

**Allegany County Land Bank Board Meeting Minutes
September 16, 2019**

APPROVED

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

Others Present: J. Isaman and J. Adams.

Excused: D. McDonnell.

Media Present: No media present.

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

Approval of Minutes

A motion was made by D. Fanton, seconded by D. Evans, and carried to approve the meeting minutes from August 20, 2019.

Financial

The monthly invoices presented for payment included 4SS (\$4,722.08), Cunningham (\$437), Safe Guard (\$304.04), Ninja Enterprises (\$60), Miller Law (\$93), White Imprints (\$28.21), National Fuel (\$148.31), and Snow Hill (\$280).

J. Isaman noted the Safe Guard invoice is for checks that were purchased. Also, the National Fuel bill is for utilities at the property in Willing.

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

Members discussed submitting a funding request in the amount of \$50,000 to the Allegany County Legislature.

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

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

Infrastructure
Demolition Projects

The 37 King Street property in Wellsville bid for work was accepted and the asbestos survey has been completed. Once the demolition project is complete, Habitat for Humanity has expressed interest in the vacant lot.

J. Isaman reported that the property located at 172 E. State Street in Wellsville will be stabilized and the 178 E. State Street property will require demolition.

The demolition work for 1 Baker Street in Andover is out to bid with a closing date of October 11th.

Rehabilitation Projects

Work at 95 Main Street property in Cuba is coming along nicely. The garage needs to be cleaned out and items need to be disposed of. Members discussed a possible solution as having Alfred State students assisting with this work during the community service event in October. The goal is to complete the work and list this property for sale as soon as possible.

J. Isaman indicated the repair work at the 51 Clark Street property in Wellsville will be completed in Spring of 2020.

Contract paperwork has delayed work at the 1936 Route 19 property in Willing. Enterprise required the Land Bank to update contracts with Cattaraugus Community Action. Also, Cattaraugus Community Action had to update agreements with their contractors.

Acquisition / Stabilization

There is no new development concerning the Murray House to report.

New Construction

J. Isaman reported that the Habitat for Humanity will receive the deed to 37 King Street in Wellsville NY, plus an estimated \$7,000 in funding to use toward building a new home at this location.

J. Isaman is waiting on surveys to determine driveway. It was recommended that he request four copies of the survey.

Monitoring

J. Isaman reported he is working with a realtor to list the Mill Street, Mechanic Street, and Maple Street properties.

B. Loucks reported he ordered three aluminum signs with posts from White Imprints at a cost of \$282 each. Members commented this will be good for marketing and outreach.

Concerning the 79 Clark Street property in Wellsville, K. Dirlam noted a monthly Booster News that is distributed in Angelica as an option for advertising consideration.

New Business

A motion was made by K. Dirlam, seconded by D. Fanton, and carried to accept the resignation of Aaron Whitehouse from the Allegany County Land Bank Board.

Members discussed the agreement with Cattaraugus Community Action for co-development. It was reported that Attorney Joe Miller and representatives from Enterprise have reviewed the information. K. Dirlam said he planned to review the information and will send his feedback to J. Isaman.

Good of the Order

J. Isaman reported there have been changes to the Real Property Tax Law Article 11. He indicated the Treasurer is now empowered to take possession of vacant and abandoned property with unpaid taxes after one year. J. Isaman will contact the County Treasurer and County Attorney for follow up.

J. Isaman will send a draft letter of support to the County Administrator to be sent to Governor Cuomo requesting future continued funding and support in the 2020 state budget.

Members discussed the county funding allocation to the land bank and decided the best approach is to utilize the funding in a conservative manner. K. Dirlam will draft a letter for County Administrator to present to Ways & Means requesting \$50,000.

Next Meeting

The next regular ACLB Board Meeting will be held on Monday, October 21st 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 10:23 a.m. following a motion by D. Fanton, seconded by K. Dirlam, and carried.

Respectfully submitted,

Jodi Adams
Assistant to the County Administrator