

**LACKAWANNA COUNTY LAND BANK
REGULAR MEETING MINUTES
February 9, 2018**

The regular meeting of the Lackawanna County Land Bank was held on February 9, 2018 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 – Present
Linda Aebli – Present
Marion Gatto – Present
Terrence McDonnell – Present
Steve Pitoniak – Present

Also present were Atty. Joseph Colbassani, Land Bank Legal Counsel, Ralph Pappas, Business Relations Manage and Margaret Piccotti, Assistant to George Kelly.

PUBLIC COMMENT ON AGENDA ITEMS ONLY

There were no comments made.

MINUTES

A motion was made by Ms. Linda Aebli and seconded by Mr. Henry Deecke to approve the minutes of the January 12, 2018 regular meeting as prepared and presented.

All in Favor

PRESENTATION of VOUCHERS for EXAMINATION and APPROVAL

A motion was made by Ms. Marion Gatto and seconded by Mr. Henry Deecke to approve voucher expenditures of January 12, 2018 through February 9, 2018, as presented.

All in Favor

DISCUSSION ITEMS

a) Bid Opening: There was a bid opening for a property located at 1137 Capouse Avenue. This double structure was owned by the same person but separately deeded. The Land Bank will combine the parcels when conveying the property. The Land Bank received 2 applications for this property. The first property purchase application was received on January 11, 2018 from the Scranton Lackawanna Resource Development Corporation (SLRDC), an arm of the Scranton Lackawanna Human Development Agency. SLRDC would like to rehab the property with 2 three bedroom apartments for affordable housing. The second property application was received on February 8, 2018 from Meegan Possemato and Andrew Planey, DBA AMPP Ideas LLC. They recently purchased the property across the street and transformed it into a retail business, On & On (a marketplace of repurposed, vintage and handmade products). Their long term goal for this property would be to create a retail business on the bottom floor and residential space on the second floor. The bids were opened, SLRDC submitted a bid in the amount of \$3500. DBA AMPP Ideas LLC submitted a bid in the amount of \$1550. There were also two other bids submitted. Elias Brady submitted a bid in the amount of \$1000 and Shawn Smith submitted a bid in the amount of \$3500. Neither Mr. Brady nor Mr. Smith followed Land Bank procedure when submitting their bids therefore they were disqualified. The Advisory Committee recommended AMPP Ideas LLC bid be accepted. The Board agreed. According to Land Bank Policy and Procedures the overall best use of the property and most money it will generate in taxes would come from the property being purchased by AMPP Ideas LLC.

b) Land Bank Website:

George Kelly and Ralph Pappas have a meeting scheduled with two website companies; Design Done Right and Freshy Sites. Both companies bid less than \$5000. A decision will be made after the meeting with companies and the information on the website will be presented at the next Land Bank meeting.

c) Directors and Officers Liability Insurance Renewal:

The Insurance has been renewed.

d) Bright to Blight LSA Grant:

The Land Bank was awarded \$65,000 from the Local Share Monroe County Grant. There will be 7 meetings across the county regarding establishing the Land Bank. There will be 3 meetings in Scranton, 1 in Carbondale, 1 in Old Forge and 1 in Mid Valley. The money is budgeted for meetings, legal fees, rehabilitation and demolition.

e) Property Purchase/Sealed Bid vs. Best and Final Offer

Ralph Pappas reviewed the revised bid and application process with the Board. He stated the Land Bank will accept applications up until 3 business days prior to a Land Bank meeting. The Land Bank will accept sealed bids up until 10 a.m. of the day of a Land Bank meeting. The bids will be opened at the next scheduled Land Bank board meeting. The minimum bid on a buildable lot or structure must be \$500. A minimum bid on a side lot must be \$100. There was a motion made by George Kelly and seconded by Henry Deecke approving the revised process. All in favor.

ADVISORY COMMITTEE UPDATE:

Land Bank Properties for Discussion

Property Purchase Applications:

At the last Land Bank Board meeting the board tabled the resolution approving the conveyance of a property at 601 Prospect Ave. to Kevin Mitchell. The board wanted to make sure Mr. Mitchell was fully aware of the requirements to rehab the property to code. This included the possibility of constructing a fire wall between this property and the adjacent property located at Alder Street owned by the Workingmen’s Society aka, the 606 Club. Since the last Board meeting a representative of the 606 Club came to the office to discuss the building. She was informed that we did have an offer on the building, but could submit an application and offer that would be discussed at the next scheduled Land Bank Board meeting. Mr. Mitchell is still interested in purchasing the property with a bid of \$500.00 but has requested some additional time to research the cost of constructing the firewall.

Additional Properties to be Acquired from the Repository of Unsold Properties:

The Land Bank has received an application to purchase a property at 2326 Durkin Avenue. It is on the Tax Claim repository list, a request will be made to the Tax Claim office convey it to the Land Bank. At the time, a photo and description of the property will be placed on the Land Bank Link of the County website. A “For Sale” sign will also be placed on the property to let others know it is available for sale by the Land Bank.

ACTION ITEMS

Property Disposition

Resolution NO. 18-002 Approving the Conveyance of Certain Land Bank Owned Properties under the Land Bank Property Purchase Program

NO ACTION

Resolution NO. 18-004, Approving the Conveyance of Certain Land Bank Owned Properties under the Land Bank Property Purchase Program

Motion by Linda Aebli

Seconded by Marion Gatto

All in favor

Property Acquisition

Resolution NO. 18-005 Approving the Acquisition of additional properties from the Lackawanna County's Tax Claim Repository List of Unsold Property

Motion by Henry Deecke

Seconded by Linda Aebli

All in Favor

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Shawn Smith addressed the board regarding 1137 Capouse Ave. He had submitted a bid in the amount of \$3500. It was explained to Mr. Smith that for a bid to be considered he needed to fill out an application. In addition all outstanding municipal fees would have to be paid. Mr. Smith stated he understood and said he would follow procedure the next time he was interested in a property.

ADJOURNMENT

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

Marion Gatto, Secretary

Prepared by Margaret Piccotti