

**Wayne County Regional Land Bank**  
**16 William St, Lyons, NY**  
**October 19, 2023 1:00 p.m.**

**Present:** Steve Groat (Chair), Roger Gallant (Vice Chair), Bob Ohmann, Brian Pincelli, Richard VanLaeken, Mike Donalty

**Excused:** Kristen Scott, Joyce Moyer (Treasurer)

**Also Present:** Mark Humbert, Executive Director and Kaleigh Flynn, Deputy Director

**Meeting convened at 1:05pm**

**Approval of 10-19-2023 Agenda**

Mr. VanLaeken motioned to approve the 10-19-2023 agenda as presented. Seconded by Mr. Donalty. Passed.

**Approval of 9-21-2023 Minutes**

Mr. Pincelli motioned to approve the 9-21-2023 with Mike Donalty added to the list of present Board members. Seconded by Mr. VanLaeken. Passed.

**Treasurer's Report**

As of September 30, 2023, the balance in the regular checking account was \$837,603.95 with invoices to be paid totaling \$6,803.05. The checking account balance reflects \$575,000 withdrawn for opening a CD account with Lyons National Bank and includes a \$53,392.12 reimbursement from the Land Bank Initiative Phase I Grant Funding from HCR.

Mr. Pincelli motioned to approve the Treasurer's Report. Seconded by Mr. Gallant. Passed.

**Payment of Bills**

The October bills were presented to be paid.

Mr. Pincelli motioned to pay the invoices as presented for payment. Seconded by Mr. VanLaeken. Passed.

**1071 Rt 31, Macedon - Rando**

Transfer of property is progressing.

Economic Development and Planning is working with the buyer on a PILOT agreement.

Stantec completed the required building inspection report and provided it to NYSDEC and NYSDOH. Stantec then received approval to proceed with the indoor air testing per the approved Final Indoor Air Work Plan. Testing was scheduled to occur on 10/13. We are waiting for lab analysis of the tests and for Stantec to provide a report of the results to NYSDEC and NYSDOH. Occupancy of the building cannot occur until NYSDEC and NYSDOH have approved the air testing results.

**County 2023 Tax Foreclosure Process**

The Land Bank has received title to the 11 properties transferred from the County's 2023 property tax foreclosure. We have already received interest in several properties and a few applications.

## **Restore NY – Lyons**

We continue to work with the Town of Lyons on next steps for the Restore NY grant. A meeting with the Project Manager for the Restore NY grant is scheduled for 10/27. We recently closed on three properties on Canal Street: 43-47 Canal St., 67-69 Canal St., and 88 Canal St. We are working to close on others that we have executed property purchase agreements for. Saratoga Associates is scheduled to come to Lyons 10/25 and 10/26 to conduct field work for building assessments of 6 properties in the Canal/Geneva St. Neighborhood. These assessments will be sent to SHPO for approval of work to proceed at these locations.

## **EPA Brownfield Multi-Purpose Grant**

The cooperative grant agreement from EPA has not been received yet. Additional documentation was requested by EPA for review. We subsequently submitted the requested policy and procedure questionnaire and intergovernmental review documentation. EPA has requested an update of our procedures to include additional detail on how we conduct various processes organizationally. A 'Pre-Award Certification' process has been initiated by EPA which includes the Land Bank sending updated documentation. We have attended two webinars with EPA in order to better understand what they are looking for. We are working on making the necessary updates to procedures and will be providing that for EPA review. .

## **PARIS Budget**

Mr. Humbert presented the 2024 WCRLB Budget to be submitted to the NYS PARIS system. The PARIS budget includes:

- the actual 2022 revenues and expenditures from the WCRLB 2022 financial statements
- the estimated 2023 expenditures based on year to date revenue and expenses and anticipated 4<sup>th</sup> quarter revenues and expenses
- 2024 projected budget based on the best information available at this time related to revenue, expenses and our 2024 plan of work.
- 2025, 2026, and 2027 projected budgets.

Mr. Pincelli motioned to approve the 2022-2027 Budget to be reported in PARIS as presented. Seconded by Mr. Donalty. Passed.

## **Property Sales**

Mr. Humbert discussed the property at 13032 South Butler Rd in the Town of Butler. The Board discussed 2 offers we have received for the property. The Board asked the Executive Director to continue to negotiate the sale.

Mr. Humbert discussed the property at 1864 Welcher Rd in the Town of Arcadia. The WCRLB received 3 offers for the property. The Board decided to take the maximum offer with the condition that the high bidder would work with the neighbor to resolve an issue related to a shared driveway. The high bidder is willing to work with the neighbor to achieve a mutually beneficial resolution to this situation.

Mr. Gallant motioned to accept the Property Purchase Application from David Greco for the property located at 1864 Welcher Rd., Newark, NY 14513, Tax Parcel ID 68112-20-910134, for the amount of \$7,000 with the requirements to remove shed, trailer, and all debris; to work with

the WCRLB, our surveyor and the neighbor to resolve the cited issue related to existing driveway access for the neighbor across this property; subject to approval by John Morell as Land Bank attorney. Seconded by Mr. Pincelli. Passed.

### **Adjournment**

Mr. VanLaeken motioned to adjourn the meeting at 2:40 and to reconvene on November 16, 2023 at 1pm. Seconded by Mr. Donalty Passed.

Respectfully submitted,

Kaleigh Flynn, Deputy Director