



Wayne County Land  
Reutilization Corporation  
C/O: Wayne County  
Commissioners  
428 W. Liberty Street  
Wooster, Ohio 44691

330-287-5400  
[www.waynelandbank.org](http://www.waynelandbank.org)

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## Wayne County Land Reutilization Corporation Minutes

DATE: Friday, August 26, 2022

PRESENT: Sue Smail, Melissa Koch, Kristin Endsley, Vince Marion, Becky Foster,  
Melissa Craemer-Smith, Bobbie Beshara, Dan Starcher

Smail: Opened at 9:40 a.m.

Beshara: Motion to approve June minutes

Koch: Second.

Passed

Koch: Treasurer's report, balance ending July 31 was \$105,079.88.

Beshara: Motion to accept.

Marion: Second.

Passed

### OLD BUSINESS

Starcher: Website update. All minutes and agendas are online. Need to add a  
Records Retention Policy.

Some other suggestions were made of things to add to the current forms. Dan will  
revise and send it to board members for approval.

Smail: Report new properties in possession of WCLRC. They are 204 W. Vine and 303 W. Vine in Wooster.

Smail: Discuss valuation of properties, so they are listed accurately on our books

Marion: Motion to use auditor's appraised value for valuation of WCLRC-acquired property.

- 204 W. Vine St. \$7,690
- 303 W. Vine St. \$7,500
- 426 N. Grant St. \$16,000

Foster: Second.

Passed

Smail: WMHA Grant Manager discussion. Sue and Melissa met with the Wayne Metropolitan Housing Authority regarding their assistance with the Revitalization and Demolition grant. They had some helpful ideas and said they would gladly help us out.

## NEW BUSINESS

Smail: Discuss appointing Starcher as a records manager of WCLRC.

Foster: Motion to approve

Beshara: Second.

Passed

Smail: Unique ID update. We need a unique ID in order to receive the federal grant dollars for the revitalization and demolition project. It has been applied for, and we are waiting to hear back.

Smail: Discuss records retention. The Records Retention Policy was presented and discussed. It was decided that we would discuss records destruction at our annual meetings.

Koch: Motion to adopt records retention policy.

Marion: Second.

Passed

Smail: [Info@waynelandbank.org](mailto:Info@waynelandbank.org) will go to Dan Starcher. Step-by-step guide to obtaining property.

Koch: Explained that there is an issue with a strip of land on a property in Doylestown that the prosecutor's office has asked the land bank to assist with transferring it to the current owner. Melissa will send a letter to property owner Skraba explaining the situation and asking him to take ownership.

Beshara: Asked if there was brownfield funding available for demolition of Rittman properties.

Smail: The Brownfield monies are already allocated, so there is none available. Discussed Phase 1 monies from EPA. Not sure of the availability of those dollars.

Koch: Melissa explained that the Prosecutor's office has sent a list of properties that will be coming up for foreclosure. There was a discussion about which properties we would accept into the WCLRC if they become available.

Smail: Next meeting, Sept. 16, 2022 at 9:30 a.m.

Smail: Adjourn 10:29 a.m.