rd, York TWP (2018-8). At the May meeting the board voted to dispose of this property to Curtis Bartlett. Mr. Wasserman worked with Mr. Bartlett and the Veterans Services department and the property was transferred to him last week.

II. 141 Monroe Street, Nelsonville (2019-50). The board granted final approval for disposition but the property requires a survey. The end user has declined to pay part of the survey cost. We are waiting for their final approval of the sales contract. Hoping it gets closed within the next month.

III. 7211 State Route 329 (2017-78) The board voted to approve disposition to Lisa Proffitt, contiguous land owner at the last meeting. That transfer was executed. Subsequent to the transfer to Ms. Proffitt, it was discovered that a previous mortgage on the property was not found during the title search. We are hopeful that the mortgage has already been paid off and just hasn't been released. The Prosecutor is seeking release of the previous mortgage from the successor government agency that issued it. The bank is willing to accept a mortgage insurance policy from a local attorney. Mr. Wasserman would like the authorization to pay the \$175.00 insurance policy fee should it become necessary. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas

IV. 13 Monroe Street, Glouster (2018-36). The board voted at the May meeting to dispose of this property to the next-door neighbor, Christopher Skinner. That disposition was executed this week.

V. Winner Lane/Sand Ridge Road (Rome/Lodi TWP). These two rural acquisition (pay-in-advance) deals are in process but not yet signed. Working with Nolan and Meek to do the foreclosure on the lien of certificate.

VI. 495 Patton Street (2018-55). Dilapidated house that was under renovation when the previous owner left it. House contains about \$2,000 of new building materials and is solid enough to be rehabbed. Only 1 end-user has submitted paperwork, Gregory S. Frank. Positive feedback was received from the City of Nelsonville and a draft contract

has been approved with a price of \$3500 plus document-prep fees. Motion for final approval to end user Gregory S. Frank. Moved by Mr. Chmiel, 2<sup>nd</sup> Mr. Eliason. All Yeas

VII. 614 W. High Street (2018-53). A dilapidated house that has been in foreclosure for more than a year. Next-door neighbor (Marcie Denney) is the only end-user on the property and she submitted plans for rehab. Level one inspection was determined that the house is solid and can be rehabbed. City of Nelsonville gave positive feedback on disposition to Ms. Denney and further thanks the Land Bank for our work in Nelsonville. Motion for final approval to end user Marcie Denney. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas.

## 6. New Business

- a. Death of Robin Thomas: Our Land Bank consultant with the Western Reserve Land Conservancy, Robin Thomas suffered a heart attack earlier this month and did not recover. Robin was a mentor to all of us at the Athens County Land Bank and a fixture among state Land Bank people. She will be greatly missed. Motion to make a donation of \$250.00 in honor of Robin Thomas towards whichever memorial the Land Bank Association plans to partake-in. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas
- b. Supplies: Checks. The Land Bank needs to print additional checks. Mr. Wasserman proposed printing laser checks that work with our accounting software. The cost for 600 checks is \$59.95. Stamps. The Land Bank is also in need of stamps. Motion to approve \$55.00 towards stamps and \$59.95 towards checks for a total of \$114.95 towards supplies. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas
- c. Stipend for Secretary/Treasurer. The Land Bank Secretary/Treasurer, Chelsie McKee, is performing the duties required for the job outside work hours. Motion to provide a \$100/month stipend. Moved by Mr. Eliason, 2<sup>nd</sup> by Mr. Chmiel. All Yeas
- d. Rural Action Americorps. Possible assistance from rural action in the form of an Americorps volunteer or VISTA position. Mr. Wasserman put together a job description to provide to Rural Action. It would be a full-time position. Headquarters for the individual will be at HAPCAP. This person might work under Mr. Wasserman and Sean Brooks at HAPCAP if agreements can be reached with all parties. This person would be doing a lot of "on the ground" work such as: inspections, working with contractors, social media, data entry, etc. The Land Bank has \$20,000 in the budget that was allocated for an individual. One thought is that the Land Bank would pay rural action \$9,000 for the individual and \$9,000 to HAPCAP for allowing us to use the space and managing the individual. Hope to hear from Rural Action soon about the position. Motion to reallocate the funds towards Rural Action Americorps individual and pay equal amount to HAPCAP. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas

**New Projects**

Delq Amt	Last Pymt	Parcel ID	Owner	Address
\$ 6,941.03	2011	K010150206300	Ledra Tanner	8160 State Street, Stewart
\$ 10,838.73	2011	M040090002600	DBJ Enterprises	55 Madison Street, Glouster
\$ 7,223.18	2012	P030070010900	DBJ Enterprises	319 Oak Street, Nelsonville

- a. 8160 State Street. Nothing can be built on the property due to the lack of a sewer system in Stewart and the size of the property which would not allow for a septic system. The property would be a tear down and most likely become an empty lot. Motion to make this a Land Bank project. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas
  
  - b. 55 Madison Street and 319 Oak Street. These are the last 2 DBJ Enterprise houses that are tax delinquent and abandon. Motion to make both these properties Land Bank projects. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas
7. Scheduling of next meeting, July 15<sup>th</sup>, 2020. TBA if in-person or via Google Hangout.
8. Roundtable: Uriah Creamer asked if there was an update on the 615 W Washington property. Mr. Wasserman stated that the Land Bank does own the property. It does need to be surveyed before it can be transferred again. Only 2 end user applicants thus far.
9. Adjournment at 11:47. Moved by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas

Minutes submitted for approval by Chelsie McKee, Secretary

 7/22/2020  
\_\_\_\_\_  
Secretary Date

Approved, as amended (if any) on \_\_\_\_\_ 7/22/2020