

**Jackson County Lank Reutilization Corporation
Board of Directors
Meeting Minutes**

Date: November 1, 2023

Meeting Type: Regular

Location: Jackson County Job & Family Services Office; 25 E South Street, Jackson

Present: Lee Hubbard, Donnie Willis, Randy Evans, Paul Haller, Tony Brenner

Guests: John Stabler, Amanda Williams, Gary Radabaugh, Sam Brady, Kevin Aston, Alex Shope

CALL TO ORDER

The meeting was called to order by Mr. Hubbard at 10:45 a.m.

MINUTES

The minutes of the September 2023 meeting were approved on a motion from Mr. Brenner, second from Mr. Evans.

FINANCE REPORT

- Mr. Hubbard presented the written financial report. This was approved on a motion from Mr. Willis and a second from Mr. Haller.
 - **Check #311** in the amount of \$12,000 to the Jackson County Health Department for contract services through September 2023.
 - Approved on a motion from Mr. Brenner, second from Mr. Willis.
 - **Check #312** in the amount of \$3,000 to the Jackson County Economic Development Partnership for contract services for the remainder of 2023.
 - Approved on a motion from Mr. Evans, second from Mr. Haller.

OLD BUSINESS

- **Grant Program** – Jackson County has funds left over from the first round of grant funding – Responses are expected on the submitted properties by next week.
 - The new round of grant funding opened on 10/31 and must be used by 4/2024.
 - 36 properties have been submitted, requiring 25% match on each
- **112 2nd Street** – 2 companies plan to assess the property. Follow up at December meeting.

NEW BUSINESS

- **2023 Audit** – To be performed by Ohio AOS LGS, approved on a motion from Mr. Willis, second from Mr. Brenner.
- **John Stabler** – Urged the board to set a deadline to determine an updated list of ideal locations, as well as begin identifying locations to potentially build. He also updated the board on the following topics:
 - Contractor agreements have been updated to reflect a mandatory 6” topsoil and full removal of basements
 - Applications are now available in PDF fillable forms, along with the Land bank logo, form number, and notice of mandatory blue/black ink only

❖ *Motion to enter Executive Session for contract discussions (allowing Sam Brady, Kevin Aston and Gary Radabaugh to remain) at 11:07 a.m. made by Mr. Willis, second by Mr. Haller.*

❖ *Exit Executive Session at 11:23 a.m.*

- **Contract Services (Jackson Co. Health Dept.)** – Approval of payment to the Health Dept. for contractual services through September 2023 in the amount of \$12,000 per the contract in place at that time. Approved on a motion from Mr. Willis, second from Mr. Brenner.
- **Contract Services (JCEDP)** – Approval of payment to the Jackson County Economic Development Partnership for contractual services based on the work previously done by the Health Dept. through the remainder of 2023 in the amount of \$3,000. Approved on a motion from Mr. Willis, second from Mr. Brenner.

PUBLIC COMMENTS

None.

DATE OF NEXT MEETING & ADJOURNMENT

The next regular meeting will be Wednesday, December 13th at 10:30 a.m. at the Jobs & Family Services office.

The meeting was adjourned at 11:27 a.m. on a motion from Mr. Evans and a second from Mr. Willis.

Respectfully Submitted,
Amanda Williams
Administrative Assistant