

**Mahoning County Land Reutilization Corporation**  
**Board Meeting Minutes (Meeting #101)**  
**December 14, 2021**

**Board Members in Attendance:**

Daniel R. Yemma, Chair  
Larry Moliterno  
James Harp  
Artie Spellman  
Richard Chase  
Gwen Bush  
Carol Rimedio-Righetti

**Board Members Absent:**

Rose Carter  
David Ditzler

**Alternate Board Members in Attendance:**

Denny Furman (attended as new alternate to small townships representative Artie Spellman)

**MCLRC Staff in Attendance:**

Debora Flora, Executive Director  
Cathie Hicks, Fiscal Officer  
Roger Smith, Director of Planning, Acquisition and Disposition  
Attorney Chris Sammarone

**Prosecutor's Staff in Attendance:**

Attorney Thomas Michaels

- Meeting was called to order by Daniel R. Yemma, Chairman at 11:36 am.
- Meeting was held at Mahoning County Land Bank Office, 20 W. Federal Street, Suite 202, Youngstown, OH.

Daniel R. Yemma called for the approval of the October 26, 2021 meeting minutes.

- Larry Moliterno made a motion to approve the minutes from the October 26, 2021 meeting.
- ✓ Carol Rimedio-Righetti seconded the motion.
- ✓ **Motion passed unanimously.**

Communication Items            None

Daniel R. Yemma introduced the visitors in attendance: Denny Furman, Berlin Township Trustee, Alternate Board Member, small townships; and Nick Chretien, Economic Action Group.

Daniel R. Yemma called for the presentation of reports.

Debora Flora presented the Executive Director's report. Items highlighted included:

Reminder that all are invited to a holiday luncheon following meeting  
Temporary guidelines for the Ohio Department of Development Building Demolition and Site Revitalization and Brownfield Remediation programs have been released  
Ohio Land Bank Conference – April 2022

Center for Community Progress Conference – Chicago, September 2022

Discussion followed regarding the state funding guidelines. Debora confirmed that the first \$500,000 for residential and non-brownfield commercial demolitions and the first \$1,000,000 for brownfield remediation did not require a match. Additional discussion included use of ARPA funds, community involvement, local partners, application process and cut-off dates, timeline for the programs, land reuse areas and considerations and county projects beyond the City of Youngstown. Debora Flora also stated that due to a brownfield remediation project at 20 Federal Place, the land bank may need to relocate in the near future.

- Richard Chase made a motion to accept the Executive Director's report.
- ✓ Carol Rimedio-Righetti seconded the motion.
- ✓ **Motion passed unanimously.**

Larry Moliterno left the office at 12:01 pm and returned at 12:09 pm.

Roger Smith presented the Renovation and Demolition report. Items highlighted included:

Demolition update  
Housing renovations update  
154 Erskine market renovation update

The Mahoning County Prosecutor's report was presented by Attorney Thomas Michaels. Current statistics were provided. Attorney Michaels shared that the County Prosecutor's office will offer a presentation on use of ARPA funds to the local townships in early 2022.

- Artie Spellman made a motion to accept the Mahoning County Prosecutor's report.
- ✓ Gwen Bush seconded the motion.
- ✓ **Motion passed unanimously.**

The Finance Committee's report was presented by Larry Moliterno. Items highlighted included:

Review and recommendation of the financial reports for approval.  
Review and recommendation of the 2022 Budget for approval.

Discussion followed regarding the 2022 budget, specifically the program budget.

- Richard Chase made a motion to accept the Finance Committee's report as presented.
- ✓ James Harp seconded the motion.
- ✓ **Motion passed unanimously.**

Executive Committee            none

Personnel Committee        none

Board Action

Daniel R Yemma stated that the auditors recommended the land bank establish a Records Retention Policy. He stated that Attorney Chris Sammarone has prepared the policy that was presented to the Board. Daniel R. Yemma called for a motion to approve the Records Retention Policy as presented.

Attorney Sammarone stated that the policy mirrored the policies adopted by other land banks in Ohio and also met the O.R.C. requirements. Attorney Sammarone stated that the Records Retention Policy needs to be

created and approved then a Records Retention Committee would be established. The Records Retention Committee would create a records retention schedule that adheres to the Records Retention Policy.

- Artie Spellman made a motion to approve the Records Retention Policy as presented.
- ✓ Richard Chase seconded the motion.
- ✓ **Motion passed unanimously.**

Daniel R. Yemma called for a motion to create a Records Retention Committee comprising of the following people:

Debora Flora Cathie Hicks Roger Smith Attorney Sammarone Daniel R Yemma

- James Harp made a motion to create a Records Retention Committee comprised of the following people, Debora Flora, Cathie Hicks, Roger Smith, Attorney Sammarone, and Daniel R. Yemma.
- ✓ Richard Chase seconded the motion.
- ✓ **Motion passed unanimously.**

Daniel R. Yemma called for a motion to approve the 2022 Budget as presented.

- Larry Moliterno made a motion to approve the 2022 Budget as presented.
- ✓ Richard Chase seconded the motion.
- ✓ **Motion passed unanimously.**

New Business none

Unfinished Business none

Public Comments none

Members Comments

Artie Spellman questioned if the land bank was in position to borrow money for the demo and remediation programs. Debora Flora stated that the Finance Committee had recommended she inquire about reopening a line of credit at First National Bank.

- Artie Spellman made a motion to adjourn the meeting at 12:27 pm.
- ✓ Richard Chase seconded the motion.
- ✓ **Meeting adjourned.**

Minutes submitted by Cathie Hicks, Fiscal Officer, MCLRC.