

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

**LOCATION:** Live meeting held at the Athens County Administration Building with guests joining virtually on Google Meet (<https://meet.google.com/bbz-ywph-ygf>)

**DAY/TIME:** Called to order on Wednesday, July 19<sup>th</sup>, 2023 @ 11:00 AM

**PURPOSE:** Regular meeting to consider the following business:

**Board Administration – 5 minutes**

1. The meeting was called to order by Ric Wasserman, Chair. Roll Call by Aaron Dye, Secretary. Board members present were Ric Wasserman, Township Trustee Gregg Andrews, Commissioner Chris Chmiel, and Andrew Chiki for Mayor Steve Patterson.
2. Motion to approve agenda by Mr. Andrews, 2<sup>nd</sup> by Mr. Eliason. All Yeas.
3. Motion to approve minutes from June 14<sup>th</sup>, 2023 board meeting by Mr. Chiki, 2<sup>nd</sup> by Mr. Chmiel. All Yeas.
4. Financial Report – Treasurer LaVerne Humphrey

| Summary          |            |
|------------------|------------|
| Starting Balance | 540,333.42 |
| Actual Cash In   | 2,500.00   |
| Actual Cash Out  | 87,493.29  |
| Ending Balance   | 455,340.13 |

Ms. Humphrey notes that there was one property purchase by Gary Arnold (21 W. High Street, Jacksonville). Three large outgoing payments to Tetra Tech, Good Builders, and Engle Excavating. Mr. Wasserman notes the second half of the tax settlement will arrive in August or September. He continues that the Land Bank is ahead this year in terms of property sales and says that the Land Bank has benefited greatly from the ODOD BD&SR program. Motion to approve the financial report by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas.

**Business:**

**Old Business – 20 minutes**

1. Update on acquisition process/pipeline – Mr. Wasserman

i) Properties acquired since June board meeting:

23 Morgan Street, Glouster and 34 Spring Street, Glouster have been acquired. Assistant Prosecutor Zach West has filed several more cases and with the exception of a couple of difficult cases we are very close to up-to-date with Land Bank case filings. Recently filed include 2022-06 (SR 685, Klingenberg), 2021-08 (Maple St., Glouster, Levandofsky), 2021-04 (Sylvester, 4011 Circle Dr., New Marshfield-although this property owner subsequently entered a payment plan). We did have a case dismissed because the owner paid the taxes off, 2022-09 (Lake Dr, Trimble - Exline).

Mr. Wasserman notes that the Land Bank is running toward the end of the acquisition pipeline. There are 9 unfiled projects that will be worked through over the next couple months. He continues that the Land Bank is looking for new projects and to reach out to himself or Aaron so they can be investigated.

2. State Demo project: Update from Mr. Wasserman

The applications were due on February 28<sup>th</sup>, 2022. The Land Bank applied to demolish 42 buildings and six mobile homes across the county. We have finally been notified of our approval for the entire \$734,000 of our grant request! This means that all of the projects on our demo list will be funded though some of them are now moot due to sales or owner-demos. Aaron submitted the first reimbursement request for the amount of \$129,674.25, which was approved by ODOD and was received in our account on Dec. 30<sup>th</sup>, 2022.

Asbestos inspections and remediation have been completed on structures in the upcoming Group L demolitions. Structures in Group L include: 26070 Congrove Street, Coolville; 26540 Main Street, Coolville; 472 SR-124, Hockingport; 62 Firehouse Drive, Glouster; 19549 Congress Street, Trimble (Garage at Village Hall). Aaron has completed the bid specifications for the demolitions, and we expect them to be made public shortly.

The ODOD informed the Land Bank that substitutions would now be allowable under the program rules. So far, 7 structures that were submitted as projects are no longer slated for demolition due to various reasons such as owners demolishing the structures themselves, property sales, or revocation of approval. Ric and Aaron have discussed adding the following properties to the grant program as substitutions: 3 Fairlawn, Glouster; 42 Front, Glouster; 631 Cherry, Nelsonville; 1128 High/Poplar, Nelsonville; 63 E. Main, Glouster. Aaron had a discussion with Matt Wagner from Tetra Tech regarding the service station at the Washington Road property in Lee Township. He informed us that we could use this substitution opportunity to demolish the remnants of the old service station, and Tetra Tech would still utilize BUSTR funding to remove any remaining storage tanks and execute any necessary soil remediation.

Aaron notes he intends to publish the bid specs by Friday, July 21<sup>st</sup>. Mr. Wasserman asks what the substitution process looks like. Aaron replies that once everyone approves the suggested list of substitutions, he will have to fill in a spreadsheet supplied by ODOD. Mr.

Chmiel asks if the Land Bank would be performing remediation with ODOT funding or BUSTR funding. Mr. Wasserman responds both, that the service station would be demolished with ODOT funding and the remediation would be funded through BUSTR.

3. State Brownfield Grant Application

In collaboration with the Athens County Port Authority, we made application for several brownfield remediation projects around the county that had previously been Land Bank projects. As part of this program the Jacksonville-Trimble school, vacant and dilapidated for over 40 years, has been torn down. Two other projects have had assessments completed and will be shifted to the OEPA BUSTR program for remediation. Greening has been carried out at the Jacksonville-Trimble school, marking the demolition as complete. The old service station at 83 Columbus Road, Athens was demolished on February 24th, 2023. The one remaining contact the Land Bank has with the Brownfield program is the Washington Road property in Lee Township. Once the Environmental Site Assessments are complete, the Land Bank will be submitting an application to the BUSTR program for demolition and remediation. At the April 2023 board meeting, Mr. Wasserman noted that there was a state budget revision in-process for \$500 million to go toward demolition and brownfield remediation.

5. Update on previously approved projects: Mr. Wasserman

- A. Rehabs: Land Bank Rehabs underway or nearly completed in the county: 24 Cherry Street (new owner), Glouster; 141 Monroe Street, Nelsonville; 354 Chestnut Street, Nelsonville; 637 High Street, Nelsonville. North Fairlawn Property Group has informed the Land Bank that the renovation of 130 Jefferson Street, Nelsonville has been completed. Aaron will be visiting the site soon and will report back with photos. Additionally, Tony Dunfee has informed us that 141 Monroe is now under renovation on the inside and should be done by fall.

6. Rural Acquisition (Pay-in-advance) Program Projects:

- 1) 4070 Washington Road (3 parcels, LB-2021-16): We have acquired this property. See below for update on environmental remediation at this property. Aaron and Ric conducted a level one inspection of the house on the property, which seems to be in very good condition. We now have several potential end users for this property. Tetra-Tech was at the house on February 1<sup>st</sup> to install a monitoring well into the bedrock. As stated above, once the Environmental Site Assessment is complete, an application will be submitted to the BUSTR program for remediation and demolition.
- 2) 110 High Street, Glouster (LB-2022-08): This property was transferred to the Land Bank on November 29, 2022. The previous owner has removed items from the structure. Jody and her waste diversion crew have been working to clean out the building.

- 3) 3012 Perry Ridge Road, Nelsonville (LB-2023-02): Pay-in-advance with Chris Breeze.
- 4) SR-691, York Township (LB-2023-03): Pay-in-advance with Jeff and Laura Brown.
- 5) Nelsonville Avenue, Stewart (LB-2021-11): Pay-in-advance with Charles Cochran.

Mr. Wasserman notes that he has had conversation with legal counsel about updating the pay-in-advance contract as it doesn't cover the property going through sheriff's sale. Mr. Chmiel asks if all pay-in-advance properties have gone to the folks who signed the initial contracts. Mr. Wasserman responds yes, and in most cases they are properties not desired by others.

7. Brownfield Remediation Projects:

1. See sections 5 & 6 for details.

8. Update on pending dispositions:

1. The end-user for 8001 SR-78, Glouster is attempting to find a surveyor to perform a pin survey on the property which must be done before it can be conveyed. The end-user informed Aaron the morning of the meeting that a surveyor was found.
2. A new survey is needed for 32 Locust Street, Glouster. The Land Bank informed Allen and Joyce Flowers that we would be willing to split the cost of a new survey. We're currently in the process of ordering a new survey. Tim Newman informed Aaron that he would check out the property and get back to us whether or not he could take it on and what the estimate would be. He has not yet returned Aaron's attempts at contact. Mr. Wasserman notes that Aaron may want to contact Beha Surveying.
3. Closing for 61 Summit Street, Glouster is expected to occur by the end of July.
4. 3798 Woodlane Drive, Nelsonville: On today's agenda.

9. ARPA request in the amount of \$200,000 for demolitions and nuisance properties in collaboration with the Health Department

1. A request was sent to the Commissioners, and was then sent to their Auditors to verify that it is an approved expense. We have received neither an approval nor a denial of this request. At the April board meeting, Mr. Chmiel noted that it was his opinion that the Land Bank could do some of this work with its own funding. Mr. Eliason informed us that a letter would be sent once an official determination is made.

10. Update on 47 Main Street, Chauncey

The deadline for Mr. Funk to respond to the Village of Chauncey's condemnation notice and the letter from the Land Bank's legal counsel was June 16<sup>th</sup>, 2023. Chauncey Code Enforcer Drew Daniels notes that Mr. Funk did not respond by the June 16<sup>th</sup> deadline and the municipal condemnation was executed. Mayor Amy Renner notes that the village is moving

forward with the rest of the condemnation process. Mr. Wasserman asks if they have heard from Mr. Funk. Mayor Renner responds no, they have not. Mr. Wasserman continues that the board will have to make a decision on what to do next. Mr. Chmiel would like to make a motion to continue with filing the lawsuit, 2<sup>nd</sup> by Mr. Eliason. All Yeas.

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

At the April board meeting, it was voted to authorize HAPCAP to write a letter on behalf of the Land Bank's behalf to the Commissioners for the Flexible Grant Program. The program begins accepting letters of interest on July 1<sup>st</sup>, 2023. The cap is \$250,000 and can be used on up to three buildings. Mr. Chmiel notes that Nathan Simons came to a recent Commissioners meeting and prioritized this project. Mr. Simons contacted the state, and they had some questions, specifically regarding if there was an end-user. Mr. Chmiel informed him that there was an interested end-user for one of the buildings. They began accepting LOIs on July 1<sup>st</sup> and the process is moving forward. Aaron asks if he or the Land Bank needs to provide anything currently. Mr. Chmiel responds no, not yet. He continues that the Land Bank being able to provide some funding for match would be beneficial. Mr. Wasserman notes that the grant is for \$250,000 and asks what the match would be. Mr. Chmiel responds that Mr. Simons will likely come back to us asking for more information about match.

12. 11 Maple Street, Gloucester Renovation

The Land Bank board has approved moving forward with a renovation at 11 Maple Street using Sanborn Family Builders as our contractor. Jody and her crew have completed the pre-renovation work and a pest control company has been contracted to perform any necessary pest problems. Sanborn expects to begin the renovation shortly once their current project in Athens is completed.

Mr. Wasserman notes that this is a simple renovation, but there are some sticky issues around the property. In the backyard, we will need to figure out how to address the trees as well as the alley access. He continues that there is a potential issue with a neighbor, as there is a fence between the house and the neighbor's property and while he is unsure who the fence belongs to, they are piling block and rubble on their side and it is causing problems with the structural integrity of the fence.

13. Land Bank Network (Quarterly) Meeting

The OLBA will be holding the summer quarterly meeting in Mansfield on July 27<sup>th</sup>. We anticipate Ric and Aaron will attend. Any other board members who wish to attend are welcome. Please see Ric or Aaron for details. Mr. Wasserman notes that one of the big topics of discussion will be the Welcome Home Ohio program that was put in the budget by the state for Land Banks to renovate houses. Mr. Chmiel asks if the Land Bank will have to own the properties. Mr. Wasserman responds that he will have to check, but believes the answer is yes.

#### 14. New office space for Aaron

At the June board meeting, the board allocated up to \$5,000 to be spent on setting up Aaron's new office space. Bob Toy has noted that the old radiators have been removed and a vent was added to the room. We expect to see a draft lease agreement from him soon.

#### New Business – 10 minutes

1. Future Dispositions – Several potential dispositions are in progress, and we hope to bring them to the board soon. They include:
  - a. 20 Campbell Street, Nelsonville (LB-2018-43): This property was recently acquired, and we believe it to be a candidate for renovation. Waste diversion is currently being carried out at the house. It was inspected by local contractor Danny Yahini and it is his opinion that the structure can be renovated. He estimates it would cost \$25,000-35,000 in materials to successfully renovate. No project proposals were submitted on the prior October 19, 2022 deadline. Athens County Planner Laura Olbers confirmed with us that this property is in the floodplain and would need to be elevated 6 inches above the base flood elevation if renovated. A new end-user is interested in touring the property and will be in contact with Jody to set up an appointment shortly.
  - b. 38 Main Street, Glouster (LB-2018-73): Large blue boarded up Victorian house in Glouster. A new end-user has come forth with an interest in renovating the house. He is currently composing a prospectus. Our Property Manager, Jody Barnes conducted a tour for a new interested end-user on December 15, 2022. A request for project proposals was sent out with a deadline of Thursday, February 9<sup>th</sup>, 2023 for submissions. No end users submitted proposals.
  - c. 21 W. High Street, Jacksonville (LB-2019-40): On today's agenda.
  - d. 8160 State Street, Stewart (LB-2020-10): A dilapidated house formerly occupied this structure. A qualified end-user is in the process of purchasing the property contiguous with this one, which has a usable septic system. His plan is to build on the 8160 State Street parcel and hook into the septic system on the adjacent property which he is purchasing. We expect this property to come up for disposition within the next couple of months.
2. Request to move forward with structural assessments of Downtown Glouster buildings.

Niru Dabholkar of Barber & Hoffman Inc. forwarded the Land Bank estimates for performing detailed structural assessments on 73 High, 83/85 High, and 87 High, Glouster. These inspections would include structural assessments of the facades, working closely with a restoration contractor of our choosing to determine strategic locations for investigative openings for visual assessments (often by making holes in

the floor or ceiling), determining if the buildings or portions of the buildings are worth salvaging including recommendations on restoring the structural integrity of the buildings if applicable, determining preliminary structural restoration costs, sealed memos for each building, and identifying emergency measures that may need to be taken. The proposed fees were:

73 High Street: \$11,750

83/85 High Street: \$11,750

87 High Street: \$9,800

In collaboration with the Port Authority, we were able to secure a grant through OhioSE that would cover \$10,775 of the cost.

Motion to contract with Barber & Hoffman for the structural assessments of the High Street, Glouster buildings by Mr. Chmiel, 2<sup>nd</sup> by Mr. Eliason. All Yeas.

3. Appalachian Community Grant Application

- i. One of the primary focuses of this program is on downtown revitalization. Mr. Chmiel brought up the downtown Glouster buildings and took the grant planners on a tour of the buildings. Update from Mr. Chmiel. Mr. Chmiel took Designing Local to check out the High Street, Glouster buildings. Mr. Wasserman asks what the timeline is like for this program. Mayor Renner notes that the Village of Chauncey has a meeting with them in August, and that is likely around the deadline. Mr. Chmiel says we would be part of 10 other projects they're doing in Chauncey, Amesville, and other areas. Mayor Renner notes that ODOD tried to drop some projects that weren't fitting. Mr. Chmiel notes that downtown revitalization is one of the areas they would like to work in.

4. Additional parcel at 4667 Sand Ridge Road, Guysville

- i. 4667 Sand Ridge Road was disposed to Dixon Rentals LLC in May 2023. There is a small sliver of a parcel contiguous with one of the 4667 Sand Ridge parcels, and one of the structures is partially on this small parcel. Mr. Dixon is ready to pay the current owners of the parcel to quit claim it to the Land Bank. It is very tax delinquent because of a mistake in the Auditor's office. We would like board approval for the quit claim since it will not go up for public sale like other Land Bank properties but would instead be transferred over to Dixon Rentals. Motion by Mr. Chmiel to accept the Quit Claim and then immediately Quit Claim the property to Mr. Dixon once the back-taxes are extinguished, 2<sup>nd</sup> by Mr. Andrews. Mr. Wasserman notes the owner's attorney will need to draw up a deed. Mr. Dixon notes he has already paid for a new survey. All Yeas.

5. Disposition Action:

- a. 3798 Woodlane Drive, Nelsonville (LB-2018-46): This small parcel had a dilapidated structure upon it that was demolished during the recent Group K demos. Neighbor James Bahl has submitted a proposal to acquire the property. See This Month's Disposition folder. Mr. Bahl notes that he would like to build a 2-car garage on the concrete slab left after the demolition. Motion by Mr. Eliason to accept Mr. Bahl's offer of \$2,500.00 for the purchase of 3798 Woodlane Drive, Nelsonville, 2<sup>nd</sup> by Mr. Chmiel. All Yeas.

6. New Projects:

| Taxes Owed | Last Pymt | Parcel ID                   | Owner Name                 | Property Address       |
|------------|-----------|-----------------------------|----------------------------|------------------------|
| 0.00       | Exempt    | M010010075702               | Cornerstone Harvest Church | 8768 SR 78 Hwy         |
| \$4,121.59 | 2018      | P030060007000,P030060007100 | Gregory Clark              | 464 Adams, Nelsonville |
|            |           |                             |                            |                        |
|            |           |                             |                            |                        |
|            |           |                             |                            |                        |
|            |           |                             |                            |                        |

Cornerstone Harvest Church: Mr. Wasserman notes that we are not looking to acquire this, but to make it a project so we can work with the Port Authority to submit an application to the Brownfield program to demolish the building. Moved by Mr. Chmiel to accept 8768 SR 78, Hollister as a project, 2<sup>nd</sup> by Mr. Eliason. All Yeas.

464 Adams: Motion by Mr. Chmiel to accept 464 Adams, Nelsonville as a project, 2<sup>nd</sup> by Mr. Chiki. All Yeas.

Roundtable:

Mr. Chiki notes that he attended an ODNR seminar on H2Ohio grant funding. He continues that any river-adjacent or floodplain Land Bank projects may be good candidates for the creation of wetland through this program.

- A. Scheduling of next meeting: Mr. Wasserman notes that the meeting can be pushed a week to August 23<sup>rd</sup> so Mr. Eliason and Mr. Chmiel may attend.
- B. Adjournment: Motion to adjourn by Mr. Chmiel, 2<sup>nd</sup> by Mr. Andrews. All Yeas. Adjournment at 11:51 PM.

Minutes submitted for approval by Aaron Dye, Secretary

\_\_\_\_\_  
Secretary Date

Approved, as amended (if any) on \_\_\_\_\_