

## **Tri-COG Land Bank Board of Directors Meeting Minutes**

June 26 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, Emily Moldovan, Anna Meehan

##### **Pledge of Allegiance**

##### **Public Comments**

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

#### **2. TCLB Program Coordinators**

An introduced the two new program coordinators to the Board, Anna Meehan and Emily Moldovan.

#### **3. Financial Report/ Minutes**

##### **Motion**

Motion to approve the Minutes dated May 22, 2018

Motion Moved: Chuck Arthrell

Seconded: Maureen McKeever

All in favor, no opposed

Motion Passed

Per the conversation at the last Board meeting TCLB spoke about the Land Bank's bank accounts and insurance. There is a federal act that requires banks for public entities, which land banks classify as, to self-insure any amounts over the limits of \$250,000.

TCLB reviewed the financial reports provided to the Board and that TCLB is still working on setting up Quickbooks to be able to track expenses for each property.

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### **Motion**

Motion to approve the List of Financial Report through May 31, 2018

Motion: Robert Wratcher

Seconded: Chuck Arthrell

All in favor, no opposed

Motion Passed

### **4. New Land Bank Member Request/Resolution 1-2018**

As discussed at the last Board Meeting Blawnox's council voted unanimously to join the TCLB. TCLB needs to pass a resolution for Blawnox to join the TCLB and Blawnox needs to pass a formal ordinance and then sign the ICA.

### **Motion**

Motion to adopt Resolution 1-2018 Resolution of the Tri-COG Land Bank Board of Directors Approving a New Member of the Tri-COG Land Bank for Blawnox.

Moved: Jim Fisher

Second: Maureen Quinn

All in Favor, no opposed

### **5. NCST Property Donations**

TCLB staff presented a short summary of the National Stabilization Trust Program background to the Board and discussed how TCLB would like to utilize the REOMatch program. There would be a short period of time that the TCLB would have to move on a property. TCLB and the Board had a conversation that if TCLB was interested in a property, the Board would be emailed to gain approval and the community where the property was located would be notified. There was a discussion about the acquisition policy and how the 60 day notice section would need to be examined. TCLB staff and Board agreed that policies would need to be drafted and approved for TCLB to participate, but in order to be part of the program the resolution needed to be passed. The motion was passed with the awareness that policies still needed to be created for TCLB in their involvement with this program.

### **Motion**

Motion to approve Resolution #2-2018 Resolution of The Tri-Cog Land Bank Board of Directors Authorizing Executive Director Signature Authority for NCST Property Donations

Moved: Robert Wratcher

Second: Chuck Arthrell

All in Favor, no opposed

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### **6. Property Acquisitions**

TCLB showed a brief presentation with photographs of the properties that had been acquired to the Board.

TCLB spoke about the plan for 842 Delaware due to its current condition. TCLB also spoke of the Rebuilding Together Pittsburgh (RTP) Partnership and the volunteer efforts. TCLB will go meet with RTP on Friday morning to talk about the next steps for the properties in Braddock Hills.

### **7. Tentative Sheriff Sale Schedule for Spring 2017 Properties**

The Board was updated on the properties that were coming up for Sheriff Sale from the Spring 2017 Property submittals. There was a discussion about one of the properties and how although an owner had made some payments for their property, it appeared they have abandoned the property again. This property is still in the Sheriff Sale process and TCLB is going to continue moving forward with the process.

### **8. Fall 2017 Property Acquisitions – Motion to send 60 day notices**

TCLB went over the properties that the Advisory Committee recommended for TCLB to send 60 day notices and start the process of acquisition after that time expired. All the properties had title searches and exterior property inspections complete. A few have open lines of credit, which TCLB will continue to explore.

#### **Motion**

Motion for the Tri-COG Land Bank to send 60 Day notices to acquisition for: 224 Highland (Chalfant), 326 N 3rd & 533 Constitution (Clairton ), 106 Bettis (Dravosburg), 102 Bessemer (East Pittsburgh), 27 Freeport (Etna), 412 Alpine Village & 2037 McKinney (Monroeville), 320 Linden (Sharpsburg), 601 Boden & 1420 Mobile Ave (Turtle Creek), 2214 Hemlock (White Oak), and 124 Patterson (Wilkins).

Motion: Chuck Arthrell

Seconded: Maureen McKeever

All in favor, no opposed

Motion Passed

### **9. Goodbye to Liz Kozub**

The staff and Board said goodbye to Liz.

### **10. 2018 Meeting Schedule**

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

- Thursday, July 19
- Monday, August 6
- Wednesday, September 5
- Thursday, October 18
- Wednesday, November 7
- Thursday, December 20

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### **11. Adjourn**

#### **Motion**

Motion to adjourn the meeting

Motion Moved: Chuck Arthrell

Seconded: Maureen Quinn

All in favor, no opposed

Motion Passed

**Meeting Adjourned: 7:24PM**