

Tri-COG Land Bank
Board of Directors Meeting September 15, 2022 5:30pm
Steel Rivers Council of Governments – HSC Conference Room

Call to Order: 5:42pm by J. Fisher

Roll Call

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

Others Present

Natalie Boydston
Anthony Colecchi, Glassport
Mandi Culhane, GRB Law
Kayla Geahry
Gary Hitchins
An Lewis
Vannie Wang
Emily Woodard
Member of the public

Pledge of Allegiance

Public Comments

None

Agenda Additions

Motion to add the approval of the MOU with PWSA to the agenda, based on a timely need to act.

Motion moved: E. Skiba

Seconded: D. Pasternak

All in favor, none opposed. Motion carried.

Motion to add the acquisition of 1314 Middle St – Sharpsburg to the agenda, based on a timely need to act.

Motion moved: E. Skiba

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

Financial Report/Meeting Minutes

Motion to approve the Minutes dated August 11, 2022.

Motion moved: E. Skiba

Seconded: D. Pasternak

All in favor, none opposed. Motion carried.

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

Motion moved: D. Pasternak

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Organizational Updates

Preparing Offices

A. Lewis informed the Board that a notice is likely to arrive this month concerning the SRCOG request for \$1.5 million per year to do violence prevention work. If approved, it will lead to an increase of 12-15 staff members. Due to the fact that staff is currently at capacity with existing office space, A. Lewis requested approval to run wiring for phones and internet pending notice of grant approval.

Motion to authorize A. Lewis to hire a vendor to install wiring for new office space, contingent upon grant approval, with costs to be split with SRCOG.

Motion moved: D. Pasternak

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

TCLB Job Positions

A. Lewis informed the Board that TCLB is at a capacity where additional staff are needed. The first position will be a Property Coordinator to assist Property Development Manager and will also assist with SRCOG building maintenance.

The second position will focus more on TCLB Community Engagement Programs in a 60/40 split with SRCOG. This Community Engagement Coordinator will attend TCLB/SRCOG member council meetings to maintain better staff presence within footprint.

A. Lewis anticipates a salary range for each position between high \$30k and low \$40k and requested authorization to advertise and hire for both positions.

Motion to authorize A. Lewis to advertise and hire a Property Coordinator and Community Engagement Coordinator, both to be shared with SRCOG.

Motion moved: D. Pasternak

Seconded: L. Weyand

Roll call vote: J. Fisher – Yes, R. Livingston – Yes, D. Pasternak – Yes, A. Settelmaier – Yes, E. Skiba – Yes, L. Weyand – Yes

Motion carried.

TCLB Property Pricing Consideration

306 Sherman Ave – Dravosburg & 410 Stanton Ave – Millvale

A. Lewis informed the Board that both properties have been on the market for long periods of time with little interest. Both properties require a large amount of renovation to save from demolition. The Board discussed holding costs and timelines for pulling them off the market to demolish. N. Boydston informs the board if they do not sell, TCLB will consider applying for Act 152 funding in the future for demolition.

Motion to authorize TCLB staff to reduce the prices of both 306 Sherman Ave – Dravosburg and 410 Stanton Ave – Millvale to \$9,999.00.

Motion moved: R. Livingston

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

Nomination Committee

Three 3-year Board Member terms are expiring:

1. School District Representative: Richard Livingston, eligible to run
2. Municipal Representative: Elaina Skiba, eligible to run
3. Qualified Professional Representative: Robert Wratcher, not eligible to run due to term limits

Two 2-year Board Member terms are expiring:

1. School District Representative: Jim Fisher, not eligible to run due to term limits
2. Qualified Professional Representative: Deborah Grass, not eligible to run due to term limits

A. Lewis will continue to reach out to potential candidates and work with the nomination committee to pull together a list of potential members.

PWSA MOU

Motion to authorize J. Fisher and A. Lewis to sign the MOU between TCLB and PWSA that lays out a process by which outstanding liens on TCLB properties will be forgiven.

Motion moved: E. Skiba

Seconded: D. Pasternak

All in favor, none opposed. Motion carried.

Property Pipeline

TCLB has handled 151 total properties at this time. There are 67 properties in the acquisition process, 51 owned properties, 6 property applications approved (5 houses, 1 vacant lot), and 33 properties sold (30 houses, 1 vacant lot, 2 side lots). Five enforcement mortgages to date have been satisfied.

Discussion about cost vs income for all properties TCLB has sold thus far. A. Lewis explained that staff is currently working on a more in-depth analysis of this information.

TCLB Sold Properties

131 5th Ave – Rankin

Sold to RTP in March 2022 as part of Federal Home Loan Bank program. Renovations are almost complete and open house is being scheduled.

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527 Sunnyside – East Pittsburgh
Second property sold to RTP in March; renovations are moving forward.

TCLB Owned Property Update

TCLB currently owns 51 properties: 36 houses, 1 commercial building, and 14 vacant lots.

Newly Acquired Properties

514 Walnut St – Clairton was acquired at September Sheriff Sale.

Listed Property Update

842 Delaware – Braddock Hills

Still listed for sale.

105 Lynnwood Ave + vacant lots – Chalfant

Still listed for sale.

712 Pittsburgh-McKeesport Blvd – Dravosburg

Still listed for sale.

306 Sherman Ave + vacant lot – Dravosburg

Still listed for sale.

323 24th St – McKeesport

Still listed for sale.

199 Oxford Dr – McKeesport

Still listed for sale; owner occupancy restriction lifted on September 11, 2022.

410 Stanton Ave – Millvale

Still listed for sale.

451 Blackberry Dr – Monroeville

Still listed for sale; owner occupancy restriction lifted on September 11, 2022.

2105 Noble – Swissvale

Still listed for sale.

611 Mercer St – Turtle Creek

Still listed for sale.

124 Patterson – Wilkins

Still listed for sale.

Executive Session – Property/Application Information Session

Motion to enter executive session at 6:19pm.

Motion moved: J. Fisher

Seconded: D. Pasternak

All in favor, none opposed. Motion carried.

Executive Session ended at 6:24pm.

Property Application Deliberation

323 24th St – McKeesport

Application #1 – Restore Unlimited LLC (Matt and Danni Geiser)

Redevelopment plan to rehabilitate and re-sell.

The work plan and application summary from Restore Unlimited LLC (Matt and Danni Geiser) were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Restore Unlimited LLC (Matt and Danni Geiser) 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 *323 24th St – McKeesport* for sale to the applicants, Restore Unlimited LLC (Matt and Danni Geiser).

Motion moved: R. Livingston

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

124 Patterson St - Wilkins

Application #1 – Malachi & Fred Hickman

Redevelopment plan to rehabilitate and occupy as owner occupant.

The work plan and application summary from Malachi & Fred Hickman were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Malachi & Fred Hickman 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 *124 Patterson St – Wilkins* for sale to the applicant, Malachi & Fred Hickman.

Motion moved: A. Settelmaier

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

Disposition Process Update

Seven properties in Cohort 8 are in the Quiet Title process and should be listed Winter 2022.

Six properties in Cohort 9 are starting the Quiet Title process.

Four properties in Cohort 10 are next to start the Quiet Title process.

TCLB is waiting on a deed for one property in Cohort 11.

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Approved Application – Property Update

430 Morris – Edgewood

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

113 Center Ave – East Pittsburgh

Agreement of Sale executed.

252 Azalea Dr – Monroeville

Agreement of Sale executed.

609 Sunnyside Ave – East Pittsburgh

Agreement of Sale executed.

721 Spruce St – Blawnox

Agreement of Sale executed.

34 Chartiers Ave – Rankin

Agreement of Sale executed.

Tentative Sheriff Sale Schedule

TCLB is set to acquire two properties at the October Sheriff Sale.

There are 61 properties TBD; working their way through the Sheriff Sale process.

Properties in Process

147 Washington St – Edgewood

Re-filing the petition for the appointment of a Conservator. Back roof falling in due to water damage; property will likely need to be demolished. Revisit this with Mandi, TCVCOG and Borough of Edgewood to find a new way to move forward to support demolition.

568 Stokes Ave – North Braddock

Potential donation. TCLB staff working through the process with a family member currently.

1314 Middle St – Sharpsburg

Motion to approve the acquisition of 1314 Middle St – Sharpsburg and mail out 60-day acquisition notices, with the intention to designate the property as affordable housing, per the request of Sharpsburg.

Motion moved: A. Settelmaier

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Adjourn

Motion to adjourn the meeting.

Motion moved: J. Fisher

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

The meeting adjourned at 6:34pm.