

Tri-COG Land Bank
Board of Directors Meeting February 11, 2021 6:30pm
Virtual Meeting

Call to Order: 6:38pm by J. Fisher

Roll Call

Jim Fisher: Present
Deborah Grass: Present
Tom Hardy: Present
Maureen McKeever: Present
Tony Kurta: Absent
Maureen Quinn: Present
Brittany Reno: Present
Robert Wratcher: Absent
Richard Livingston: Present

Others Present

An Lewis
Emily Woodard
Gary Hitchins
Kayla Geahry
Natalie Boydston
Mandi Culhane, GRB
Donna Vaugh
Gregory Vaugh

Pledge of Allegiance

Public Comments

None

Financial Report/Meeting Minutes

Motion to approve the minutes dated January 14, 2021.

Motion moved: R. Livingston

Seconded: D. Grass

All in favor, none opposed. Motion carried.

Motion to approve Financial Report and List of Bills as dated.

Motion moved: M. Quinn

Seconded: D. Grass

All in favor, none opposed. Motion carried.

Statement of Financial Interest Forms

Friendly reminder that the statement of financial interest forms are due for elected officials. A link to fill forms out online can be found in BoardBookIt.

Organizational Updates

Real Estate Agent Commission Discussion

A. Lewis and staff worked with M. Culhane to research and set a commission rate for a buyer's agent of \$1,500 if the property sells for \$10,000 or more and \$500 if the property sells for less than \$10,000. Language and a few other conditions will be added to the Agreement of Sale and TCLB website; this language is available on BoardBookIt for review. All commissions will be on a case-by-case basis at the TCLB's discretion.

A. Lewis explains that TCLB should also establish a similar pricing scheme and policy for a seller's agent in the case that the Land Bank may need to bring a realtor in for higher value properties or those that sit for longer periods of time. Suggested policy is a minimum of \$1,500 with a max of 3% of the sales price if the property is sold for over \$50,000.

J. Fisher stated that these rates seem low. A. Lewis confirmed that these prices are on par with typical real estate transactions.

D. Grass inquired if this process would get TCLB properties on the Multiple Listing Service; A. Lewis confirmed.

Motion to accept real estate commissions for both buyer's and seller's agents and establish as policy.

Motion moved: T. Hardy

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

November 2021 Board Meeting

The November board meeting will be held on the third Thursday, November 18.

Governor's Awards for Local Government Excellence

TCLB has been submitted for an award thanks to J. Fisher and Millvale Borough.

Allegheny GoatScape – Brush Landscaping

A. Lewis would like the board's permission to utilize Allegheny GoatScape in the future for properties with a large amount of overgrowth. Allegheny Goatscape provided TCLB with a general pricing structure, and when compared to the cost TCLB incurred utilizing more traditional large overgrowth landscaping for some of its properties, Allegheny GoatScape was cheaper. Allegheny GoatScape does have liability insurance. All zoning laws will be checked and municipalities will be informed before hiring Allegheny GoatScape.

Motion to authorize A. Lewis to hire Allegheny Goatscape for brush landscaping removal when applicable in the future.

Motion moved: M McKeever

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

McKeesport: Family Links Project Discussion

The new operations director from Family Links contacted A. Lewis about a building that appears

abandoned that is located between two parcels the organization owns. In evaluating the location of the property, TCLB discovered that there is a house across the street where the owner previously had approached TCLB to discuss donation and three vacant tax delinquent parcels adjacent to the house. There was a discussion about the potential for TCLB to assist Family Links in acquiring the parcel between their properties and TCLB evaluating acquiring and holding the vacant land across the street in an adopt-a-lot fashion, in which TCLB could partner with an organization to plant and do some programming. Consideration will also need to include both structures, which each may need to be demolished. A. Lewis explained that these types of projects with vacant lands in places where there is a natural partner are something that she would like to continue to pursue and discuss.

TCLB Owned Property Update

TCLB currently owns 46 properties: 38 houses, 1 commercial building, and 7 vacant lots.

611 Mercer Ave – Turtle Creek

Acquired at February Sheriff Sale.

306 Sherman Ave – Dravosburg

Acquired by donation.

137 New Jersey Ave – Clairton, 2214 Hemlock Dr – White Oak, 1808 Ohio St – White Oak

Properties have been cleaned out.

Property Application Review – 220 Poplar

Application #1 – Sabrina and Bianca Lilley

Redevelopment plan to rehabilitate and live as owner occupant.

The work plan and application summary were available to the Board for review via BoardBookIt. Applicants are mother and daughter and the family owns a construction company. Work plan is very thought-through room by room and includes samples of past renovations.

Application #2 – David Kelley

Redevelopment plan to rehabilitate and live as owner occupant.

The work plan and application summary were available to the Board for review via BoardBookIt. Applicant has rehabbed and been a landlord for properties for 30 years, but intends to live in this property as owner occupant.

The board discussed the rehab budgets from both applications, ultimately deciding that Kelley's estimate is a bit low, with Lilley's looking more reasonable.

The board felt that the application, work plan and budget from Sabrina and Bianca Lilley satisfied all requirements, were consistent with the TCLB policies on disposition, and the proof of financing to support the purchase and rehabilitation of the property was sufficient.

Motion to authorize A. Lewis and staff to offer 220 Poplar St for sale to the applicants, Sabrina and Bianca Lilley.

Motion moved: R. Livingston

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Seconded: M. McKeever

Roll Call Vote: Jim Fisher – Yes, Deborah Grass – Yes, Tom Hardy – Yes, Maureen McKeever – Yes, Maureen Quinn – Yes, Brittany Reno – Yes, Richard Livingston – Yes

All in favor, none opposed. Motion carried.

At this time, members of the public, Donna and Gregory Vaughn, expressed concerns about the TCLB property buying process. Concerns spanned TCLB taking the property back if a work plan is not moving forward, the difficulty of acquiring a mortgage with stipulations, and the requirement of having an enforcement mortgage.

Listed Property Update

220 Poplar St – Monroeville, 2037 McKinney Rd – Monroeville, 412 Alpine Village Dr – Monroeville, 124 Patterson Ave – Wilkins

Listed December 17, 2020. Under owner occupant restriction until February 15, 2021.

224 Highland Ave – Chalfant, 601 Boden Ave – Turtle Creek

Listed December 18, 2020. Under owner occupant restriction until February 16, 2021.

1114 Wilkins Ave – Braddock Hills

Still listed for sale.

430 Morris St - Edgewood

Still listed for sale.

Disposition Process Update

Awaiting appraisals on 11 properties.

Five properties in Cohort 5 and three in Cohort 6 are the next to start the Quiet Title process.

The remaining equipment, garbage, clothes and 55-gal drums need to be removed from 2105 Noble before it can be listed for sale. TCLB received a quote from Industrial Liquidators to remove and properly dispose of everything in 4-5 days for \$9,500.

D. Grass inquired if there is still a potential buyer. A. Lewis confirmed she will reach out to him once the cleanout is complete.

Motion to accept quote from Industrial Liquidators in the amount of \$9,500 to clean out 2105 Noble.

Motion moved: R. Livingston

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

Approved Application – Property Update

1121 North Ave - Millvale

Closing scheduled for February 22, 2021.

705 Mercer St – Turtle Creek

Agreement of Sale has been executed with applicant Kenyetta Jones. Turtle Creek Zoning Variance Hearing scheduled tentatively for March.

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1 Bottomfield St – Etna, 27 Freeport St – Etna, 320 Linden Ave – Sharpsburg

Applications from City of Bridges Community Land Trust approved. Seller disclosure mailed to applicant.

Tentative Sheriff Sale Schedule

TCLB should acquire two properties in March and seven properties in April or May. There are 15 other properties that are TBD.

Properties in Process

581 6th St, Pitcairn – Potential Transfer from RAAC

This property is currently owned by the Redevelopment Authority of Allegheny County. The 60 Day Acquisition Deadline expires March 19, 2021.

147 Washington St, Edgewood

This property's 60 Day Conservatorship Deadline expired January 29, 2021. GRB to file the petition on Friday, February 12.

Potential Donation

Motion for TCLB staff to pursue the acquisition of Glosser St and 311 Glosser St and mail out 60 Day Letter for the acquisition contingent on the evaluation of the title searches.

Motion moved: R. Livingston

Seconded: D. Grass

All in favor, none opposed. Motion carried.

Adjourn

Motion to adjourn the meeting.

Motion moved: R. Livingston

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

The meeting adjourned at 7:44pm.