



Allegany County Land Bank

Crossroads Center

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Allegany County Land Bank Board Meeting Minutes March 18, 2019

APPROVED

Committee Members Present: (Via phone: B. Loucks, and J. Knapp) D. Fanton, and K. Dirlam,

Absent: T. Boyde

Others Present: J. Isaman, J. Adams, and Ed Bysiek, CPA.

Media Present: No media present.

Call to Order: The meeting was called to order at 10:10 a.m.

Financial

Ed Bysiek, CPA distributed copies of the certified independent audit. He then discussed the format and summarized each section. He ended by reporting the audit was clean and there were no findings.

J. Isaman and D. Fanton discussed the monthly financial report. J. Isaman stated the report reflects checks prepared for signature at the meeting.

Monthly invoices presented for payment include: 4SS (\$3,230.88), Cunningham (\$938), Center State NYLBA Dues (\$2,000), Joseph Miller for meeting attendance and services rendered (\$465) plus closing cost for the property located at 95 W. Main Street in Cuba (\$525), and Ed Bysiek, CPA for the Independent Audit 2018 (\$4,200).

Infrastructure

J. Isaman reported the Andover, Angelica, Wiscoy, and Belfast properties have been demolished. He noted future bid specs will need to include top soil and seeding. He will contact the local contractor that handles lawn care to request seeding and haying at the demolition sites.

The 95 Main Street Cuba property stabilization work will include minor electrical, ventilation, window, and door repair work.

Concerning the Second Avenue property in Wellsville, additional work is necessary before the deed can be released to the neighboring property owner according to the work plan. Demolition debris needs to be cleared from the property.

J. Isaman reported receiving one bid for the demolition work for the 19 Maple Street property in Andover. Following discussion, members decided to put this project on hold for now.

K. Dirlam suggested J. Isaman contact the Cattaraugus County Land Bank to review their memorandum of understanding with Cattaraugus Community Action Agency for consideration with future partnerships and report back at the next meeting.

K. Dirlam recommended the Allegany County Land Bank By-laws be reviewed and updated as applicable in the near future. He suggested alternate meeting venues and member voting options should be explored.

Next Meeting

J. Isaman will email a doodle poll to members to determine a preferred meeting schedule for the majority for future meetings after it was mentioned that Mondays are difficult for some members. Currently, the next meeting is scheduled for April 15th at 10am.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:47 a.m. following a motion by D. Fanton, seconded by J. Knapp, and carried.

Respectfully submitted,

Jodi Adams
Assistant to the County Administrator