

**ATHENS COUNTY LAND REUTILIZATION CORPORATION**  
**BOARD OF DIRECTORS – MINUTES**  
[www.AthensCountyLandBank.com](http://www.AthensCountyLandBank.com)

LOCATION: Live meeting held at Athens County Administration building, Commissioner’s meeting room with guests joining on Google Meet (<http://meet.google.com/zsk-oegh-dkk>)

DAY/TIME: Called to order on Wednesday, December 17<sup>th</sup>, 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, Steve Patterson, and Nathan Simons arriving after roll call.
2. Motion to approve agenda by Mr. Sappington with the amendment of adding credit card and bank account updates, 2<sup>nd</sup> by Mr. Eliason. All Yeas.
3. Motion to approve minutes from November 19<sup>th</sup>, 2025 board meeting by Mr. Sappington, 2<sup>nd</sup> by Mr. Eliason. All Yeas.
4. Financial Report from Treasurer LaVerne Humphrey

<b>Summary</b>	
Starting Balance	472,563.00
Actual Cash In	67,563.00
Actual Cash Out	9,921.29
Ending Balance	530,052.71

Ms. Humphrey reviews the finance summary. She notes that the \$60,000 deposit was from the Welcome Home Ohio-Rehab & Construction grant, which is just a passthrough to Habitat for Humanity. Aaron reviews the Welcome Home Ohio process, noting that it looks like a lot of money coming and going, but at the end of the day the Land Bank will net \$10,000 per new build. Motion to approve the financial report by Mr. Sappington, 2<sup>nd</sup> by Mr. Patterson. All Yeas.

Business:

## Old Business

1. Update on acquisition process/pipeline

We have filed petitions with the Auditor's office to have the following properties transferred to us from the forfeited lands list: 64 E. Palmer Street, Jacksonville; 31 Town Street, Glouster; 8810 SR-685, Glouster; 2<sup>nd</sup> parcel at 191771 Lake Drive, Trimble. We are waiting to receive the Order of Forfeiture for 23 Fairlawn Avenue, Glouster.

2. State Demo project

The Group N3, O1, and O2 demolitions have been completed by Hutton Excavating. Proposal specifications for the O3 and P1 demolitions are due on Thursday, December 18<sup>th</sup>. The final two group demolitions (P2 and P3) will begin the proposals process once we receive the asbestos surveys. The Land Bank is currently on schedule to have demolitions complete by January-February 2026.

Ohio land banks were surprised by the announcement from ODOD that the FY2026 Building Demo & Site Revitalization program applications would be due by November 19<sup>th</sup>, 2025. Other guidelines for this program include that it is a one-year program instead of a two-year program, and the county set-aside is \$230,000 instead of \$500,000. With one month to assemble and submit an application, Mr. Chmiel and Aaron reached out to HAPCAP for grant administration assistance. ODOD later informed counties that the only item due on the November 19<sup>th</sup> submission date would be a simple budget outline. All other items related to property identification will not be due until May 1<sup>st</sup>, 2026. Aaron notes that the self-funded demos discussed earlier this year are put on hold as most of the properties owned by the Land Bank have been submitted as projects in the FY26 BD&SR program.

Demolitions for the FY24-25 program are currently grouped as follows:

Group N1: 21 E. 1<sup>st</sup> 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: 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: 20 Smith Street, Chauncey; 55 Mill Street, Chauncey; 8 Ellis Avenue, Chauncey; 16 High Street, Chauncey; 16 Lexington Avenue, Chauncey

Group P2: 14560 McDaniel Road, Amesville; 2388 Trout Road, Albany

Group P3: 25 Town Street, Glouster; 29 Hill Street, Glouster; 34 Spring Street, Glouster; 50 Front Street, Glouster; 20 Campbell Street, Nelsonville

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 were submitted in the Port Authority's Brownfield application for asbestos surveys.

Aaron notes that the application for these buildings is primarily for asbestos work. The goal is to make these structures more accessible to developers by completing some of

the necessary repair work. Mr. Chmiel notes that 73 High Street is the blue building next to Sam's Gym, and that there is an interested end-user with a plan to utilize the site for his business.

#### 4. Update on previously approved projects

- A. 0 Congress Street, Trimble: We should be moving forward with closing on this donation by the end of the year. Aaron notes that this has been a problem property for the Village of Trimble for many years, and Mr. Chmiel led the process to have claimants to the property work toward donation.
- B. 233/235 Kontner Street, Nelsonville: Tree trimming has occurred and the large trunk that had the canopy removed this summer has been felled. We are looking for someone who wants the wood and/or can haul it away. Aaron notes that he spoke with Jody earlier this morning and one neighbor has submitted a complaint that the roof may have dropped a nail that flattened her tire. We will be receiving estimates for any necessary roof repairs and Jody is working with the neighbor to ensure that their tire is replaced. Aaron continues that we are still looking for someone to haul away the remaining stump of the tree that was cut down in the back yard.
- C. 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; 354 Chestnut Street, Nelsonville.

Aaron notes that 3 Main Street, Glouster may come up for disposition in January. Ms. Humphrey asks if the contiguous property with a rental house is in our pipeline. Aaron notes that it is not, but it could potentially become a project in the future.

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

- 1. Haga Ridge Road, Rome Township (2 parcels, LB-2024-01): Currently in the closing process. The new deed has been prepared. The end-user has one final payment to make before the end of the year. Conveyance of the parcel will occur at that time.
- 2. 0 Marietta Avenue, Buchtel (3 parcels, LB-2025-06): The end-users signed the PIA contract on November 7<sup>th</sup>. Mr. Sappington and Aaron have been reviewing the current steps to take in the rural acquisition process, the first of which includes purchasing a tax certificate from the County Treasurer. After speaking with other County Treasurers and the Athens County Prosecutor's office, it seems like we have a good path forward and the tax certificate purchase will occur shortly.

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: Closing occurred on November 19<sup>th</sup>, 2025.
3. 19537 S Center Street, Trimble: After a lot of back-and-forth with the end-user that the current disposition requirement regarding not transferring a property until a point of satisfaction is reached in their development project, they have not engaged in contact. Motion by Mr. Patterson to return the property to our inventory and re-list it on our website, 2<sup>nd</sup> by Mr. Sappington. All Yeas.

7. 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. There is a notable lead time on shipment for the facade bricks. Mr. Simons notes that there is nothing further to add at this time.

8. WHO application with Habitat for Humanity of Southeast Ohio

Final closing for 923 and 931 High Street, Nelsonville is scheduled for this coming Monday. The dedication for these new homes will occur later that same day on Monday, December 22<sup>nd</sup> at 2:00 PM. Aaron notes that Mr. Oehlers of Habitat said it best during the November board meeting when informing the board that these are builds that would have otherwise not happened and the funding helped keep a construction crew lead employed.

9. 10190/10194 Chase Road, Albany project

The Phase II Environmental Site Assessment occurred on Tuesday, November 18<sup>th</sup>. Tetra Tech has confirmed that the results have come in and they're finishing the final report.

10. 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.

Mr. Sappington notes that he has met about this subject more about anything else. In his meetings with the Clerk of Courts, Prosecutor's office, and other County Treasurers and all have noted that there is no option to negotiate court costs without going to court. There is a final understanding of what is owed and the solution could be the Land Bank paying the cost and whatever comes back to the Treasurer's office can be paid back to the Land Bank from the Treasurer's DRETAC. Mr. Sappington continues that the Prosecutor's office noted they were not yet ready to advise him to move forward with that process until they can review the situation further. Mr. Chmiel responds that it is no issue to wait a little longer to ensure we do this right.

Mr. Sappington provides an update on the new credit card for the Land Bank, noting that Hocking Valley mistakenly opened the account in his name and credit and are working on remedying the situation. The new card application is underway and will be in the Land Bank's name instead of the name of one individual board member or employee.

Additionally, he met with Hocking Valley bank regarding investment options to earn a little interest for operations. The offer is a 3.85% interest rate for a Certificate of Deposit. Mr. Chmiel asks how much money we should deposit. Mr. Sappington notes that it will be a 6-month CD and the funds wouldn't need to be held for the entire budget year, but we would need to ensure that we not need the funds until July or so. Mr. Eliason asks what the largest amount of funds needed at one time has been. Aaron responds that in the coming year, the biggest payment made at one time will likely be the Clerk of Courts payment. Aaron notes that the current bank balance should be viewed with \$60,000 less than the financial report states, as that money will be transferred out shortly since it is a grant passthrough to Habitat. Mr. Sappington proposes an initial amount of \$50,000 locked for 6 months while building a ladder as

our budget becomes clearer. Mr. Eliason moves to deposit \$100,000 in a Certificate of Deposit at Hocking Valley Bank, 2<sup>nd</sup> by Mr. Sappington. All Yeas.

11. 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 12<sup>th</sup>.

Aaron spoke with TTWWTD's legal representation on Friday, December 12<sup>th</sup>. They informed him that the TTWWTD board discussed the issue and they would extinguish any current amount owed on the taps listed in the abandonment and would work with us after the first of the year to cap any remaining taps.

Mr. Eliason motions that we should send them a letter of thanks for resolving the situation, 2<sup>nd</sup> by Mr. Sappington. All Yeas.

12. New website for the Land Bank

Eden Marketing has scheduled a meeting with Aaron on Thursday, December 18<sup>th</sup> to review the first draft of the new website. Mr. Chmiel notes this is an important item in achieving goals in our strategic plan.

13. 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.

14. 2026 Budget

Aaron and Mr. Chmiel have prepared a preliminary budget for final approval in January. Mr. Chmiel notes that he has reviewed the 2025 profit and loss statement with Aaron and Ms. Humphrey and it has been a good exercise in understanding how items are coded in QuickBooks. Aaron notes that one item to note in the preliminary budget that our BD&SR reimbursement line item is much smaller than anticipated, which is due to the program not beginning until much later than expected. The reimbursements will occur in 2026 instead. All other items look to be underbudgeted.

Mr. Sappington asks if the budget document could be shared with him. He also asks what the net position number is. Aaron says it will be shared and shows the number for net position. Aaron continues that he would like to be more mindful when it comes to staggering the grant reimbursements in the budget. Motion to adopt preliminary budget by Mr. Eliason, 2<sup>nd</sup> by Mr. Sappington. All Yeas.

**New Business**

1. Letter of Support for Habitat of Humanity of Southeast Ohio  
Executive Director Ken Oehlers asked at the November board meeting that approval for the Land Bank to submit a Letter of Support for their upcoming Welcome Home Ohio Application.

Aaron reads the letter supplied by Mr. Oehlers. Motion to sign and submit the letter of support by Mr. Patterson, 2<sup>nd</sup> by Mr. Chmiel. All Yeas.

2. Contract with JL Uhrig for Hinkle Filing  
Our contract with JL Uhrig, who we usually work with for our annual required Hinkle Filing, has expired. They have sent over a new contract which notes the work will not exceed \$1,900.00. We would like board approval before moving forward with signature.

Motion to contract with JL Uhrig for the Land Bank’s yearly Hinkle Report filing by Mr. Eliason, 2<sup>nd</sup> by Mr. Sappington. All Yeas.

3. Dispositions  
No dispositions.

4. New Projects

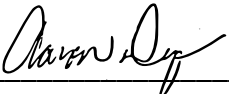
Taxes Owed	Last Pymt	Parcel ID	Owner Name	Property Address
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No new projects.

- 5. Scheduling of next meeting: January 18<sup>th</sup>, 2025
  
- 6. Adjournment: Motion to adjourn by Mr. Eliason, 2<sup>nd</sup> by Mr. Patterson. All Yeas.  
Adjournment at 11:50 AM.

Minutes submitted for approval by Aaron Dye, Secretary

 1/21/2026  
Secretary Date

Approved, as amended (if any) on 1/21/2026