

Tri-COG Land Bank
Board of Directors Meeting March 12, 2020 5:30pm
1705 Maple Street, Homestead, PA 15120

Call to Order: 5:43pm

Roll Call

Jim Fisher: Present
Deborah Grass: Absent
Tom Hardy: Absent
Maureen McKeever: Present
Tony Kurta: Present
Maureen Quinn: Present (by phone)
Brittany Reno: Present
Robert Wratcher: Present
Matt Gergely: Absent

Others Present

Natalie Boydston
Gary Hitchins
An Lewis
Anna Meehan
Emily Woodard
Mandi Culhane, GRB

Pledge of Allegiance

Public Comments

Executive Session

The Board went into an executive session at 6:11pm.
The Board came out of executive session at 6:16pm.

Motion to approve An Lewis, Executive Director as Assistant Secretary of the Tri-COG Land Bank.

Motion Moved: R. Wratcher

Seconded: J. Fisher

All in favor, none opposed. Motion carried.

Motion to approve Resolution No.1/2020 to ratify and approve the attached list of contracts previously executed by the Executive Director of the Land Bank and to sign any other documents and to take any other steps necessary and helpful to implementing and carrying out said contracts.

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Motion Moved: B. Reno
Seconded: M. McKeever
All in favor, none opposed. Motion carried.

Financial Report / Meeting Minutes

Motion to approve the minutes dated February 13, 2020
Motion Moved: J. Fisher
Seconded: R. Wratcher
All in favor, none opposed. Motion Carried.

A Balance Sheet, Budget to Actual report and List of Bills were provided at the meeting.

Motion to approve the Financial Report as dated.
Motion Moved: M. McKeever
Seconded: B. Reno
All in favor, none opposed. Motion Carried.

Staffing Agreement with SRCOG

A revised staffing agreement was reviewed by TCLB's attorney. The revised agreement incorporates Steel Rivers COG's Personnel Policy and allocates paid time off expenses based on percentage of time employees worked for the TCLB and SRCOG during the previous year.

Motion authorizing TCLB to enter into revised staffing agreement with Steel Rivers COG.
Motion Moved: J. Fisher
Seconded: M. McKeever
All in favor, none opposed. Motion carried.

TCLB Board of Directors Discussion

Matt Gergely is no longer working for the McKeesport School District and therefore is no longer eligible to serve on the TCLB Board as a school district representative. At this time, TCLB has not received notice from McKeesport School District but based on policies Board can take action at this time to remove Matt Gergely as a board member due to his ineligibility to serve on the TCLB Board. Formal motion can be taken after minutes are approved. The Board will request a letter of resignation.

Potential Donation Update

2105 Noble - Swissvale

TCLB signed the agreement of sale for 2105 Noble. According to the terms of the DEP consent order, the deed needs to be recorded tomorrow. According to the agreement of sale, the owner must satisfy any tax liens on the property. Tax lien information was provided by DEP. The

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owner is still willing to go forward with sale tomorrow on the condition that the TCLB release him from liability of unpaid taxes beyond \$10,000. The consent order from the DEP indicates the TCLB has to close on property within 30 days. Discussion on potential unpaid taxes TCLB could be liable for and potential consequences for violating the DEP consent order including the potential environmental liability. The borough has agreed to exonerate real estate and municipal liens.

Motion authorizing TCLB to request an extension from the DEP to determine potential tax liability beyond \$10,000.

Motion Moved: R. Wratcher

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

Side Lot Application Review

TCLB received one application for Quay Street in White Oak which was submitted in person on February 24, 2020 at 8am by adjacent owner occupant. Staff have reviewed the application. A summary of the application was provided to board members.

Motion to approve the side lot application for Quay Street in White Oak.

Comments: M. Quinn confirms that 60 Day Disposition Notice was completed for property.

Motion Moved: J. Fisher

Seconded: R. Wratcher

All in favor, none opposed. Motion carried.

Updates

Statement of Financial Interest Form reminder

Act 152

A. Lewis provided an overview of recent legislation introduced at Allegheny County Council to create a \$15 deed recording fee that would be exclusively used to fund demolitions.

2322 Buena Vista- Potential Demolition

TCLB's engineer has recommended that TCLB demolish 2322 Buena Vista due to major holes in the roof and structural instability.

TCLB Owned Property Update

TCLB did not acquire any new properties in January.

TCLB currently owns 35 properties including 31 with structures, 2 side lots and 2 vacant lots.

Properties in disposition

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430 Morris discussion on engaging realtor.

1114 Wilkins, 705 Mercer - staff have shown properties multiple times
Side lots: Quay and Dome in White Oak

Quiet Title Action Status Updates

Cohort 3 final hearings scheduled for April 17th and April 24th

Properties in Maintenance/Rehab/Construction

The building permit for 283 Park in Braddock Hills was submitted on March 9, 2020. TCLB will partner with Rebuilding Together Pittsburgh and Hosanna Industries to construct addition on home. The construction budget for the addition is \$65,000.

The painting was completed at 519 Sunnyside in East Pittsburgh. Cabinet installer required full payment prior to completion of installation. TCLB will look for another provider for cabinets.

Two bids were received on February 14, 2020 for lead safer demolition of 1121 North Ave in Millvale. The bid was awarded to Eveready Contracting. Their base bid for demolition is \$9500, \$3400 for lead safe demolition, tree removal of \$210/tree. Discussion of techniques involved in lead safe demolition.

Motion to authorize TCLB to enter in contract with Eveready Contracting for demolition of 1121 North Ave in Millvale.

Motion Moved: R. Wratcher

Seconded: M. McKeever

All in favor, none opposed. Motion Carried.

The following properties were recently cleaned out:

419 Avenue D, Forest Hills

224 Highland, Chalfant

220 Poplar, Monroeville

601 Boden, Turtle Creek

Tentative Sheriff Sale Schedule

TCLB Board and Advisory Committee Meeting Dates 2020

Adjournment

Motion to adjourn the meeting.

Motion Moved: B. Reno

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Seconded: M. McKeever

All in favor, none opposed. Motion Carried.

Adjourned: 6:53pm