

ATHENS COUNTY LAND REUTILIZATION CORPORATION
BOARD OF DIRECTORS – MINUTES
www.AthensCountyLandBank.com

LOCATION: Live meeting held at Community Cares Resource Center with guests joining on Google Meet (<http://meet.google.com/zsk-oegh-dkk>)

DAY/TIME: Called to order Wednesday, November 19th, 2025 @ 11:00 AM

PURPOSE: Regular meeting to consider the following business:

Board Administration

1. The meeting was called to order by Chris Chmiel, Board Chair. Roll call by Aaron Dye, Secretary. Board members present were Chris Chmiel, Lenny Eliason, Taylor Sappington, Meghan Jennings for Steve Patterson, and Nathan Simons arriving after roll call.
2. Motion to approve agenda by Mr. Sappington, 2nd by Ms. Jennings. All Yeas.
3. Motion to approve minutes from October 15th, 2025 board meeting by Mr. Eliason, 2nd by Mr. Sappington. All Yeas.
4. Financial Report from Treasurer LaVerne Humphrey

Summary	
Starting Balance	466,285.11
Actual Cash In	233,786.25
Actual Cash Out	227,660.36
Ending Balance	472,411.00

Ms. Humphrey reviews the October finances, noting the large deposit was a reimbursement from ODOD. Aaron adds that this was for the purchase of 923 and 931 High Street, Nelsonville, where two houses were built by Habitat for Humanity of Southeast Ohio as part of the Welcome Home Ohio program and was immediately reimbursed. Aaron explains the process for the WHO program, noting that the homes will be sold back to the predetermined buyers. The Land Bank will profit \$10,000 per house through this partnership with Habitat through the WHO program. He continues that there is a reimbursement request in the amount of \$60,000 awaiting deposit through the WHO-Rehab & Construction portion of the program which will be transferred to Habitat as well. Motion to approve the financial report by Mr. Eliason, 2nd by Mr. Sappington. All Yeas.

Business:

Old Business

1. Update on acquisition process/pipeline

After going through two sheriff sales, we are currently waiting for the following properties to go to the forfeited lands list so we may claim them: 64 E. Palmer Street, Jacksonville; 31 Town Street, Gloucester; 8810 SR-685, Gloucester; 2nd parcel at 191711 Lake Drive, Trimble; 23 Fairlawn Avenue, Gloucester. Mr. Sappington notes that he has reached out to the Prosecutor's office for an update on the properties that have already gone through the required two sheriff sales.

2. State Demo project

The Group N3, O1, and O2 demolitions were awarded to Hutton Excavating. Demolitions are to begin this week, beginning with the O1 demolitions, followed by the O2 then N3 demolitions. The Land Bank is currently on schedule to have demolitions complete by January-February 2026.

Ohio land banks were surprised by the sudden announcement from ODOD that the FY2026 Building Demo & Site Revitalization program applications would be due by November 19th, 2025. Very little notice was given, and we expected the applications to be due in late February/March as has been the case with the previous BD&SR program. Program changes include: A one-year program instead of a two-year program; a county set-aside of \$230,000 instead of \$500,000; applications due in November instead of February/March. Due to the quick turnaround required while administering the current BD&SR program, Aaron and Mr. Chmiel approached HAPCAP to act as the grant administrator for the FY26 program. Aaron was informed last week through a conversation with ODOD that only a rough budget needs to be submitted by the November 19th deadline to ensure we are applying for our county set-aside. The final property list and all supporting documentation will not be due until May 1st, 2026.

Aaron notes that Mr. Chmiel spoke with Shawn Carvin, Executive Director of the Ohio Land Bank Association, about what is required when bidding out group demolitions and he noted that our land bank does more than most. Mr. Carvin gave the example of another county that would approach a contractor with their list of demolitions and the amount budgeted in the grant for demos, and if the contractor was amenable to the dollar amount, they would contract with them for the full list of demos. Aaron notes that he would like the board's opinion on doing something similar with a contractor for the remaining group demolitions since the current program has taken so long.

Mr. Eliason asks what the total amount of the contract is. Aaron notes that the remaining amount for demolitions in the grant is \$209,500. This may trigger prevailing wage. Mr. Sappington asks if there is a financial savings aspect to this process. Aaron responds that it is less of a financial savings and more of a time savings to speed up the process for the remainder of the demolitions. Mr. Simons notes that he believes it is better to bid out each group for transparency and to spread around the funds. Mr. Eliason asks what the current bid procurement policy notes regarding the process. Aaron notes the current demolition policy notes that the land bank prepares detailed bid specs for demolition and solicit bids. Mr. Eliason suggests amending the language in the current policy. Ms. Jennings agrees with Mr. Eliason's assessment regarding conflicting language in the policy. Mr. Simons and Mr. Sappington agree that a fair middle ground would be to widen the language in the policy.

Motion by Mr. Sappington to change the language in the Demolition Policy to read "Land Bank or its agent will prepare detailed bid specs for demolition and can engage a competitive bidding process and/or a request for proposals process from pre-qualified contractors," 2nd by Mr. Eliason. All Yeas.

Aaron continues the update with the upcoming BDSR program, noting that land banks were notified that they would have approximately one month to submit their applications instead of the usual due date in late March. It was also confirmed that this will be a one-year program instead of two, with a proportionately reduced county set-aside of \$230,000. He continues that this adds a considerable amount to the workload, as we are still working through the previous BDSR program. Aaron and Mr. Chmiel determined that it would be helpful to contract HAPCAP as the grant administrators for the Fiscal Year 2026 BDSR program. There is a line-item in the budget for grant administration, so the cost of their work would be reimbursed. HAPCAP agreed to assist with the admin process. Mr. Sappington motions to approve contracting with HAPCAP for the administration of the FY2026 Building Demolition & Site Revitalization program, 2nd by Ms. Jennings. Mr. Chmiel notes this was a decision that had to be made outside of the board meeting as the deadline for the application was today, November 19th. Mr. Sappington asks how much will be allocated for grant administration. Mr. Chmiel responds that it is 10% of the total grant amount, so \$23,000. All Yeas with Mr. Simons abstaining.

Aaron further notes that ODOD modified the requirements for the November 19th submission due to the quick deadline, only asking for a very rough budget to be submitted to identify which counties would be applying for their full set-aside amount. We will have until May 1st, 2026 to complete submission for the property identification items.

Demolitions for the FY24-25 program have been grouped as follows:

Group N1: 21 E. 1st Street, The Plains; 26 N. Clinton Street, The Plains; 5 Oak Street, The Plains

Group N2: 319 Oak Street, Nelsonville; 902 Chestnut Street, Nelsonville; 23 Morgan Street, Glouster

Group N3: 4382 N. Gun Club Road, Athens; 8356 Marsh Street, New Marshfield; 4910 Vore Ridge Road, Athens; 11535 Carbondale Road, Nelsonville

Group O1: 20 Smith Street, Chauncey; 71 Main Street, Chauncey; 100 Main Street, Chauncey; 14 Mound Street, Chauncey

Group O2: 73 High Street, Glouster (back addition only)

Group O3: 24518 Rowley Lane, Coolville; 805 River Front Road, Hockingport; 21196 Chapman Road, Guysville; 20757 US 50, Guysville

Group P1: 55 Mill Street, Chauncey; 8 Ellis Avenue, Chauncey; 16 High Street, Chauncey; 16 Lexington Avenue, Chauncey

Group P2: 14560 McDaniel Road, Amesville; 20 Campbell Street, Nelsonville; ~~17759 SR-377, Bern Township~~

Group P3: 25 Town Street, Glouster; 29 Hill Street, Glouster; 34 Spring Street, Glouster; 50 Front Street, Glouster

Group P4: 10190/10194 Chase Road, Albany; 2388 Trout Road, Albany

Properties to be submitted to the FY26 program are currently as follows:

Owned or soon-to-be-owned by Land Bank:

6 Morgan Street, Glouster

50 Locust Street, Glouster

45 Atkins Street, Glouster

8800 SR-685, Glouster

8525 SR-78, Glouster

18692 Greens Run Road, Glouster

21 Braun Street, Glouster

66 Madison Street, Glouster

64 E Palmer Street, Jacksonville

15 N Third Street, Jacksonville

191771 Lake Drive, Trimble

0 Congress Street, Trimble (Across from Village Hall)

Submitted by Nelsonville Code Enforcement, Chauncey Code Enforcement, Waterloo Township Trustees:

29 Main Street, Chauncey

63 Converse Street, Chauncey

24 Mill Street, Chauncey

525 Patton Street, Nelsonville
839 High Street, Nelsonville
840 High Street, Nelsonville
500 Doolittle Hill Road, Nelsonville
5350 Gun Club Road, Athens

3. State Brownfield Grant Application

The downtown Glouster buildings at 73 High Street and 83/85 High Street will be submitted in the Port Authority's Brownfield application for asbestos surveys and remediation. Aaron notes that the goal is to complete some of the necessary pre-development work to make these buildings more appealing to potential end-users.

4. Update on previously approved projects

- A. 66 Madison Street, Glouster: Aaron met with the property owner on November 14th with Cherie Gall to finalize the donation. Jody will be performing a Level One Inspection shortly. Mr. Chmiel notes that the title work for the donation was originally supposed to be paid by the donor, but they did not have the funds available, and this acquisition would likely not have occurred if we could not determine an alternative path forward. He continues that he collaborated with the Village of Glouster to split the cost of the legal fees (totaling \$726.00) to complete the donation as this property would be helpful to acquire with the current reconstruction of the Madison Street bridge which is adjacent to the property. Mr. Chmiel motions that the Land Bank be authorized to evenly split the \$726.00 in legal fees for the donation of 66 Madison Street, Glouster with the Village of Glouster, 2nd by Mr. Sappington. All Yeas.
- B. 0 Congress Street, Trimble: Cherie Gall is currently preparing the legal documents for this donation. This is a property that has been a problem for the Village of Trimble for a long time, and Mr. Chmiel was able to secure signatures on an MOU from all the property owners so the donation could occur.
- C. 233/235 Kontner Street, Nelsonville: Tree removal is underway.
- D. 20 Campbell Street, Nelsonville: Tree trimming occurred last week. The house will be added to the Group P2 demolitions.
- E. Rehabs: Land Bank Rehabs or new construction underway or nearly completed in the county: 24 Cherry Street, 141 Monroe Street, Nelsonville; 75 High Street, Glouster; 217 Harper Street, Nelsonville; 19476 Maple Street, Trimble; 4070 Washington Road, Albany.

5. Rural Acquisition (Pay-in-advance) Program Projects

1. Haga Ridge Road, Rome Township (2 parcels, LB-2024-01): Currently in the closing process. We are waiting on the two remaining payments from original applicant Richard Cremeans before transfer can occur. Aaron notes that he will be meeting with the end-user to receive the second payment today.
2. 0 Marietta Avenue, Buchtel (3 parcels, LB-2025-06): The end-users signed the PIA contract on November 7th. Ordering a title search and tax certificate purchase are the next steps.

6. Update on pending dispositions

1. 184 Sheppard Street, Nelsonville: Aaron is in communication with the end-user to schedule a closing.
2. 23 Morgan Street, Glouster: Aaron notes that closing will occur later this afternoon.
3. 19537 S Center Street, Trimble: It is likely that this property will be re-added to the Land Bank's website.
4. 354 Chestnut Street, Nelsonville: Closing occurred on October 20th, 2025.

7. Update on 47 Main Street, Chauncey litigation

The Village of Chauncey submitted a letter to the Land Bank noting that demolition and site cleanup of 47 Main Street has occurred to their satisfaction. Payment to Athens Preservation will be remitted shortly. Aaron notes that the Land Bank will remit payment to Athens Preservation for the settlement amount of \$27,000.00 and the Village of Chauncey will be paying Athens Preservation \$6,000.00 for the conveyance of the property. The village will also be reimbursing the Land Bank \$10,000.00 as a contribution toward the settlement amount.

8. Community Development Block Grant opportunity in collaboration with HAPCAP for downtown revitalization

The construction work was awarded to Stockmeister Construction, and the contract has been signed by the County Commissioners. Aaron notes that this is for the new roof and façade reconstruction at 87 High Street, Glouster. Mr. Simons adds that there was additional asbestos discovered which created a delay in the project timeline.

9. WHO application with Habitat for Humanity of Southeast Ohio
The structures at 923 and 931 High and 823 Walnut, Nelsonville are all but complete. The structure at 823 Walnut Street, Nelsonville is not far behind. Habitat has noted that construction will begin shortly on the next build on Poston-Salem Road.

Aaron submitted a reimbursement request to both the WHO-Purchasing (\$220,000) and WHO-Rehab & Construction (\$60,000) facets of the program. 931 and 923 were purchased from Habitat on October 24th, 2025. Closing with the new homeowners should occur before the end of the year.

Ken Oehlers, Executive Director of Habitat for Humanity SEO, was present at the meeting. He notes that the delay in WHO reimbursements is due to housing conferences and a small number of staff. He continues that the High Street homes will close within the next few weeks, and the dedications will occur in the afternoon so more folks can attend. Work is continuing with the Walnut Street build with an expected delay due to title issues. He anticipates closing will occur for the Poston-Salem home in March. He adds that the guidelines for the next WHO program have been released, and Habitat can apply for the funds themselves. He is planning a multi-county project application that will serve the region. This will include projects in Athens County as well as 7 other counties in their purview. 7 houses will be targeted for Athens County. He ends noting that he would like board approval at the December meeting for a letter of support.

10. 10190/10194 Chase Road, Albany project
The Phase II Environmental Site Assessment is scheduled to occur on Tuesday, November 18th.

11. Clerk of Court fees

A tentative agreement was worked out which will entail the Land Bank making full payment to the Clerk on certain cases that the LB initiated with private counsel. That payment of approximately \$8,000.00 was made to the clerk to cover those costs in July. Costs have been completely dismissed on cases that were "transferred" to the Common Pleas Court from the Board of Revision against the wishes of the plaintiff. Those cases were dismissed by the BOR in early July. We are now waiting for the Prosecutor to review the analysis prepared by the Clerk's deputy and move the whole initiative forward. The amount remaining in dispute seems to be about \$31,800.

The final settlement may have to be approved by the judges, who control court costs, if that settlement calls for waiving any portion of the court costs. Chair Wasserman recommended at the June meeting that the board engage Jeffery Harris of Bricker and Graydon to represent us in this matter as it is a very particular area of law where our ordinary counsel has no expertise. The board approved that representation,

but we have held off signing an engagement letter pending the outcome of the Prosecutor's analysis and where the whole initiative stands.

At the August meeting, the board voted to move forward with remitting payment to the Clerk of Courts in the amount determined to be the "remaining balance" contingent on the Prosecutor's acceptance. We are awaiting notice from the Prosecutor's office and will move forward with payment at that time.

Aaron notes that the last he heard from the Prosecutor's office was October where TL Warren noted that the Clerk of Courts was in the process of reviewing items so that a more comprehensive spreadsheet of outstanding costs could be supplied to the Land Bank.

Mr. Sappington notes that the Prosecutor's office informed him they requested in writing a request to waive the DTAC fees but did not receive one. He will put a request on letterhead to submit to them. He continues that there is a meeting with the Prosecutor's office scheduled for tomorrow, November 20th.

12. 15 W. Stimson project (Ambassador Laundries) with the Port Authority

Aaron worked with Mollie Fitzgerald from the Port Authority to determine if there was a way to conduct brownfield cleanup at the Ambassador Laundries site. We were informed by our Tetra Tech representative that other Land Banks have engaged this type of brownfield remediation by having the property transferred to them, then transferred back to the owners upon completion of the remediation. Our legal counsel reviewed this proposal and after his own investigation and conversations with ODOD, it was determined that this would not be a viable path forward. The Port Authority will continue with this project, but the Land Bank will not have any involvement.

Aaron notes that he spoke with the Mahoning County Land Bank who is engaging a similar project, and they will supply their final outcome to him once the project is complete which could offer a path forward if a similar situation arises in the future.

13. Self-Funded Demolitions

Self-funded demolitions have been put on hold with the announcement of the FY26 BDSR program's imminent application deadline. Properties previously determined to be demolished as self-funded demolitions will be submitted with the FY26 BDSR application. As we acquire additional properties in our pipeline, we will likely establish a new group of potential demolitions that can be self-funded.

14. Fall Land Bank Summit

Aaron and Jody attended the second annual Fall Land Bank Summit will take place on October 23rd, 2025 in Marietta, OH. Presentations were given by a few local folks, including Ric Wasserman, Mollie Fitzgerald, and Connor LaVelle. It was an excellent conference with a lot of discussion around problem-solving for nascent or rural land banks.

15. New steward for the Land Bank credit card

Mr. Sappington has been added as a signatory to the Land Bank's bank account. We are in the process of ordering a new credit card. The previous credit card was a personal liability credit card and was set up with Mr. Wasserman's SSN. Seana Amodio at Hocking Valley Bank has been working with us to present options for business credit cards.

Mr. Sappington adds that he recently had a discussion on interest-accruing bank accounts during the land bank panel at the Treasurer's conference. He notes that he received several possibilities on potential types of accounts that we could engage. Motion by Mr. Chmiel to authorize Mr. Sappington to solicit options for the Land Bank to invest funds, 2nd by Mr. Simons. All Yeas.

16. Trimble Township Wastewater Treatment District

At the October board meeting, Aaron reviewed the current situation with TTWWTD. In summary, the Land Bank filed the necessary document with the TTWWTD board to abandon 13 sewer taps in May 2025. After the document was signed and recorded, the Land Bank was informed that TTWWTD would be reviving a process of theirs where we must cap the sewer taps ourselves, and we would still be receiving bills for the taps until they were capped and inspected. The process was prolonged after there were three meetings scheduled with TTWWTD where its staff did not show up with no notification to the Land Bank staff that they would not be able to make the meetings. Jody has had to dig 4+ feet at several locations to find and cap the sewer taps, with some of the taps not being present in the locations we were informed to look by TTWWTD. The Land Bank has paid upwards of \$2,000.00 since the time the abandonment agreement was signed and recorded.

The board voted to send a letter to the TTWWTD board outlining the events and noting that we would not be paying bills for taps listed in the abandonment agreement moving forward. The letter was sent on November 12th.

Mr. Oehlers suggests calling in an OOPS ticket if there is any issue when trying to meet with them in the future. Habitat has had to do this several times. He also notes they have a device like a lateral launch camera that allows them to go up the main and find the taps if we continue having trouble finding tap locations.

17. New website for the Land Bank

At the October board meeting, it was voted that the Land Bank move forward with a new website build as presented by Eden Marketing (\$4,000.00 for the website build, \$2,000.00 up-front, \$25.00/mo hosting fee, optional quarterly fee of \$25.00 for updates and maintenance) upon determining where the funds would come from in the Land Bank's budget. After review, Aaron and Mr. Chmiel propose the funds be directed from the Sale of Properties line-item. \$60,000.00 was budgeted and the to-date income from property sales is \$94,403.00.

Motion by Mr. Simons to authorize the expenses for a new website build, noting that the funds will come from a higher-than-budgeted income from property sales, 2nd by Ms. Jennings. All Yeas.

New Business

1. Media/Storytelling with Tri-County Career Center
In accordance with our strategic plan, Mr. Chmiel has been coordinating with Joe Higgins at Tri-County on a storytelling project for the Land Bank. He notes that the story highlight will be on the old Coffee Cup site at 615 W. Washington Street, Nelsonville, which now hosts Fannin Family Farms. He suggests that the next highlight should be on a Habitat build.
2. Badger Construction Co. Court Case
Nathan Hanning of Mollica, Gall, Sloan & Sillery Co notified Aaron and Mr. Chmiel that Judge McCarthy ruled in favor of our Motion for Judgment on the Pleadings and the case is closed. Aaron notes that Mr. Hanning suggested dismissing the counterclaim we filed, and that has occurred as well.
3. 2026 Budget
Aaron and Mr. Chmiel have begun preliminary steps to prepare the 2026 budget for review at the December board meeting.
4. Dispositions
No dispositions.

5. New Projects

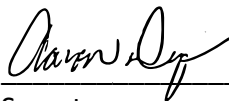
Taxes Owed	Last Pymt	Parcel ID	Owner Name	Property Address

No new projects.

6. Scheduling of next meeting: December 17th, 2025. Mr. Chmiel suggests meeting in the Commissioners' meeting room in Athens.

7. Adjournment: Motion to adjourn by Mr. Eliason, 2nd by Mr. Simons. All Yeas. Adjournment at 12:19 PM.

Minutes submitted for approval by Aaron Dye, Secretary


Secretary

12/17/2025
Date

Approved, as amended (if any) on 12/17/2025