

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

List of Contracts

Contractor	Purpose	Date Executed	Property
1800GotJunk	Junk Removal	5.10.2019	519 Sunnyside
barone and Sons	Appraisal	8.21.2019	519 Sunnyside
Barone and SOns	Appraisal	8.26.2019	430 Morris
barone and Sons	Appraisal	12.2.2019	705 Mercer
barone and Sons	Appraisal	12.2.2019	1114 Wilkins
barone and Sons	Appraisal	11.15.2019	1172 Grandview
BoardBookit	Board Portal	7.8.2019	N/A
Center for Community Progress	Consultant Services	12.9.2019	N/A
Center for Community Progress	Consultant Services with City of Bridges Community Land Trust and Grounded Solutions		N/A
Center for Community Progress	Consultant Services for Vacant Land Discussion		N/A
Center for Community Progress	Consultant Services	12.20.2018	N/A
City Source	Clean-Outs	2.12.2020	Multiple
Conservation Consultants Inc.	Shared Intern Agreement		N/A
Conservation Consultants Inc.	Lead Safer Demolition Collaboration		
Davidson painting	Painting	1.22.2019	519 Sunnyside
Deluca Roofing	Roof Replacement	5.16.2019	650 Mortimer
Deluca Roofing	Roof Replacement	5.16.2019	2037 Mckinney
EKS Solutions, LLC	Consultant Services		N/A
Emery Tree	Tree Removal	10.21.2019	412 Alpine Village
Emery Tree	Tree Removal	3.18.2019	650 Mortimer
Engine 30 Architecture and Construction, LLC	TCLB Scattered Site Design Services	12.6.2019	283 Park Ave/ 842 Delaware
Every Season LndScp	Lawn mntnce	4.23.2019	Multiple
Every Season LndScp	Lawn mntnce	8.7.2019	601 Boden
Every Season LndScp	Snow and Ice	11.7.2019	Multiple
Every Season LndScp	Lawn mntnce	8.7.2018	Multiple
Every Season LndScp	Snow and Ice	2.19.2019	Multiple
GRB Law	Legal Services		
Hilltop Rising	Clean-Outs	12.9.2019	Multiple
Hilltop Rising	Yard Clean Up	10.9.2019	320 Linden
Hilltop Rising	Junk removal	9.12.2019	650 Mortimer
ImageBox	Website and Logo Services		N/A
Irene McLaughlin-Clark	Legal Services		N/A
J.R.Gales and Assoc.	Survey	3.20.2019	283 Park
Jadell Minniefield Construction Services, Inc	Demolition	1.7.2019	842 Delaware
Jurassic Junk	Junk Removal	3.11.2019	705 Mercer
KU Resources, Inc - Mitall Division	Engineering and Associated Services	2.6.2019	N/A
Likar Roofing	Roof Replacement	12.5.2019	418 Avenue D
Likar Roofing	Roof Replacement	12.5.2019	419 Avenue D

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Contractor	Purpose	Date Executed	Property
m Jayson Lndscp	Yard Maintenance	7.29.2019	224 highland
m Jayson Lndscp	Lawn mntnce	7.8.2019	multiple
Mark Turnley	Auditor		N/A
Rebuilding Together Pittsburgh	Property Rehab	6.1.2018	Braddock Hills
Roscoes Lawn	Lawn mntnce	7.25.2019	Multiple
Roscoes Lawn	Property mntnce	8.29.2019	Multiple
Steel Rivers Council Of Governments	Staffing Services		N/A
STR. Grants, LLC	ePropertyPlus Services	6.8.2017	N/A
STR. Grants, LLC	ePropertyPlus Services Renewal	5.3.2018	N/A
STR. Grants, LLC	ePropertyPlus Services Renewal		N/A
STR. Grants, LLC	ePropertyPlus Services Renewal		N/A
The Eads Group	Engineering and Associated Services	2018	842 Delaware
The HDH Group	Consultant Services for Demolition		842 Delaware
TrailBlaze Creative, LLC	Marketing Collaborative	6.4.19	N/A
TrailBlaze Creative, LLC	Marketing Collaborative		N/A
TrailBlaze Creative, LLC	Marketing Collaborative		N/A
Turtle Creek Valley Council of Governments	Staffing Services	5.1.2017	N/A
Turtle Creek Valley Council of Governments	Exterior Inspections of Properties		N/A
Warhold Mechanical	Furnace Service	9.18.2019	519 Sunnyside
Weber Collaborative Consulting	Consultant Services		N/A