



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

**Allegany County Land Bank Board Meeting Minutes
October 21, 2019**

APPROVED

Committee Members Present: B. Loucks, D. Fanton, and D. Evans.

Others Present: Jeff Stevens from Alfred State College, J. Isaman, and J. Adams.

Excused: D. McDonnell and K. Dirlam.

Media Present: No media present.

Call to Order: The meeting was called to order at 9:04 a.m. by Chairman Loucks.

Approval of Minutes

A motion was made by D. Evans, seconded by D. Fanton, and carried to approve the meeting minutes from September 16, 2019.

Financial

The monthly invoices presented for payment included: 4SS (\$4,722.08), Cunningham (\$389), White Imprints (\$516), Miller Law (\$341), Omac (\$4,000), Cyrco (\$5,500), Atlantic Inland (\$300), Wellsville Water (\$32.42), Snow Hill (\$484), Ninja Ent. (\$60), Willing Water (\$248.47), Brown Plumbing (\$11,300), and Jim Ball (\$1460).

It was noted the check in the amount of (\$23,500) to Evingham Site Excavation will be withheld until payment is received from LISC. J. Isaman anticipates receiving \$27,742.36 from the grantor and said the delay in funding was the result making revisions to the existing agreements. The revisions have been made and the new agreements are in place.

Discussion followed concerning the financial report and the current fund balance.

D. Fanton pointed out a change that will need to be made on the budget report distributed by J. Isaman.

Members discussed the funding request in the amount of \$50,000 to the Allegany County Legislature. J. Isaman will draft a letter for the Land Bank Board Chairman to sign addressed to the Chairman of the Board of Legislators. It was noted a copy of the funding request letter will be sent to the County Treasurer, Attorney, and to the Clerk of

the Board. There will be no funding request for put before the Board of Legislators in 2020.

A motion was made by D. Evans, seconded by B. Loucks, and carried to approve the treasurer's report.

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

Guests

J. Isaman introduced Jeff Stevens who is the Dean of School of Applied Technology at Alfred State College. Mr. Stevens discussed the "China House" which is designed to run on solar electric and solar thermal energy. The retail price for the structure has to be determined. Mr. Stevens estimated that \$50K in solar electric and equipment was purchased for the house. He said the college has been approached three times concerning a potential purchase offer on the house.

Mr. Stevens said the college students are changing the way they do business and are seeking to do modular builds with one bedroom, renewable energy, and around 800 square feet to address the changing housing market needs. He indicated that the houses with an attached two car garage priced around \$225,000 that they have been building are now over saturating the housing market. Another new housing model they are exploring uses recycled shipping containers and is a "u" shaped design. This house is built as an earth quake safe home. The current homebuyers represent Veterans and single parent households.

Mr. Stevens will break down the costs for the "China House" but said that citizens often have the misperception that because the college is building the structure it will cost dimes to dollars in savings but warned this is not the case. He stated actually the costs are pretty comparable by the time you factor in excess material costs for learning and excellent craftsmanship and building requirements. He mentioned that the college programs will always focus on exposing students to building rafters, dormers, trusses and making sure that their students have solid understanding of all aspects of construction.

He stated the modular panel structure they are currently working on can be built in sections and allows students to work inside during winter months and then transport and assemble the homes in good weather. He stated the college is interested in working with the Land Bank and stated the college and the Land Bank both want the same outcome for the county. He noted their projects are divided by excavation work, masonry, carpentry, and mechanical and electrical work. He said that realistically they are looking at Fall of 2020 timeframe to assist with any larger projects including excavation and masonry work. He will forward price quotes for consideration to J. Isaman within a month.

J. Isaman stated ideally we are looking to purchase an 800 square foot structure with a basement that can be used as a bedroom and laundry area. The land bank has budgeted \$90K to be used for a new build.

Committee Appointments

The Land Bank Board has three subcommittees as required for fiscal and operational oversight including the Finance, Governance, and Audit Committees. Membership includes three board members serving on the three subcommittees. The Chairman for each subcommittee is listed below:

Finance Committee: Darwin Fanton, Chairman

Governance Committee: Dave Evans, Chairman

Audit Committee: Kier Dirlam, Chairman.

A motion to temporarily suspend the Land Bank Board Meeting was made at 9:50 a.m. by D. Fanton, seconded by D. Evans, and carried.

A motion to return to the regular Land Bank Board Meeting was made at 10:02 a.m. by B. Loucks, seconded by D. Evans, and carried.

A motion was made by B. Loucks, seconded by D. Evans, and carried approving the authorized 2020 Land Bank Budget as recommended by the Finance Committee Chairman.

Infrastructure

Demolition Projects

J. Isaman reported that \$77K has been dedicated in the budget for the demolition work at 172 E. State Street in Wellsville.

J. Isaman reports asbestos survey results have been returned for 172 and 178 E. State Street properties in Wellsville.

J. Isaman indicated that he had to redo agreements with Cattaraugus Community Action to include insurance and protection for the subcontractors providing the work.

A motion was made by D. Fanton, seconded by D. Evans, and carried to transfer the deed for the 37 King Street property in Wellsville, NY to Habitat for Humanity for the sum of \$1.

Rehabilitation Projects

J. Isaman reported that he was approached by a potential buyer interested in the 95 W. Main Street property. The potential buyer expressed interest in turning the property into an Air B&B. Discussion followed concerning buyer / renter demographic requirements by the funders. Members discussed the mission of the Allegany County Land Bank and the funding source requirements related to property sale/rent targeting individuals and families living at or below 80% AMI. J. Isaman will discuss scenarios with the funder to determine options going forward.

Members discussed the affordability spreadsheet and the potential to increase the value of the Maple Street Property in Cuba, NY.

A motion was made by D. Fanton, seconded by D. Evans, and carried to get a reappraisal done for the 95 West Main Street Property in Cuba, NY.

On a motion by D. Evans, seconded by D. Fanton, and approved for Cyrco Construction to complete the finishing work at 95 W. Main Street property in Cuba, NY for \$5K.

J. Isaman indicated that the work at the 51 Clark Street property in Wellsville is nearing completion.

Concerning the 1936 Route 19 Willing duplex property, members discussed the property value and estimated it to be \$90K. The septic system repairs will be complete this week.

A motion was made by D. Fanton, seconded by D. Evans, and carried to approve Cattaraugus Community Action as the project administrator as per the co-development agreement for 51 Clark Street in Wellsville, NY.

A motion was made by D. Evans, seconded by D. Fanton, and carried to approve Cattaraugus Community Action as project administrator as per the co-development agreement for 1936 Route 19 in Willing, NY.

Acquisition / Stabilization

J. Isaman will draft a purchase offer letter for the Allegany County Land Bank Chairman to sign addressed to the County Attorney to purchase the former Murray House located at 12 Willets Avenue in Belmont, NY for \$30K.

New Construction

Concerning the 79 Clark Street property in Wellsville, D. Fanton noted that the garage is not located on the right away according to the survey completed by Jim Ball.

Monitoring

J. Isaman said he ordered "Lot for Sale" signs from White Imprints for the Mills Street in Wiscoy, Mechanic Street in Angelica, and 19 Maple Street in Andover, NY properties.

Old Business

The Co-Development Agreement date changes with Cattaraugus Community Action have been made.

Good of the Order

J. Isaman mentioned that he is considering completing asbestos training and certificate to be able to provide asbestos testing for an added fee in the future to the Allegany County Land Bank. After further discussion, B. Loucks recommended J. Isaman discuss this idea with Attorney Joe Miller and report back at the next committee. Members discussed their concern this may represent a conflict of interest.

Next Meeting

The next regular ACLB Board Meeting will be held on Monday, November 18th at 9 a.m. in the Conference Room at the Crossroads Conference Center.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:08 a.m. following a motion by B. Loucks, seconded by D. Fanton, and carried.

Respectfully submitted,

Jodi Adams
Assistant to the County Administrator