LACKAWANNA COUNTY LAND BANK
REGULAR MEETING MINUTES
November 9, 2017

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

Also present were Atty. Joseph Colbassani, Land Bank Legal Counsel, Ron Koldjeski, Deputy Director of Tax Claim, Christopher Chapman, Transportation Planning Manager, Ralph Pappas, Business Analyst 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. Terrence McDonnell to approve the minutes of the October 13, 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. Marion Gatto to approve voucher expenditures of October 13, 2017 through November 10, 2017, as presented.

All in Favor

DISCUSSION ITEMS

a) **Bid Opening – 419 East Market Street, Scranton**

Two purchase applications were received for the purchase of 419 East Market Street. The first application received was from Jason Burke on September 14, 2017. Mr. Burke owns the adjacent property located at 417 East Market Street, Scranton. He would like to expand his property and create a driveway and in the future, he would like to construct a garage. Mr. Aughe resides and owns a property across the street. His application states that he would like to construct a modular home on the property. Both applicants had been advised to submit sealed bids to be opened on November 8th at the board meeting. The bids were opened. Mr. Burke submitted a bid of $2000 and Mr. Aughe submitted a bid for $100. Mr. Burke's bid was accepted and he will now follow the procedure to purchase 419 East Market Street.

b) Land Bank Website

Christopher Chapman presented the start of the Land Bank Website on a projector for the board to view. They staff has put the website out to bid to have it transferred to Word Press. We will have our own internet address and have reserved a couple domain name. Commissioner O'Malley suggested we post the sold properties to show people that the Land Bank is making progress. They will also be a plan to have a link from LackawannaCounty.org to the Land Bank site.

c.) Purchase Agreement Revision:

As of now the buyer is not allowed to ask to have the property reassessed or to combine or consolidate any type of sub-divisions. The board would like to revise this. The Advisory Committee recommends the revision be made contingent on the approval of Attorney Colbassani. The board decided to hold off on making a decision until more research is done and will decide at next meeting.

d.)Taylor Intergovernmental Cooperation Agreement

Mr. Kelly met with Taylor Borough Council. Their concern with joining the Land Bank is that the Land Bank has control of what properties are brought in. Taylor would like the Land Bank to agree to give them control over approving what properties should be brought into the Land Bank. It was decided to present the list of all the different properties to Taylor and they would then have the opportunity to object a property. A motion was made.

Motion by Linda Aebli **Seconded by Henry Deecke**

ADVISORY COMMITTEE UPDATE:

a) Side Lot Applications

The Land Bank received one application for a parcel at the Corner of Taylor Avenue and Vine Street. The application was received from Don Mammano dba DFM Properties on September 18th, 2017. Mr. Mammano owns the adjacent property located at 1221 Vine Street. The Advisory Committee recommended the application be approved.

b) Property Purchase Applications:

The Land Bank received one application for a parcel on 524 North Rebecca Avenue. The application was received on October 10, 2017 from the Scranton Lackawanna Development Corporation (SLRDC), an arm of the Scranton Lackawanna Human Development Agency (SLHDA). SLRDC would like to rehab the property for affordable housing. SLRDC submitted a bid of $100.00 for the property. The Advisory Committee recommends the purchase be approved.

The Land Bank received one application of purchase for a property at 205 Prospect Avenue from Janet and Ronald Zieminski in the bid amount of $200.00. The Advisory Committee recommends the purchase be approved.

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

The Advisory Committee recommends the following properties be acquired from the Repository of Unsold Properties: 225 Putnam Street, 912 West Lackawanna Avenue and 906-908 West Lackawanna Avenue.

In regards to 624 Galvin Place, Ralph Pappas went to the property to take pictures and observed a notice for demolition on the property. Mr. Pappas contacted the City to inquire if there was a possibility of taking the notice off the property. He received an email from the city stating the new owners could appeal the demo for a fee of $300.00. Mr. Pappas is trying to have the fee waivered. There are at least two parties interested in the property as a rehab.

The Advisory Committee recommends taking a property at 1215-1217 Pittston Ave. off the list of properties to be acquired.

d) Property Donation Application

The Land Bank is in receipt of an application from Habitat for Humanity. Habitat for Humanity would like to donate the property at 109 Larch Street. The property is a vacant lot. Habitat for Humanity is working with the city to resolve delinquent refuse fees. The Advisory Committee recommends the acceptance of the donation.

ACTION ITEM

Resolution No. 17-028 Rescinding

Resolution NO. 17-028, Rescinding the Leasing of Certain Land Bank Owned Properties to Neighborworks Northeastern Pennsylvania.

Motion by Steve Pitoniak Seconded by Terrence McDonnell

All in favor

Resolution No. 17-029 Rescinding

Resolution NO. 17-029, Rescinding the Leasing of Certain Land Bank Owned Properties to The Hill Neighborhood Association

Motion by Linda Aebli Seconded by Henry Deecke

All in favor

Property Disposition

Resolution NO. 17-030, Approving the Conveyance of Certain Land Bank Owned Properties under the Land Bank Side Lot Program

Motion by Henry Deecke Seconded by Terrence McDonnell

All in favor

Resolution NO. 17-031, Approving the Conveyance of Certain Land Bank Owned Property under the Land Bank Property Purchase Program

Motion by Henry Deecke Seconded by Terrence McDonnell

All in Favor

Property Acquisition

Resolution NO. 17032, Approving the Acquisition of additional properties from the Lackawanna County's Tax Claim Repository List of Unsold Property

With the Exception of 17-032 - 1E (1215-1217 Pittston Ave)

Motion by Henry Deecke Seconded by Terrence McDonnell

All in Favor

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

There were no comments from the public.

ADJOURNMENT

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

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Marion Gatto, Secretary

Prepared by Margaret Piccotti