

Tri-COG Land Bank
Board of Directors Meeting October 13, 2022 6:00pm
Steel Rivers Council of Governments – HSC Conference Room

Call to Order: 6:01pm by D. Pasternak

Roll Call

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

Others Present

Natalie Boydston
Joel Garceau
Anthony Colecchi, Glassport
Mandi Culhane, GRB Law
Gary Hitchins
An Lewis
Vannie Wang

Pledge of Allegiance

Public Comments

None

Financial Report/Meeting Minutes

Motion to approve the Minutes dated September 15, 2022.

Motion moved: R. Livingston

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

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

Motion moved: A. Settelmaier

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Organizational Updates

December Board Meeting

Due to scheduling conflicts, A. Lewis recommended the December meeting be moved to December 15, 2022. Board members approved.

Remote Attendance

A. Lewis explained that quorum requires in-person attendance, but discussed the option of providing an option for remote attendance, which must be advertised. D. Pasternak noted that people expect a remote option now. A. Lewis committed to continuing to provide a remote option but reaffirmed the need for in-person attendance for quorum.

Draft 2023 Budget

A. Lewis noted that the draft 2023 budget would be discussed in executive session at the end of the meeting.

New Members

Motion to approve Resolution 2-2022 to accept Steel Valley School District as a member of the Tri-COG Land Bank starting January 1, 2023.

Motion moved: E. Skiba

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

Motion to approve Resolution 3-2022 to accept West Homestead Borough as a member of the Tri-COG Land Bank starting January 1, 2023.

Motion moved: L. Weyand

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

Motion to approve Resolution 4-2022 to accept Homestead Borough as a member of the Tri-COG Land Bank starting January 1, 2023.

Motion moved: R. Livingston

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Snow and Ice Removal

Motion to approve a contract with City Source Associates for snow and ice removal for the 2022-2023 season for a price of \$50 per property visit.

Motion moved: R. Livingston

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Credit Card Policy

Motion to approve the Credit Card Policy and authorize A. Lewis to open credit card accounts for TCLB staff subject to the solicitor's final approval.

Motion moved: A. Settelmaier

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Lowe's Account

Motion to authorize A. Lewis and staff to open a tax-exempt account at Lowe's for the purchase of necessary materials for property maintenance.

Motion moved: R. Livingston

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Home Depot Account

Motion to authorize A. Lewis and staff to open a tax-exempt account at Home Depot for the purchase of necessary materials for property maintenance.

Motion moved: R. Livingston

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

RTP Open House

Rebuilding Together Pittsburgh recently hosted an open house for 131 5th Ave in Rankin. Before and after photos were shared with the Board.

Property Pipeline

TCLB has handled 151 total properties at this time. There are 66 properties in the acquisition process, 51 owned properties, 7 property applications approved (6 houses, 1 vacant lot), and 34 properties sold (30 houses, 1 vacant lot, 2 side lots). Five enforcement mortgages to date have been satisfied.

TCLB Sold Properties

252 Azalea Dr – Monroeville

Closed on October 6, 2022.

TCLB Owned Property Update

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

DCED Grant Update

A. Lewis explained that the lowest bid received for the DCED grant project was \$78,018 from American Contracting Enterprises, Inc.

Motion to add the awarding of the contract for the DCED grant project to the agenda, based on a timely need to act.

Motion moved: E. Skiba

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

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Motion to authorize A. Lewis and staff to enter into contract with American Contracting Enterprises, Inc. in the amount of \$78,018 for the DCED grant project located in Braddock Hills, North Braddock, Swissvale, and Wilkins.

Motion moved: R. Livingston

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Act 152 Application

TCLB received \$24,500 in grant funding to demolish 36 *Chartiers Ave – Rankin*.

Newly Acquired Properties

422 *James St – Turtle Creek* was acquired at October Sheriff Sale.

Property Clean Out

125 9th *St – Turtle Creek* was recently cleaned out.

Property Demolition

37 *Lawrence – Millvale* was demolished on October 12, 2022.

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.

199 *Oxford Dr – McKeesport*

Still listed for sale.

410 *Stanton Ave – Millvale*

Still listed for sale.

451 *Blackberry Dr – Monroeville*

Still listed for sale.

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2105 Noble – Swissvale

Still listed for sale.

611 Mercer St – Turtle Creek

Still listed for sale.

Executive Session – Property/Application Information Session

Motion to enter executive session at 6:27pm.

Motion moved: E. Skiba

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Executive Session ended at 6:51pm.

Property Application Deliberation

611 Mercer St – Turtle Creek

Application #1 – Kenyetta Jones

Redevelopment plan to rehabilitate and re-sell.

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

The board felt that the application, work plan and budget from Kenyetta Jones 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 *611 Mercer St – Turtle Creek* for sale to the applicant, Kenyetta Jones.

Motion moved: R. Livingston

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

410 Stanton Ave – Millvale

Application #1 – Skender Homes Group, LLC (John Skender)

Redevelopment plan to rehabilitate and occupy as owner occupant.

The work plan and application summary from Skender Homes Group, LLC (John Skender) were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Skender Homes Group, LLC (John Skender) 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 *410 Stanton Ave – Millvale* for sale to the applicant, Skender Homes Group, LLC (John Skender).

Motion moved: L. Weyand

Seconded: T. Kurta

All in favor, none opposed. Motion carried.

451 Blackberry Dr – Monroeville

Application #1 – Pretty Pickle Properties (Terri Cowans)

Redevelopment plan to rehabilitate and occupy as owner occupant.

The work plan and application summary from Pretty Pickle Properties (Terri Cowans) were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Pretty Pickle Properties (Terri Cowans) 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 *451 Blackberry Dr – Monroeville* for sale to the applicant, Pretty Pickle Properties (Terri Cowans).

Motion moved: A. Settelmaier

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

2105 Noble St - Swissvale

Application #1 – Guanghui Li and Yungfeng Deng

Redevelopment plan to rehabilitate and occupy as office space, showroom, and storage for applicants' HVAC business.

The work plan and application summary from Guanghui Li and Yungfeng Deng were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from Guanghui Li and Yungfeng Deng 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 *2105 Noble – Swissvale* for sale to the applicants, Guanghui Li and Yungfeng Deng.

Motion moved: E. Skiba

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Disposition Process Update

TCLB staff are preparing seven properties in Cohort 8 to be listed for sale.

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

Four properties in Cohort 10 recently began the Quiet Title process.

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TCLB is waiting on deeds for two properties in Cohort 11.

Approved Application – Property Update

430 Morris – Edgewood

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

721 Spruce St – Blawnox

Agreement of Sale executed.

124 Patterson – Wilkins

Agreement of Sale executed.

323 24th St – McKeesport

Agreement of Sale executed.

113 Center Ave – East Pittsburgh

Agreement of Sale executed.

609 Sunnyside Ave – East Pittsburgh

Agreement of Sale executed.

34 Chartiers Ave – Rankin

Agreement of Sale executed.

Tentative Sheriff Sale Schedule

TCLB is set to acquire four properties at the November Sheriff Sale and one property at the December Sheriff Sale.

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

Properties in Process

147 Washington St – Edgewood

Evaluating acquisition avenues due to property likely needing to be demolished.

568 Stokes Ave – North Braddock

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

1314 Middle St – Sharpsburg

October Sheriff Sale – Money Made; no longer pursuing acquisition.

Adjourn

Motion to adjourn the meeting.

Motion moved: E. Skiba

Seconded: R. Livingston

All in favor, none opposed. Motion carried.

The meeting adjourned at 7:05pm.