

Tri-COG Land Bank
Board of Directors Meeting February 10, 2022 6:00pm
Steel Rivers Council of Governments – HSC Conference Room

Call to Order: 6:01pm by David Pasternak

Roll Call

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

Others Present

An Lewis
Gary Hitchins
Natalie Boydston
Kayla Geahry
Joel Garceau
Mandi Culhane, GRB
Anthony Colecchi, Glassport
Cheryl Sorrentino, Braddock Hills

Pledge of Allegiance

Public Comments

None

Financial Report/Meeting Minutes

Motion to approve the Minutes dated January 13, 2022.

Motion moved: E. Skiba

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

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

Motion moved: R. Wratcher

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

Organizational Updates

Landscaping Contractor

Received two bids for the 2022 landscaping season, which assumes biweekly cuts for 18 weeks between March 16 and November 16.

Motion to approve City Source Associates as landscaping contractor for the 2022 season.

Motion moved: R. Wratcher

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

September Board Meeting

Due to the CCP Conference on September 8, the board discussed and decided to move the meeting to Thursday, September 15 at 6pm.

Update to TCLB Administrative Policies and Procedures

TCLB staff drafted a section of the Administrative Policies and Procedures to address out of town investors, which was provided to the Board via Govenda for review. M. Culhane suggested updating the document to use 'transferee' throughout.

Motion to approve the update to TCLB Administrative Policies and Procedures with suggested changes.

Motion made: R. Wratcher

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

Updated Owner Occupancy Restriction Pilot

TCLB staff drafted an updated Owner Occupancy Restriction policy, which would allow both owner occupants and developers who will commit to selling to an owner occupant to apply for the first 90 days, which was provided to the Board via Govenda for review.

R. Livingston expressed that he believes this is a good solution to help promote owner occupancy in communities.

Motion to implement the updated Owner Occupancy Restriction for communities that prefer it.

Motion moved: R. Livingston

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Property Pipeline

TCLB has handled 111 total properties at this time. There are 40 properties in the acquisition process (26 houses, 14 vacant lots), 48 owned properties (34 houses, 1 commercial, 13 vacant lots), 5 property applications approved (4 houses, 1 vacant lot), and 23 properties sold (20 houses, 1 vacant lot, 2 side lots).

TCLB Sold Properties

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

137 New Jersey – Clairton

Sold January 20, 2022.

109 2nd Street – South Versailles

Sold January 20, 2022.

Tri-COG Land Bank
Board of Directors Meeting February 10, 2022 6:00pm
Steel Rivers Council of Governments – HSC Conference Room

601 Boden Street – Turtle Creek
Sold January 24, 2022.

Enforcement Mortgage Summary

In 2021, TCLB issued 14 enforcement mortgages total. Two enforcement mortgages to date have been satisfied.

So far in 2022, TCLB has issued 3 enforcement mortgages.

601 Boden Street – Turtle Creek
Buyer request for Enforcement Mortgage to be made second to financing.

Motion to make TCLB Enforcement Mortgage second to financing for 601 Boden Street in Turtle Creek.
Motion made: A. Settelmaier
Seconded: R. Wratcher
All in favor, none opposed. Motion carried.

422 Brunner Dr – Monroeville
Planned use is currently to ‘develop as rental’ – buyer would like to update to ‘develop as rental or develop to sell’.

Motion to update the planned use for 422 Brunner Dr from ‘develop as rental’ to ‘develop as rental or develop to sell’.
Motion made: R. Livingston
Seconded: R. Wratcher
All in favor, none opposed. Motion carried.

Motion to authorize A. Lewis and staff to exercise their discretion when a buyer would like to update the planned use for a property.
Motion made: R. Wratcher
Seconded: A. Settelmaier
All in favor, none opposed. Motion carried.

TCLB Owned Property Update

TCLB currently owns 48 properties: 34 houses, 1 commercial building, and 13 vacant lots.

409 Fieldstone Dr – Monroeville was recently cleaned out.

451 Blackberry Dr – Monroeville was recently cleaned out.

Listed Property Update

105 Lynnwood Ave + vacant lots – Chalfant
Listed for sale; under owner occupant restriction until March 26, 2022.

611 Mercer St – Turtle Creek
Listed for sale; under owner occupant restriction until March 26, 2022.

Tri-COG Land Bank
Board of Directors Meeting February 10, 2022 6:00pm
Steel Rivers Council of Governments – HSC Conference Room

306 Sherman Ave + vacant lot – Dravosburg

Listed for sale; under owner occupant restriction until March 26, 2022.

2712 5th St – Monroeville

Re-listed for sale.

842 Delaware – Braddock Hills

Still listed for sale.

323 24th St – McKeesport

Still listed for sale.

736 7th St – Pitcairn

Still listed for sale.

2105 Noble – Swissvale

Still listed for sale.

124 Patterson – Wilkins

Still listed for sale.

1808 Ohio Ave – White Oak

Still listed for sale.

Executive Session – Property/Application Information Session

The Board of Directors and Staff entered Executive Session at 6:32pm. Executive Session ended at 6:40pm.

Property Application Deliberation

1134 North Ave – Millvale

Application #1 – Millvale Community Development Corporation

Redevelopment plan to renovate and resell to owner occupant.

The board felt that the application, work plan and budget from Millvale Community Development Corporation 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 1134 North Ave for sale to the applicant, Millvale Community Development Corporation for property costs per MOU.

Motion moved: R. Wratcher

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Disposition Process Update

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

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

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

Approved Application – Property Update

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.

1462 Madden Dr – Monroeville

Agreement of Sale in process.

131 5th Ave – Rankin

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

422 Brunner Dr – Monroeville

Agreement of Sale executed.

Tentative Sheriff Sale Schedule

TCLB is set to acquire two properties at the March Sheriff Sale and three properties at the April Sheriff Sale.

There are 22 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

Donation agreement executed.

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

GEDTF funding was not approved. Reviewing new grant opportunity. TCLB cannot apply – a municipality must be the applicant, but a nonprofit can utilize the funding.

Motion for TCLB staff to pursue the acquisition of 2727 Grandview Ave – McKeesport, 1806 Grandview Ave – McKeesport, 2114 Duquesne Ave – McKeesport, and 901 Oak Avenue Extension – Turtle Creek, contingent on title search results, and mail out 60-Day Acquisition Notices.

Motion moved: R. Livingston

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

Tri-COG Land Bank
Board of Directors Meeting February 10, 2022 6:00pm
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Adjourn

Motion to adjourn the meeting.

Motion moved: E. Skiba

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

The meeting adjourned at 6:51pm.