



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 Regular Meeting Minutes for September 20, 2024

### PRESENT

Jonathan Hofstetter  
David McMillen  
Steve Wheeler  
Melissa Koch  
Kevin Ungerer  
Bobbie Beshara

### Guests

Zhila Pezeshkpoor  
Kristen Kerr

### CALL TO ORDER

**Hofstetter:** Called the meeting to order at 9:39 a.m.

### PREVIOUS MEETING MINUTES

**Beshara:** Motion to accept the minutes from the August 16, 2024, regular meeting.

**McMillen:** Second  
Motion passed.

### TREASURER'S REPORT

**Koch:** Reported August ending balance \$291,769.43

**Wheeler:** Motion to accept Treasurer's Report

**McMillen:** Second  
Motion Passed.

**Koch:** The upgraded Quickbooks accounting software is up and running now.

### OLD BUSINESS

**Lead Safe Ohio:** As of September 10 2024, 17 properties have been contracted with approximately \$47,000 left over for a cushion in case of any unexpected expenses that may arise during the projects or for hotel stays for the people who live in the houses while construction is underway if needed. Two properties have been completed, with 3 additional properties hoping to be completed within the next month. Hopeful that 10 of the projects will be completed by the end of 2024.

**Brownfield Remediation Program:**

**Pezeshkpoor:** 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.

**Hofstetter:** The Fire district is eagerly awaiting the grant and anxious to start construction on the new fire station. Hofstetter advised the district not to start any work that could be considered construction until the grant work is complete but auctioning off the items within the school building would be acceptable.

**Welcome Home Ohio:**

**Pezeshkpoor:** A property list was provided to the board. Two properties on the list were highlighted, located at 1034 Pittsburgh Ave, Wooster and 313 S Walnut St., Orrville. These two properties are in the process of being purchased and will be sold to low income families. Once the sale of these properties is completed then two more properties will be chosen from the list to start the process over again.

**Wheeler:** Motion to move forward with the two properties.

McMillen: Second

Motion passed

**Demolition and Site Revitalization Program:**

**Pezeshkpoor:** Nothing has been received from the state yet.

**Taylor Rd. property**

**Hofstetter:** Discussed how to move forward with the interested parties. Board asked Hofstetter to check with the neighbor who expressed interest in the property first if they were still interested.

**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. He has walked the site but needs to confirm before any official word is given.

**Community Action administrative contract:**

**Hofstetter:** The contract and 5 million dollars of umbrella insurance coverage instead of the 10 million dollars has been completed and is in place now. Now discussion on bond work for the Welcome Home Ohio is currently underway. Hofstetter asked what the thoughts of the board is on the WHO bonding. It was decided to not require Community Action to be bonded as they never have financial control and all decisions and payments come through the WCLRC.

**NEW BUSINESS**

### **File Back up**

**Hofstetter:** A flash drive with all documents pertaining to WCLRC business has been made and will be held on file with the secretary. The flash drive will be updated periodically to help keep any files from getting lost.

### **Demolition Contractor**

**Hofstetter:** Would like to have James continue to look into the preferred contractor meaning and requirements. Hofstetter will try and have some conversations with the Land Banks Association on what it means to be a preferred contractor along with why some land banks have a preferred contractor list and should we at Wayne County have one.

### **MOU Contract**

Hofstetter: Proposed draft has been made and sent. Want the MOU agreement in place before giving the check for the \$24,000 XRF lead testing gun.

### **408 W Larwill St.**

This property did not sell at Sheriffs sale and has been acquired by the land banks. The house at the address has been razed and the vacant lot will be added to the website as available. Koch will work with Starcher to have the lot added to the website and update the current lots available along with there zoning classification.

### **Ohio Plan Insurance**

**Hofstetter:** Received the application for renewal. Hofstetter will meet with Gary the rep. from the Ohio Plan for guidance on the insurance coverage needed for the WCLRC and in particular the WHO program.

**Wheeler:** Motion to have Hofstetter move forward with the renewal application process.

**McMillen:** Second

Motion Passed

Next Meeting schedule for Thursday October 17, 2024 at 9:30 a.m.

### **ADJOURN**

**McMillen:** Motion to adjourn.

**Wheeler:** Second

Motion Passed.

Meeting adjourned at 10:41 a.m.

Respectfully Submitted,

  
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Kevin Ungerer