



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

330-287-5400
www.waynelandbank.org

Wayne County Land Reutilization Corporation Regular Meeting Minutes for June 21, 2024

PRESENT

Jonathan Hofstetter
Vince Marion
David McMillen
Bobbie Beshara
Melissa Koch

Guests

Melissa Craemer-Smith, Zhila Pezeshkpoor, Shawn McKelvey, Ethan Bolinger, Kristen Kerr

CALL TO ORDER

Hofstetter called the meeting to order at 9:37 a.m.

PREVIOUS MEETING MINUTES

Beshara: Motion to accept the minutes from the May 17, 2024, regular meeting.

Marion: Second
Motion passed.

TREASURER'S REPORT

Koch: Reported May ending balance \$285,942.11

McMillen: Motion to accept Treasurer's Report

Beshara: Second
Motion Passed.

OLD BUSINESS

Community Action Update: Pezeshkpoor:

- Welcome Home Ohio
 - We were awarded the full amount of \$2,100,000.00. The State should be sending the grant agreement next week.

- The funds will be used to purchase 10 properties to rehab and resell. Proceeds from the sale will come back to the Land Bank.
 - We currently have 37 willing owners/properties to sell.
 - Expected to spend \$30,000-\$60,000 for rehabilitation per property.
 - **Hofstetter:** When grant agreement is received, Zhila needs to send a copy to Jonathan so he can have Melissa Craemer-Smith review it.
- Lead Safe Ohio
 - May 31st was our deadline to have 75% of the funds allocated.
 - We allocated 70% at a total of \$500,000.00, per Zhila's conversation with the State, they are ok with this because we have more parcels identified.
 - Leaves us with a remaining budget of \$265,134.00
 - There is a waiting list for this program and we will likely be receiving another round of funding to complete these projects.
 - Received Notice of Assignment (NOA) from Sosis Painting. Sosis is using a financial institution to purchase materials upfront. LB will reimburse once the funds are received from the State.
 - **Melissa Craemer-Smith:** advised the Land Bank to have Sosis Painting sign the NOA for authorization to pay a 3rd party.
 - Reimbursement request for Lead Safe is completed, Land Bank needs to review and submit once Zhila updates the portal with Jonathan as the lead.
 - Demolition
 - Zhila reported she spoke with the State and if there are any errors on the submitted paperwork, we will be given 10 days to make corrections.
 - 931 Rebecca St. Wooster- is using different funding sources for demolition. We have until June 30th to replace the project.
 - 40 W Main St. Dalton- There are risks with the demolition such as a shared wall requiring an access ltr from neighboring parcel.
 - **Melissa Craemer-Smith:** advises we receive a signed agreement, from the neighboring property owner, approved by her before doing demolition stating they are aware of the risks.

McMillen: Motion to replace 931 Rebecca St., Wooster with 40 W Main St., Dalton for the demolition funds.

Beshara: Second
Motion Passed.

- Brownfield
 - Zhila reached out to the State Representative to make sure paperwork was correct, still reviewing. Not sure when we are expected to receive the grant agreement.
 - We have 2 Brownfield Projects
 - Fredericksburg Elementary School – Type 1 Assessment done

- Apple Creek Elementary School
- Bid process will take place once the properties are vacant which is expected to occur in late August.
- **Hofstetter:** Requested Zhila present the bid process documents to the board by the July meeting so we can review and approve before the bid process begins.

Insurance: Melissa Craemer-Smith: Insurance agent recommended a contractor form to reduce liability. Melissa is just cleaning up the verbiage but otherwise approves.

Beshara: Pursuant to Ohio Revised Code section 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action, I move that we enter into executive session:

Marion: Second

Roll Call: Hofstetter-Yes Marion-Yes McMillen-Yes Beshara-Yes Koch-Yes
Also in attendance: Attorney Melissa Craemer-Smith

Entered Executive session at 10:21 a.m.

McMillen: Motion to come out of executive session

Beshara: Second

Executive Session ended at 10:41 a.m.

NEW BUSINESS

Contract with Community Action

McMillen: Move to approve new contract with Community Action.

Koch: Second

Motion Passed.

Rea & Associates

McMillen: Motion to approve Rea & Associates for accounting services.

Beshara: Second

Discussion: Koch noted that this is based off of the estimate given from Rea & Associates and is for the first 90 days. We will review again once we know what our normal monthly expenses will be.

Motion Passed.

Tax Foreclosures

Prosecutor's Office has inquired if the Land Bank has interest in the following parcels.
33-00782.000 & 22-00993.003

Koch: Motion to table parcel 33-00782.000

McMillen: Second

Tabled

Koch: Motion to accept parcel 22-00993.003 if the property does not sell at Sheriff Sale.

McMillen: Second

Motion Passed.

Other

Next Meeting July 19, 2024 at 9:30 a.m.

ADJOURN

Koch: Motion to adjourn.

Beshara: Second

Motion Passed.

Meeting adjourned at 11:00 a.m.

Respectfully Submitted,



Melissa A. Koch

Treasurer