

Tri-COG Land Bank
Board of Directors Meeting January 13, 2022 6:30pm
Steel Rivers Council of Governments – HSC Conference Room

Call to Order: 6:29pm by An Lewis

Roll Call

Jim Fisher: Absent
Deborah Grass: Present
Tony Kurta: Present
Richard Livingston: Absent
David Pasternak: Present via teleconference
Amanda Settelmaier: Present
Elaina Skiba: Present
Louis Weyand: Present
Robert Wratcher: Present

Others Present

An Lewis
Gary Hitchins, via teleconference
Natalie Boydston
Kayla Geahry
Joel Garceau
Mandi Culhane, GRB

Pledge of Allegiance

Public Comments

None

Financial Report/Meeting Minutes

Motion to approve the Minutes dated December 9, 2021.

Motion moved: D. Pasternak

Seconded: T. Kurta

All in favor, none opposed. Motion carried.

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

Motion moved: R. Wratcher

Seconded: D. Grass

All in favor, none opposed. Motion carried.

Organizational Updates

Statement of Financial Interest Forms

All members were reminded to fill out Statement of Financial Interest Forms and asked to provide a copy to TCLB for filing.

Officer Elections

D. Pasternak nominated Jim Fisher for Chair. Seconded by D. Grass.

R. Wratcher nominated David Pasternak for Vice Chair. Seconded by E. Skiba.

A. Settelmaier nominated Elaina Skiba for Treasurer. Seconded by R. Wratcher.

D. Grass nominated Amanda Settelmaier for Secretary. Seconded by R. Wratcher.

Motion to accept and appoint Jim Fisher as Chair, David Pasternak as Vice Chair, Elaina Skiba as Treasurer, and Amanda Settelmaier as Secretary.

Motion moved: R. Wratcher

Seconded: T. Kurta

All in favor, none opposed. Motion carried.

Suggested Meeting Schedule

The board discussed meeting the 2nd Thursday of every month, starting at 6:00pm. Quarterly meetings before Advisory Committees Meetings will start at 5:30pm. TCLB Staff to send out calendar meetings for all members.

GEDTF Concurring Resolution

Motion to approve the Concurring Resolution for the Vacant Land Acquisition and Blight Remediation for \$215,000 submitted October 2021.

Motion moved: A. Settelmaier

Seconded: E. Skiba

L. Weyand abstained; All in favor, none opposed. Motion carried.

Administrative Policies and Procedures

The board discussed updating the Administrative Policies and Procedures to address out of town investors. An example from Lucas County Land Bank was provided to the Board via Govenda for review.

A. Lewis and staff to draft a policy addition with M. Culhane for the Board to review at the February meeting.

Grant Account

TCLB applied for and received three grants in 2021/2022. In order to make bookkeeping easier and more precise, A. Lewis would like to open a Grant Funding account.

Motion to open a Grant Funding account at First Commonwealth Bank to handle incoming grant funding separate from the General Fund Account.

Motion moved: D. Pasternak

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

TCLB Sold Properties

Board members received a number breakdown of all sold properties in their board packet via Govenda.

Property Pipeline

TCLB has handled 111 total properties at this time. There are 40 properties in the acquisition process (25 houses, 15 vacant lots), 51 owned properties (37 houses, 1 commercial, 13 vacant lots), 6 property applications approved (5 houses, 1 vacant lot), and 20 properties sold (17 houses, 1 vacant lot, 2 side lots).

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Enforcement Mortgage Extension Request

Request by buyer of *1114 Wilkins Ave – Braddock Hills* for extension on 180 Day Commencement of Renovation Work in Enforcement Mortgage.

Motion to extend the Enforcement Mortgage on *1114 Wilkins – Braddock Hills* by 90 days.

Motion moved: R. Wratcher

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

TCLB Owned Property Update

TCLB currently owns 51 properties: 37 houses, 1 commercial building, and 13 vacant lots.

1601 Summit St – White Oak was acquired at January Sheriff Sale.

713 Negley Ave – Wilkins was acquired at January Sheriff Sale.

712 Pittsburgh McKeesport Blvd – Dravosburg was recently cleaned out.

Listed Property Update

842 Delaware – Braddock Hills

Still listed for sale.

323 24th St – McKeesport

Still listed for sale; owner occupancy restriction lifted.

1462 Madden – Monroeville

Still listed for sale; owner occupancy restriction lifted.

2712 5th St – Monroeville

Still listed for sale; owner occupancy restriction lifted.

422 Brunner Dr – Monroeville

Still listed for sale; owner occupancy restriction lifted.

736 7th St – Pitcairn

Still listed for sale; owner occupancy restriction lifted.

2105 Noble – Swissvale

Still listed for sale.

124 Patterson – Wilkins

Still listed for sale.

1808 Ohio Ave – White Oak

Still listed for sale; owner occupant restriction lifted.

Executive Session – Property/Application Information Session

The Board of Directors and Staff entered Executive Session at 7:08pm. Executive Session ended at 7:31pm.

Property Application Deliberation

1462 Madden Dr – Monroeville

Application #1 – PPS Philly 01 (David Scheuring)

Redevelopment plan to renovate and resell.

The board felt that the application, work plan and budget from PPS Philly 01 (David Scheuring) 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 1462 Madden Dr for sale to the applicant, PPS Philly 01 (David Scheuring).

Motion moved: R. Wratcher

Seconded: D. Grass

All in favor, none opposed. Motion carried.

422 Brunner Dr – Monroeville

Application #1 – RD Investors LLC (Ryan and Dillon Joyce)

Redevelopment plan to renovate and operate as rental.

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

Application #2 – PPS Philly 01 (David Scheuring)

Redevelopment plan to renovate and resell.

The work plan and application summary from PPS Philly 01 (David Scheuring) were available to the Board for review via Govenda.

The board discussed both applications and offers and decided to extend a counter offer to RD Investors LLC (Ryan and Dillon Joyce).

Motion to authorize A. Lewis and staff to extend a counter offer to RD Investors LLC (Ryan and Dillon Joyce) for 422 Brunner Dr.

Motion moved: D. Pasternak

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

2712 5th St – Monroeville

Application #1 – 1615 Graham Blvd Industries, LLC (Justin Chaz Peacock)

Redevelopment plan to renovate and resell.

The board felt that the application, work plan and budget from 1615 Graham Blvd Industries, LLC (Justin Chaz Peacock) 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 2712 5th St for sale to the applicant, 1615 Graham Blvd Industries, LLC (Justin Chaz Peacock).

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Motion moved: D. Pasternak
Seconded: R. Wratcher
All in favor, none opposed. Motion carried.

The Board discussed market values, expenditures to date on properties, etc. A. Lewis and Staff to provide appraisals and additional property information to board members at future meetings.

Disposition Process Update

Three properties are scheduled to be listed in early 2022; awaiting appraisals.

Eight properties in Cohort 6 are now in Quiet Title process.

Five properties in Cohort 7 are starting the Quiet Title process.

There are four properties in Cohort 8 that are next to start the Quiet Title process.

TCLB is waiting on deeds for two properties in Cohort 9.

Approved Application – Property Update

137 New Jersey – Clairton

Closing tentatively scheduled for January 20, 2022.

527 Sunnyside – East Pittsburgh

Rebuilding Together Pittsburgh's Home Loan Bank Application has been approved – closing to be scheduled.

430 Morris – Edgewood

Agreement of Sale executed; closing contingent upon receiving appropriate permits.

131 5th Ave – Rankin

Rebuilding Together Pittsburgh's Home Loan Bank Application has been approved – closing to be scheduled.

109 2nd St – South Versailles

Closing tentatively scheduled for January 20, 2022.

601 Boden St – Turtle Creek

Closing tentatively scheduled for January 20, 2022.

Tentative Sheriff Sale Schedule

There are 26 properties TBD; working their way through the Sheriff Sale process.

Properties in Process

147 Washington St – Edgewood

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

410 Stanton Avenue – Millvale

Potential donation; donation agreement mailed.

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*20 Ganster St – Etna, 17 Ganster St – Etna, Ganster St (222-P-112) – Etna, Ganster St (222-P-64 – Etna),
Ganster St (222-P-115) – Etna, 19 Ganster St – Etna, 18 Ganster St – Etna, Ganster St (222-P-63) – Etna,
Ganster St (222-P-107) – Etna, Ganster St (222-P-113) – Etna*

Waiting to start Sheriff Sale/Acquisition until receive notice if GEDTF Grant was funded.

315 Glosser Street – East Pittsburgh

Letter of Acquisition 60 Day Notice mailed – deadline to object is January 22, 2022.

A. Settelmaier inquired about property acquisition application deadlines, which are April 30 and September 30.

A. Lewis and Staff to begin having conversations with new and current members.

Adjourn

Motion to adjourn the meeting.

Motion moved: D. Pasternak

Seconded: R. Wratcher

All in favor, none opposed. Motion carried.

The meeting adjourned at 7:44pm.