

**LACKAWANNA COUNTY LAND BANK
REGULAR MEETING MINUTES
December 8, 2017**

The regular meeting of the Lackawanna County Land Bank was held on December 8, 2017 in the Commissioners' Conference Room, 200 Adams Avenue. Sixth Floor, Scranton, Pennsylvania.

At 10:00 am Chairman O'Malley called the meeting to order and all joined in the Pledge of Allegiance.

ROLL CALL

Roll Call was taken by George Kelly (member)
Commissioner O'Malley (Chairman) - Present
Henry Deecke – Excused
Linda Aebli – Present
Marion Gatto – Excused
Terrence McDonnell – Present
Steve Pitoniak – Present

Also present were Atty. Joseph Colbassani, Land Bank Legal Counsel, Ron Koldjeski, Deputy Director of Tax Claim, and Ralph Pappas, Business Relations Manager, Department of Economic Development.

PUBLIC COMMENT ON AGENDA ITEMS ONLY

There were no comments made.

MINUTES

A motion was made by Ms. Linda Aebli and seconded by Mr. Terrence McDonnell to approve the minutes of the November 9, 2017 regular meeting as prepared and presented.

All in Favor

PRESENTATION of VOUCHERS for EXAMINATION and APPROVAL

A motion was made by Mr. Steve Pitoniak and seconded by Mr. Terrence McDonnell to approve voucher expenditures of November 10, 2017 and December 8, 2017, as presented.

All in Favor

DISCUSSION ITEMS

a) Bid Opening – 624 Galvin Place

The Land Bank has received 2 applications for this parcel at 624 Galvin Street. They are as follows:

A property purchase application was received from Kevin Mitchell on October 25, 2017. He would like to rehab the property for a rental property or for resale. A second application was received from Kayla and Rodney D'Agostino on November 9th 2017. Both applicants were advised that they could submit an additional sealed bid to be opened today, December 8th's board meeting. Kevin Mitchell submitted a bid of \$850.00. Kayla and Rodney D'Agostino confirmed their original bid of \$1000 is still valid and they were not submitting a revised bid. The Advisory Committee recommended the D'Agostino's bid be accepted. The board decided moving forward the bidding process would be adjusted and it would be a requirement to follow that revised procedure.

b) Land Bank Website

George Kelly stated that three (3) RFP's are put out to bid for work on the website. Two (2) have come back with reasonable bids. Once the third RFP is received it will be brought to the Board to make a decision.

c.) Taylor Intergovernmental Cooperation Agreement

Taylor Borough has 110 acres by McDade Park the Land Bank would like to obtain. Environmental studies thru the counties EPA Grant are being performed on the parcel. In discussions with Taylor Council they have voiced the opinion that they would like to have control over properties coming into and out of Land Bank, they do not want to give the Land Bank carte blanc power to operate in Taylor. Mr. Kelly recommended tabling adding Taylor Borough to the Land Bank. The Board agreed.

d.) 2018 Meeting Schedule

The Land Bank Board agreed to continue to hold the regular meetings on the second Friday of each month with the Advisory Committee Meeting to be held prior to the Board Meeting.

ADVISORY COMMITTEE UPDATE:

a) Side Lot Applications – Adjacent Property Owners:

Ms. Linda Aebli stated the Land Bank has received two (2) application for a side lots at 912 West Lackawanna Ave and 906-908 West Lackawanna Ave. They were received from

Paul Bidwell on November 1, 2017. Mr. Bidwell owns the adjacent property located at 910 West Lackawanna Ave. The Advisory committee recommends the applications be approved.

b) Property Purchase Applications:

A property purchase application was received on October 27, 2017 from the Scranton Lackawanna Resource Development Corporation (SLRDC), an arm of the Scranton Lackawanna Human Development Agency (SLHDA). SLRDC would like to rehab a property at 225 Putnam Street. They submitted a bid of \$100.00. The Advisory committee recommended the bid be accepted.

The Land Bank also received an application for a parcel at 1109 Poplar Street from Celeste Solivan. She would like to rehab the property for affordable housing. Ms. Solivan submitted a bid of \$1000.00. The Advisory committee recommended the bid be accepted.

c) Additional Properties to be acquired from the Repository of Unsold Properties:

The Advisory Committee recommends the Board acquire a parcel at 601 Prospect Avenue from the Repository of Unsold Properties.

ADDITIONAL INFORMATION

A discussion took place in regards to setting up a meeting with city representatives including Pat Hinton, Wayne Beck, Jessica Boyles, Lori Reed, Linda Aebli, Tom Oleski, and Pat Rogan to discuss how the city and county can work together to improve the Land Bank process.

ACTION ITEMS

Property Acquisitions

Resolution NO. 17-033, the Acquisition of additional property from the Tax Claim Office Repository List of Unsold Property

Motion by Linda Aebli

Seconded by Terrence McDonnell

All in favor

Resolution NO. 17-034 Approving the Donation of a property to the Land Bank from Habitat for Humanity

Motion by Steve Pitoniak

Seconded by Terrence McDonnell

All in Favor

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Property Disposition

Resolution NO. 17-035 Approving the Conveyance of Certain Land Bank Owned Properties under the Land Bank Side Lot Program

Motion by Steve Pitoniak

Seconded by Terrence McDonnell

All in favor

Resolution NO. 17-036, Approving the Conveyance of Certain Land Bank Owned Properties under the Land Bank Side Lot Program

Motion by Terrence McDonnell

Seconded by Steve Pitoniak

All in favor

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

There were no comments made.

ADJOURNMENT

As all business had been conducted, a motion to adjourn was made by Terrence McDonnell with a second by Linda Aebli. The motion carried and the meeting was adjourned.

Marion Gatto, Secretary

Prepared by Margaret Piccotti