

Tri-COG Land Bank
Board of Directors Meeting September 14, 2023 5:30pm
Steel Rivers Council of Governments – HSC Conference Room

Call to Order: 5:32pm by D. Pasternak

Roll Call

Jim Fisher: Absent
Crystal Jennings-Rivera: Present
Tony Kurta: Present
Richard Livingston: Absent
David Pasternak: Present
Maureen Quinn: Present
Amanda Settelmaier: Present
Elaina Skiba: Present
Louis Weyand: Present

Others Present

Natalie Boydston
An Lewis
Kayla Geahry
Mandi Culhane, GRB Law

Pledge of Allegiance

Public Comments

None.

Financial Report/Meeting Minutes

Motion to approve the Minutes dated August 10, 2023.

Motion moved: A. Settelmaier

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

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

Motion moved: L. Weyand

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried.

Executive Session – Property/Application Information Session

Motion to enter executive session at 5:34pm.

Motion moved: E. Skiba

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Executive Session ended at 5:51pm.

Property Application Deliberation

581 6th St – Pitcairn

Application #1 – James Dell and Brittany Arner

Use plan to occupy as owner occupant.

The application summary from James Dell and Brittany Arner was available to the Board for review via Govenda.

The board felt that the application and budget from James Dell and Brittany Arner satisfied all requirements, were consistent with the TCLB policies on disposition, and the proof of financing to support the purchase of the property was sufficient.

Motion to authorize A. Lewis and staff to offer *581 6th St – Pitcairn* for sale to the applicant, James Dell and Brittany Arner.

Motion moved: A. Settelmaier

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

422 James St – Turtle Creek

Application #1 – UM Properties, LLC

Redevelopment plan to renovate and re-sell to owner occupant.

The work plan and application summary from UM Properties, LLC were available to the Board for review via Govenda.

The board felt that the application, work plan and budget from UM Properties, LLC 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 extend a counter offer for *422 James St – Turtle Creek* to the applicant, UM Properties, LLC.

Motion moved: E. Skiba

Seconded: A. Settelmaier

All in favor, none opposed. Motion carried

129 Congress St – White Oak

Application #1 – UM Properties, LLC

Redevelopment plan to renovate and re-sell to owner occupant.

The work plan and application summary from UM Properties, LLC were available to the Board for review via Govenda.

Motion to reject the application from UM Properties, LLC for *12 Congress St – White Oak* due to the pending sale of their first TCLB property located at *422 James St – Turtle Creek*.

Motion moved: E. Skiba

Seconded: C. Rivera

All in favor, none opposed. Motion carried

Organizational Updates

Agreement Execution

The Board discussed giving Natalie Boydston the power to sign real estate related documents related to closing and mortgage satisfaction.

Motion pursuant to Section 2110(g)(2) of the Pennsylvania Land Bank Act to delegate to the Land Bank's Director of Program Operations the authority to enter into and execute agreements, instruments of conveyance and other related documents relating to the conveyance of real property by the land bank.

Motion moved: L. Weyand

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Cyber Liability Insurance Policy

Motion to authorize A. Lewis to renew the TCLB Cyber Liability Insurance Policy (\$1,000,000) with Lloyds of London at a cost of \$2,070 for the year.

Motion moved: A. Settelmaier

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

Winter Holiday Meeting

A. Lewis and Board discuss the Allegheny County Boroughs Association General Membership Meeting December 14, 2023 – the same date as the TCLB Winter Holiday Meeting. Board discussed and elected to keep the date.

Property Pipeline

TCLB has 186 properties currently in the pipeline. There are 78 properties in the acquisition process, 55 owned properties, 7 property applications approved, and 54 properties sold. To date, 15 enforcement mortgages have been satisfied. TCLB has owned 109 properties to date.

TCLB Owned Property Update

TCLB currently owns 56 properties: 38 houses and 18 vacant lots.

Listed Property Update

	Property	Owner Occupant Restriction?	List Price	Reno Estimate
1	842 Delaware, Braddock Hills	No	\$5,000	Vacant Lot
2	713 Negley, Wilkins	No	\$5,000	\$58,498
3	129 Congress, White Oak	No	\$34,000	\$29,975
4	2321 Buena Vista (And Vacant Lot), Swissvale	October 30, 2023	\$55,000	\$35,712
5	37 Lawrence, Millvale	No	\$5,000	Vacant Lot
6	12 Joseph, Millvale	No	\$57,500	\$74,600
7	242 Seneca, Turtle Creek	October 30, 2023	\$35,000	\$55,802
8	422 James, Turtle Creek	October 30, 2023	\$40,000	\$37,603
9	2645 Woodlawn, Monroeville	October 30, 2023	\$40,000	\$24,322
10	2647 Woodlawn, Monroeville	October 30, 2023	\$30,000	No Estimate
11	581 6 th St, Pitcairn	August 11, 2024	\$83,000	Move in Ready
12	Park 235-M-38 & 283 Park Ave, Braddock Hills	Vacant Lots	\$14,500	Vacant Lots
13	Glosser St - 375-P-281 / 375-P-282 / 375-P-283, East Pittsburgh	Vacant Lots	\$5,500	Vacant Lots
14	Buena Vista St (235-E-278, 235-E-280, 235-E-281), Swissvale	Vacant Lots	\$14,500	Vacant Lots
15	Interlaken Dr, Monroeville	Vacant Lot	\$43,000	Vacant Lot

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DCED Grant Update

N. Boydston informed the Board that great progress has been made at *650 Mortimer – Wilkins*, but the gas line will need replaced. Will bring a motion for approval at a later meeting. A bid for *1172 Grandview Ave– North Braddock* has been received.

PHARE Funding Request Update

No update.

Disposition Process Update

TCLB is preparing to list one property for sale.

Six properties are in the Quiet Title process.

Five properties are next to start the Quiet Title process.

Four properties are waiting to be demolished (ACT 152 Funds).

Five properties finished the Quiet Title process and are holding for various reasons.

One property is being held to start the Quiet Title process.

Approved Application – Property Update

1042 North Ave – Millvale

Agreement of Sale executed. Closing to be scheduled soon.

125 9th St – Turtle Creek

Agreement of Sale executed.

105 Lynnwood, 109 Lynnwood, Lynnwood – Chalfant

Agreement of Sale executed.

36 Chartiers Ave – Rankin

Agreement of Sale executed. Putting bid packet together for demolition.

2342 Buena Vista – Swissvale

Agreement of Sale executed.

568 Stokes Ave – North Braddock

Agreement of Sale executed.

243 Hawkins Ave – North Braddock

Agreement of Sale in process.

Tentative Sheriff Sale Schedule

TCLB is set to acquire 1 property at the October Sheriff Sale, 2 properties at the November Sheriff Sale, and 11 properties at the December or January Sheriff Sale.

There are 62 properties TBD; working their way through the Sheriff Sale process.

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TCLB has stopped pursuing 4 properties as taxes have been paid in full.

Properties in Process

915-917 Clay St (167-M-332) – Sharpsburg

60-Day Acquisition notices mailed – deadline to object September 18, 2023.

147 Washington St – Edgewood

TCLB appointed as Conservator.

Executive Session – Properties in Legal Action

Motion to enter executive session at 6:03pm.

Motion moved: A. Settelmaier

Seconded: E. Skiba

All in favor, none opposed. Motion carried.

Executive Session ended at 6:10pm.

W 9th Ave (130-N-385) – Homestead, W 9th Ave (130-N-387) – Homestead, W 9th Ave (130-N-389) – Homestead, W 9th Ave (130-N-391) – Homestead, W 13th Ave (131-F-319) – Homestead, W 13th Ave (131-F-318) – Homestead, W 13th Ave (131-F-320) – Homestead, W 13th Ave (131-F-321) – Homestead, E 16th Ave (131-C-377) – Homestead, W 11th Ave (131-B-049) – Homestead, W 11th Ave (131-B-047) – Homestead, W 11th Ave (131-B-045) – Homestead, W 11th Ave (131-B-044) – Homestead, W 11th Ave (131-B-040) – Homestead, W 11th Ave (131-B-038) – Homestead, Bailie Ave (382-H-029) – McKeesport, Stokes Ave (301-K-219) – North Braddock, Stokes Ave (301-K-220) – North Braddock

TCLB Board Approved – waiting to pursue the acquisition of the above listed properties, contingent on title search results, and review of acquisition strategy.

Adjourn

Motion to adjourn the meeting.

Motion moved: E. Skiba

Seconded: L. Weyand

All in favor, none opposed. Motion carried.

The meeting adjourned at 6:11pm.