

Tri-COG Land Bank Board of Directors Meeting Minutes

January 22, 2018 6:30 PM

Steel Rivers COG 1705 Maple Street, Homestead PA 15120

Call Meeting to Order: 6:30PM

1. Agenda

Roll Call and Introductions

Board

Chuck Arthrell: Present

Mike Belmonte: Present

Jim Fisher: Present

Deborah Grass: Absent

Tom Hardy: Absent

Maureen McKeever: Present

Dave Pasternak: Present

Maureen Quinn: Present

Robert Wratcher: Present

Others Present

An Lewis

Irene Clark

Liz Kozub

Natalie Boydston

Pledge of Allegiance

Public Comments

No public comments, no members of board wished to say anything under public comments

2. Financial Report/ Minutes

Motion

Motion to approve the Minutes dated December 13, 2017

Motion Moved: Chuck Arthrell

Seconded: Maureen McKeever

All in favor, no opposed

Motion Passed

Motion

Motion to approve the Financial Report dated December 31, 2017

Motion: Robert Wratcher

Seconded: Chuck Arthrell

All in favor, no opposed

Motion Passed

Tri-COG Land Bank Board of Directors Meeting Minutes

January 22, 2018 6:30 PM

Steel Rivers COG 1705 Maple Street, Homestead PA 15120

The grant funding received by TCLB from the foundations was housed in SRCOG Grant Management account, SRCOG did not authorize the transfer to TCLB accounts in January, so there will be a motion at the SRCOG meeting in February.

The budget report gives year end expenses for the TCLB. The writing on the financial statement was a check to SRCOG that included a TCLB and SRCOG project in same check. Since both were included in the same check, Quickbooks included both in the report, so the marking is to mark out SRCOG.

3. Annual Contribution Summary

TCLB staff is preparing letters to members to request the amount of 2016 delinquent taxes that were collected in 2017.

4. 2018 Election Results

All who ran in the elections in January were appointed.

- Municipality Representative-Dave Pasternak
- School District Representative – Jim Fisher
- Professional Representative – Debbie Grass

Motion

Motion to maintain Board organization as is:

- President: David Pasternak
- Vice President: Chuck Arthrell
- Treasurer: Maureen McKeever
- Secretary: Maureen Quinn

Motion: Robert Wratcher

Second: Maureen McKeever

All in favor, no opposed

Motion Passed

5. Property Acquisition Initiation

GRB has been reaching out to legal counsel of local taxing bodies to determine the most efficient process to move forward with TCLBs first round of acquisitions, which will be eight structures and one vacant lot. The Woodland Hills School District (WHSD) made a motion at their last Board meeting to approve moving forward with the properties in their area.

The properties that the WHSD has already been processing for sheriff sale, WHSD will put them up for Sheriff Sale and TCLB will bid on those properties. The vacant lot in Edgewood is a little different, because the borough had taken legal action and not the school district. GRB is working with Edgewood, Joe has also reached out to the county solicitor to talk about something similar with Allegheny County, where county would put for sale and TCLB would bid.

Tri-COG Land Bank Board of Directors Meeting Minutes

January 22, 2018 6:30 PM

Steel Rivers COG 1705 Maple Street, Homestead PA 15120

There were three properties that TCLB received rejections on from the County. The properties were the two vacant lots in White Oak and 1 Bottomfield in Etna. Joe G. (GRB) had conversations with the County to address the questions about the Etna property and the White Oak lot properties. White Oak has had discussions and they have reached out to the County about their rejection of acquiring the lots. TCLB sent a formal request to the Redevelopment Authority of Allegheny County to waive the old tax liens purchased from GLS. The concerns the County had over the rejection of the lots were that it would not be a public process in the disposition of the lot and the other was about the title search. The lots in White Oak are both too small to be built on so based on TCLB policies for side yards only the landowners could bid. The title search that was conducted for TCLB differed from the County's. GRB felt the issue with this could be resolved by the property being properly advertised. TCLB will respond to all of the County objections points so that TCLB can move forward, and staff believes it is important to have the communities be involved in this process. For the property in Etna there is a mortgage on the property, and GRB had a conversation with the attorney for the bank that owns the property. The bank has stopped paying the taxes and GRB is working with the solicitor to try to get documentation that the bank is no longer interested in the property. TCLB could still try and take the property by a free and clear sale, and if the bank does show up to bid, then the bank will have to pay back all the delinquent taxes. TCLB has been in contact with the County to try to resolve the questions about the properties. It may be helpful to know from the County what information the team of reviewers from the County would like to know so TCLB can provide that information.

There was a discussion of the Chair wanting to have a meeting with Rich Fitzgerald to update him on the progress of the land bank and wanted to know if other Board members could attend. Maureen asked, as the County delegate, if she could set that meeting up. There was a hope to have the meeting before the sheriff sales occur, because this is the first acquisition through the public planning process for a Land Bank in Allegheny County.

6. Continue Data Collection on Properties

TCLB is working on accessing properties for the next round of acquisition. TCVCOG code enforcement officers are going out to examine the properties. TCLB staff will have all the properties ranked and scored with staff recommendations for the next advisory meeting in February.

Structures

842 Delaware - Braddock Hills
518 Park Ave - Braddock Hills
283 Park Ave - Braddock Hills
224 Highland Ave - Chalfant
15 Charles – Dravosburg
106 Bettis Rd. – Dravosburg
102 Bessemer – East Pittsburgh
8 Gordon St - Edgewood
27 Freeport Rd – Etna
70 Cherry St -Etna
836 Huey St - McKeesport

1412 Library – McKeesport
121 Howard – Millvale
2037 McKinney – Monroeville
412 Alpine Village Drive - Monroeville
4654 Old William Penn Highway - Monroeville
601 Boden – Turtle Creek
1420 Mobile Av – Turtle Creek
2214 Hemlock – White Oak
124 Patterson Street - Wilkins
537 Clugston Ave - Wilkins
617 McMasters Ave – Wilkins
131 Fifth – Rankin

Tri-COG Land Bank Board of Directors Meeting Minutes

January 22, 2018 6:30 PM

Steel Rivers COG 1705 Maple Street, Homestead PA 15120

403 Kenmawr – Rankin
320 Linden – Sharpsburg

Dome Ave – White Oak
Quay Street – White Oak

Commercial

2105 Noble – Swissvale

Side Lots

621 Osbourne St – White Oak

7. Property Acquisition for RBT Project

The grant application that Rebuilding Together Pittsburgh's submitted for Braddock hills was funded. The funding will most likely cover the renovation of two structures, and Rebuilding Together Pittsburgh will also be working with the borough for homeowner renovations in owner occupied properties. The idea is that the TCLB will acquire, hold, and sell the properties, while Rebuilding Together Pittsburgh does the renovations. 1114 Wilkins is expected to be one of those properties, but TCLB needs backups. The grant is for a very short period of time and the funding has to be encumbered by September, which makes a tight timeline. The funding will cover the acquisition cost, the maintenance cost and the renovation. 1114 Wilkins has already had the acquisition process started, and title searches were ordered for 283 Park, 518 Park, and 842 Delaware, none have private liens. The first candidate is 283 Park, and then 842 Delaware. TCLB would like permission to continue with working with these properties and send out the 60-day notices for 238 Park and 842 Delaware. 518 Park is in much worse condition than the other two properties, is a lot smaller, and the block has other properties with issues. All properties are pretty tax delinquent. TCLB asked to have 238 Park and 842 have the notices sent out, but the Board requested that the motion be for all three just in case. In the 60-day notices TCLB will explain about the Rebuilding Together Pittsburgh grant.

The Board wanted to know if Sheriff Sales were started on any of the properties. TCLB wasn't sure where they were in the process. GRB had told the TCLB that they didn't think the short acquisition process would be a problem. Over the time period of acquisition TCLB will develop a clear plan on how to proceed.

Motion

Motion to authorize acquisition and send 60-day notice letters to the taxing bodies for:

- 283 Park Ave, Pittsburgh, PA 15221
- 518 Park Ave, Pittsburgh, PA 15221
- 842 Delaware Ave, Pittsburgh, PA 15221

Motion: Maureen McKeever

Seconded: Robert Wratcher

All in favor, no opposed

Motion Passed

8. Statement of Financial Interests Forms

Statement of Financial Interests Forms are due May 1st and can be completed in hard copy or online. TCLB needs a copy for its records.

9. Community Marketing Collective

There was an update of the Community Marketing Collective. The funders gave a grant to develop workplans for everyone in the collaborative. Staff had a call with Tim, the marketing professional, about what the TCLB is

Tri-COG Land Bank Board of Directors Meeting Minutes

January 22, 2018 6:30 PM

Steel Rivers COG 1705 Maple Street, Homestead PA 15120

and some of TCLB's short term goals. Some of the goals discussed were to create mission and vision statements with key stakeholders. Other goals were how to market TCLB and on developing internal documents that TCLB would share with members, funders, and new members, on key accomplishments, as well as the TCLB process.

10. Updates

TCLB was asked by some of Char-West COG communities for the TCLB to prepare a basic presentation on how to think about blight in your community. TCLB is hoping that this presentation can be turned into a template to help TCLB create a strategy on how to reach out to other communities to help them understand blight how to create their own blight strategy and to potentially become new members of the TCLB.

An and Liz sat down with KU resources to talk about the commercial property in Swissvale. TCLB asked KU Resources to come to the February 12, 2018 board meeting to talk about the property. TCLB ordered a title search and discovered a private lien, and are now working with that information.

11. 2018 Meeting Schedule

The 2018 TCLB Board Meetings will be held at 6:30PM on the following dates:

- Monday, February 12
- Thursday, March 29
- Monday, April 16
- Tuesday, May 22
- Tuesday, June 26
- Thursday, July 19
- Monday, August 6
- Wednesday, September 5
- Thursday, October 18
- Wednesday, November 7
- Thursday, December 20

12. Adjourn

Motion

Motion to adjourn the meeting

Motion Moved: Robert Wratsher

Seconded: Chuck Arthrell

All in favor, no opposed

Motion Passed

Meeting Adjourned: 7:20 PM