



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 August 16, 2024

PRESENT

Jonathan Hofstetter
Vince Marion
David McMillen
Steve Wheeler
Melissa Koch
Kevin Ungerer

Guests

Zhila Pezeshkpoor, James Fox

CALL TO ORDER

Hofstetter: Called the meeting to order at 9:32 a.m.

PREVIOUS MEETING MINUTES

Koch: Motion to accept the minutes from the July 19, 2024, regular meeting.

McMillen: Second
Motion passed.

TREASURER'S REPORT

Koch: Reported July ending balance \$284,045.71

McMillen: Motion to accept Treasurer's Report

Marion: Second
Motion Passed.

Koch: Rea and Associates suggested to the board about upgrading the Quickbooks accounting software. The cost will go from \$31.95 to approximately \$90.00 a month but will allow for more classifications and grant tracking ability.

McMillen: "I move to upgrade the Quickbooks to the \$90.00 (approximate) level."

Hofstetter: second
Motion passed

OLD BUSINESS

Lead Safe Ohio,

Zhila: On May 31st, we successfully met our first round of obligations set by the state of Ohio, contracting \$500,000 of our total allocation of \$766,000. The second round of the bidding process began on July 1, 2024. Bidding for the six projects came in at \$318,355.00 which exceeded the budgeted amount available. Priority was given to contracts for properties with children and deferring the properties with older adult residents to the next round of funding. This adjustment brought the price to \$201,350.00.

Koch: "I move to allow Community Action to move forward with 217 W South St Shreve Ohio, 645 N Bever St. Wooster Ohio and 874 Wadsworth Rd. Orrville OH, for a total of \$201,350.00."

Marion: Second
Motion Passed

Hofstetter: We're discussing the XRF gun that detects Lead. WHMA purchased it, but it is part of our Lead Safe Ohio Grant budget. Should we allow WMHA to continue to use the gun without an agreement? Once we reimburse WMHA from the grant, it will be a WCLRC asset.

Hofstetter: "I move to approve moving forward with drafting a MOU with WMHA to allow them to use the XRF gun."

McMillen: Second
Motion passed

Brownfield Remediation Program:

Zhila: Two projects have been submitted under this program. Fredericksburg Elementary School and Apple Creek Elementary School. Both projects are moving forward and in the cure process. Also, discuss the need for the sub-recipient agreements to be adjusted.

Hofstetter: "I move to terminate both the Fredericksburg and Apple Creek Brownfield sub-recipient agreements effective 8-16-2024.

Koch: Second
Motion passed

Hofstetter: "I move to approve the Fredericksburg Brownfield grant sub-recipient agreement effective July, 19th, 2024 and authorize the board Chair to sign. Also, to give authority to the Board Chair to amend the agreement only by the recommendation of the State to be in compliance with their grant."

Koch: second
Motion passed

Hofstetter: "I move to approve the Apple Creek Brownfield grant sub recipient agreement effective July 19th 2024 and authorize the board Chair to sign. Also, to give authority to the board Chair to amend the agreement only by the recommendation of the State to be in compliance with their grant"

Marion: Second
Motion passed

Welcome Home Ohio:

Zhila: The grant agreement was signed by the state of Ohio and the Land Bank President. The agreement is now in force. According to program requirements, we can allocate \$30,000 per property for renovations. Funds have been requested to purchase and rehabilitate 10 properties in Wayne County. Community Action will return with a list of a couple of homes and help rank them.

Koch: "I move to acknowledge and accept the chairs signature of the Welcome Home Ohio grant since there was a 10 day requirement to sign and return the agreement."

McMillen: Second
Motion passed

Demolition and Site Revitalization Program:

Zhila: As of August 14, 2024, the state of Ohio is reviewing our application and the associated projects.

Parcel 59-00965.000

Wheeler: Hopes to get final review on parcel # 59-00965 in Orrville on whether the city is interested in acquiring the property

Community Action administrative contract:

Hofstetter: Discussion on the contract being signed but there are different components to be executed

Wheeler: "I move to move to 5 million dollars of umbrella insurance coverage with the idea that we can reexamine that number if the scope of the work with Wayne County Community Auction changes or need arises".

McMillen: second
Motion passed

McMillen: "I move to give authority to Jonathon Hofstetter and Melissa Craemer Smith to amend the agreement between Community Action and the Wayne County land reutilization Corporation".

Koch: Second
Motion passed

NEW BUSINESS

Demolition Contractor

Hofstetter: WCRLC received the completed form from our web page to be a competent contractor in the mail. There was discussion on who should handle the background check. It should include "Do not do business lists."

McMillen: "I move to have Community Action review Pro Quality and assure they meet the criteria and are not on any do not contract list."

Koch: Second

Motion Passed

Community Action: will report back next meeting with two properties that they would like to prioritize work on from their list of approximately 10.

Vine St

Marion: Asked if 303 west vine is still available. He received a call from a possible interested party. More research will be done to see what the party has in mind for the site.

Next Meeting schedule for September 20, 2024 at 9:30 a.m.

ADJOURN

Mcmillen: Motion to adjourn.

Koch: Second

Motion Passed.

Meeting adjourned at 10:23 a.m.

Respectfully Submitted,



Kevin Ungerer