

Tri-COG Land Bank
Board of Directors Meeting May 13, 2021 6:30pm
Virtual Meeting

Call to Order: 6:33pm by J. Fisher

Roll Call

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

Others Present

An Lewis
Emily Woodard
Gary Hitchins
Kayla Geahry
Natalie Boydston
Lydia Aceto
Mandi Culhane, GRB
Michelle Criner, Wilkins Twp

Pledge of Allegiance

Public Comments

A member of the public was present but had no comments.

Financial Report/Meeting Minutes

Motion to approve the minutes dated April 8, 2021.

Motion moved: M. Quinn

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

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

Motion moved: R. Livingston

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

Organizational Updates

Increasing Staff Capacity Discussion

A. Lewis explained that with the volume of properties that TCLB is currently handling, it's time to expand staff and hire a Project Coordinator; close to entry-level with at least a year of experience. The Board asked to receive a copy of the job description following the meeting.

Motion to authorize A. Lewis to advertise for a Program Coordinator position.

Motion moved: R. Livingston

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

Millvale MOU

TCLB wants to enter into a Memorandum of Understanding with the Millvale Community Development Corporation. TCLB has discussed transferring 1134 North Ave in Millvale with the MCDC as an initial pilot property. M. Culhane to review and approve.

Motion to authorize A. Lewis to enter into MOU with Millvale Community Development Corporation, following legal review and approval.

Motion moved: M. Quinn

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

ePropertyPlus Renewal

A. Lewis would like to renew TCLB's ePropertyPlus software subscription at \$12,155.06 per year. TCLB staff uses this software to manage all properties.

Motion to authorize A. Lewis to renew TCLB's ePropertyPlus software subscription for \$12,155.06.

Motion moved: D. Grass

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

2020 Annual Report

The board was provided with a copy of the 2020 Annual Report via Govenda. Physical copies will be printed and sent to all members, boroughs, etc.

TCLB Sold Properties

220 Poplar has officially sold. The new owners have already begun renovations and sent photos and updates to TCLB staff.

TCLB currently has 4 properties moving through the sale process, 9 properties with approved applications, and 9 properties listed for sale.

TCLB has worked with 87 properties total at this point, including all those in the pipeline for acquisition.

TCLB Owned Property Update

TCLB currently owns 52 properties: 42 houses, 1 commercial building, and 9 vacant lots.

Park Ave – Braddock Hills

Acquired at May Sheriff Sale. Vacant lot that will be combined for sale with the house next door already owned by TCLB.

712 Pittsburgh-McKeesport – Dravosburg

Acquired at May Sheriff Sale. Property is in good condition.

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302 Marshall Dr – McKeesport

Acquired at May Sheriff Sale. Property is in good condition.

37 Lawrence – Millvale

Acquired at May Sheriff Sale. House is unsafe and needs to be demolished. TCLB to potentially work with Women For a Healthy Environment on a lead-safer demolition.

611 Snowball – Monroeville

Acquired at May Sheriff Sale. Property requires a new roof, but seems salvageable.

658 Mortimer – Wilkins

Acquired at May Sheriff Sale. Vacant lot that will be combined for sale with the house next door already owned by TCLB.

519 Sunnyside – East Pittsburgh

Cabinets, granite, and floors have been installed. Once the wall leak is fixed, the property will be ready to list.

Property Application Review

418 Avenue D – Forest Hills

Application #1 – Jamal McDonald

Redevelopment plan to rehabilitate and operate property as rental.

The work plan and application summary were available to the Board for review via Govenda. The board discussed the difference between the application repair costs and the property assessment report; G. Hitchins explained that the owner would be doing the bulk of the work and purchasing building supplies from Construction Junction and the like, thus a lower price.

Application #2 – William Gorol

Redevelopment plan to rehabilitate and operate property as rental.

The work plan and application summary were available to the Board for review via Govenda. It was noted that Mr. Gorol is the Public Works Chair of the Forest Hills Borough Council.

A. Lewis explained that all applications meet TCLB guidelines and have reasonable plans. Because both applications were strong, the Board felt it best to go with the higher offer price.

The board felt that the application, work plan and budget from Jamal McDonald 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 418 Avenue D for sale to the applicant, Jamal McDonald.

Motion moved: M. Quinn

Seconded: D. Grass

All in favor, none opposed. Motion carried.

419 Avenue D – Forest Hills

Application #1 – William Gorol

Redevelopment plan to rehabilitate and operate property as rental.

The work plan and application summary were available to the Board for review via Govenda. The board discussed the lower offer amount and termite damage that was found following the property assessment report.

The board felt that the application, work plan and budget from William Gorol 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 419 Avenue D for sale to the applicant, William Gorol.

Motion moved: M. McKeever

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

326 North 3rd Street – Clairton

Application #1 – Gregory Chiprich

Redevelopment plan to rehabilitate, redevelop, and re-sell.

The work plan and application summary were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Gregory Chiprich 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 326 North 3rd Street for sale to the applicant, Gregory Chiprich.

Motion moved: R. Livingston

Seconded: M. Quinn

All in favor, none opposed. Motion carried.

133 8th Street – Turtle Creek

Application #1 – Aerial Green

Redevelopment plan to rehabilitate, redevelop, and re-sell.

The work plan and application summary were available to the Board for review via Govenda. The board discussed the difference between the application repair costs and the property assessment report; G. Hitchins explained that the owner would be doing the bulk of the work, thus a lower price. Based on photos of past work, TCLB staff explained that they believe the applicant has the skills necessary to complete this renovation.

The board felt that the application, work plan and budget from Aerial Green 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 133 8th Street for sale to the applicant, Aerial Green.

Motion moved: D. Grass

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

106 Bettis Road – Dravosburg

Application #1 – Brian Versetti and David Farrand

Redevelopment plan to rehabilitate, redevelop, and re-sell.

The work plan and application summary were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Brian Versetti and David Farrand 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 106 Bettis Road for sale to the applicants, Brian Versetti and David Farrand.

Motion moved: R. Livingston

Seconded: T. Kurta

All in favor, none opposed. Motion carried.

533 Constitution Circle – Clairton

Application #1 – Clairton Third LL (Mohammed Zamen and Raasheduddin Ahmed)

Redevelopment plan to rehabilitate and operate as rental.

The work plan and application summary were available to the Board for review via Govenda. R. Livingston explained that he is discouraged the property use is listed as rental, due to the instability of the neighborhood. Would like to stabilize neighborhoods and curtail the influx of new students coming and going and causing disruption in the school. TCLB staff explained that Clairton Third LL owns other properties in good standing with all taxes and municipal collections.

The board felt that the application, work plan and budget from Clairton Third LL 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 533 Constitution Circle for sale to the applicant, Clairton Third LL.

Motion moved: D. Grass

Seconded: M. Quinn

Five in favor, one opposed. Motion carried.

Listed Property Update

The board was provided with a list of properties currently listed for sale.

Disposition Process Update

Awaiting appraisals on 5 properties.

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Nine properties in Cohort 5 are now in Quiet Title process.

Three properties in Cohort 6 are next to start Quiet Title process.

Awaiting deeds for six properties in Cohort 7.

Approved Application – Property Update

705 Mercer St – Turtle Creek

Agreement of Sale and Addendum Executed.

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

Agreement of Sale executed by City of Bridges Community Land Trust. Working with GRB to schedule a closing date.

224 Highland Ave – Chalfant

Agreement of Sale executed. Closing to be scheduled following lateral line replacement/fix.

412 Alpine Village Dr – Monroeville

Agreement of Sale executed. Closing to be scheduled following lateral line replacement/fix.

1114 Wilkins Ave – Braddock Hills

Agreement of Sale executed.

2037 McKinney Rd – Monroeville

Agreement of Sale executed.

590 4th Street – Pitcairn

Agreement of Sale executed.

Tentative Sheriff Sale Schedule

TCLB should acquire two properties in August. There are 10 other properties that are TBD. Property owners have either paid or begun paying tax payments on three properties that had previously been identified to TCLB for acquisition.

Properties in Process

104 Elmwood St – Monroeville, 1601 Summit Dr – White Oak

60 Day Acquisition Deadline expires June 11, 2021.

147 Washington St – Edgewood

Petition for the Appointment of a Conservator filed; waiting for hearing to be scheduled.

311 Glosser St & Glosser St – East Pittsburgh

Donation of these properties is currently in progress.

581 6th St – Pitcairn – Potential Transfer from RAAC

TCLB staff is currently working on the transfer with RAAC. A. Lewis requested a reduced price, based on previous conversations with the Board.

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Request to Pursue Acquisition

Motion for TCLB Staff to pursue the acquisition of the following properties, contingent on title search results, and mail out 60 Day Letters for the acquisitions: 211 Wilkins Ave – Chalfant, 514 Walnut Ave – Clairton, 426 Baker Ave – Clairton, 528 Thompson Ave – Clairton, 145 Pennsylvania Ave – Clairton, 409 Fieldstone Dr – Monroeville, 2455 Saunders Station Rd – Monroeville, 422 James Street – Turtle Creek, 125 9th St – Turtle Creek, 713 Negley Ave – Wilkins, 142 Dorothy St – Wilkins, 129 Congress St – White Oak

Motion moved: M. McKeever

Seconded: D. Grass

All in favor, none opposed. Motion carried.

Spring 2021 Submissions Summary

The board was given a summary of types of properties submitted by TCLB members and breakdown of members that have submitted.

Adjourn

Motion to adjourn the meeting.

Motion moved: M. Quinn

Seconded: M. McKeever

All in favor, none opposed. Motion carried.

The meeting adjourned at 7:45pm.