LACKAWANNA COUNTY LAND BANK
SCHEDULED MEETING MINUTES
December 14, 2022

The regularly scheduled meeting of the Lackawanna County Land Bank was held virtually on Wednesday, December 14, 2022. The meeting was held via ZOOM and broadcast live on the Electric City Television (ECTV) YouTube channel and can be accessed at https://www.youtube.com/watch?v=7Z_o-qWxxgE Members of the public were requested to submit any comments to Ralph Pappas at pappasr@lackawannacounty.org by 9:00AM the day of the meeting.

At 11:00 AM, In Chairwoman Domenick's absence Vice Chairman Chermak called the meeting to order.

ROLL CALL

Roll Call was taken by Ralph Pappas, Staff
Commissioner Debi Domenick – Excused
Commissioner Chris Chermak- Present
Al Chelik - Present
Marion Gatto – Present
Brenda Sacco – Present
Patrick Tobin- Present
Mitesh Patel- Present

Also, present were Atty. Joseph Colbassani, Land Bank Legal Counsel, Ralph Pappas, Business Relations Manager and Jesse Ergott, NeighborWorks NEPA President & CEO.

OPPORTUNITY FOR PUBLIC TO ADDRESS BOARD (AGENDA ITEMS ONLY)

Mr. Pappas reported he had not received any comments or questions prior to the meeting.

PRESENTATION OF MINUTES FOR APPROVAL

A Motion was made by Mr. Chelik and seconded by Mrs. Gatto to approve the minutes of the October 12, 2022, meeting.

All Voted in Favor

PRESENTATION OF VOUCHERS FOR EXAMINATION AND APPROVAL

Mr. Pappas reviewed the vouchers with the Board.

A Motion was made by Mr. Tobin and seconded by Mrs. Sacco to approve the voucher expenditures of October 12, 2022, through December 14, 2022, as presented.

All Voted in Favor

BID OPENING/IF NECESSARY

Mr. Pappas stated there were no bids to be opened at this meeting.

DISCUSSION ITEMS

Land Bank General Update

Mr. Pappas reported the following:

To date, the Land Bank has conveyed 255 properties County-wide.

City of Scranton, the Land Bank has conveyed 190 properties, 3 properties to be acted upon at this meeting

- West Scranton (18504) -67 Properties conveyed
- South Scranton (18505)-43 Properties conveyed
- North Scranton (18508) -40 Properties conveyed
- Green Ridge (18509)-20 Properties conveyed
- East Scranton (18510)-9 Properties conveyed
- City of Scranton -3 Properties conveyed to the City
- United Neighborhood Community Development Corp.-2 Properties
- Scranton Lackawanna Resource Develop Corp.-5 Properties.
- Ronald McDonald House-1 Property
- Covington Twp-37 Properties conveyed, 2 properties pending
- Carbondale City-15 Properties conveyed
- Vandling Borough-1 Property conveyed
- Fell Township-1 Property conveyed
- Throop Borough-1 Property conveyed
- Scott Township-4 Properties conveyed, 1 property pending
- Thornhurst Township-3 properties conveyed
- Jefferson Township-1 property conveyed
- Dunmore Borough-2 properties conveyed

Blight Task Force Update

Jesse Ergott reported that the Land Bank along with NeighborWorks NEPA and United Neighborhood Centers was well represented at the Homes Within Reach Conference held in Hershey, PA last week. All three entities were able to participate in a panel discussion on the value of the Land Bank and how all three entities interact to complete housing and community development work. The session was well attended with Mrs. Sacco participating and Mr. Pappas serving on the panel. There was some good visibility for our County Land Bank. It served as another indicator that our Land Bank is a leader in the Commonwealth when it comes to addressing blight and getting properties back on the tax rolls.

Mr. Ergott then reported that this spring, NeighborWorks NEPA with the assistance of the Land Bank hope to schedule some sessions with the county municipalities. The sessions would include topics like municipal planning, blight and finding resources to address the challenges that local municipalities have regarding these issues.

Schedule of 2023 Meetings

After a brief discussion , Commissioner Chermak made a motion to keep the meeting schedule at the second Wednesday of every month at 11:00AM and, for now, continue to meet virtually. Atty. Colbassani noted to the Board that an Amendment to Land Bank Act permits a Pennsylvania Land Bank Board to meet virtually. The motion was seconded by Mr. Tobin.

All voted in Favor

Mr. Pappas stated he will advertise the schedule of 2023 meetings as required by the Sunshine Act.

2022 Year End Audit

Mr. Pappas informed the Board that the County finance department would soon be reaching out for some preliminary information regarding the 2022 year-end audit. He stated that Joseph Alu and Associates has been completing the Land Bank year-end audit for the past several years with no issues. After a brief discussion, the Board requested Mr. Pappas reach out to Joseph Alu and Associates for a cost to complete the 2022-year end audit. Once he receives their cost, he will forward to the Board for review.

Advisory Committee Discussion

Mr. Pappas reviewed with the Board the properties to be considered for acquisition and conveyance at today's meeting. The Land Bank Advisory Committee also reviewed the properties at their meeting and agreed with all acquisitions and conveyances to the prospective purchasers as presented.

Vice Chairman Chermak then proceeded to the Resolutions to be acted upon at today's meeting.

ACTION ITEMS

Resolution No. 22-036- Approving the Acquisition of Additional Property from the Tax Claim Office Repository List of Unsold Property

a). Parcel Address: 802 South Irving Avenue, Scranton **Parcel Pin #:** 16708040011
b). Parcel Address: 1371-1373 Capouse Ave, Scranton **Parcel Pin #:** 14605020075
c). Parcel Address: 717 South Webster Avenue, Scranton **Parcel Pin #:** 15620040030

A Motion was made by Mr. Chelik and seconded by Mrs. Gatto to approve this Resolution.
All Voted in Favor

Resolution No. 22-037- Approving the Conveyance of Certain Land Bank Owned Property under the Property Purchase Program.

a). Parcel Address: 802 South Irving Avenue, Scranton **Parcel Pin #:** 16708040011
Purchaser: Elizabeth Gravener **Price:** $500.00
b). Parcel Address: 1371-1373 Capouse Ave, Scranton **Parcel Pin #:** 14605020075
Purchaser :United Neighborhood Community Development Corporation **Price:** $150.00

A Motion was made by Mr. Chelik and seconded by Mr. Tobin to approve this Resolution.
All Voted in Favor

Resolution No. 22-038- Approving the Conveyance of Certain Land Bank Owned Property under the Side Lot Property Purchase Program.

a). Address: 717 South Webster Avenue, Scranton **Parcel Pin #:** 15620040030
Purchaser: Jose Antonio Galdamez Cortez Scranton PA **Price:** $150.00

A Motion was made by Mr. Patel and seconded by Mr. Tobin to approve this Resolution.
All Voted in Favor

Resolution No. 22-039- Resolution Granting Permission to Sell or Convey a Property Previously Acquired from the Land Bank under the 5 Year Property Retention Policy

Mr. Pappas explained that the purchasers of a former Land Bank owned property located at 36 1/3 Copeland Street, Carbondale, PA, Pin #:0451801000601 are requesting permission from the Board to sell this former Land Bank owned property prior to the 5-year retention period as stated in the Deed. Since the purchaser owns the adjacent property, they bought this property under the Land Bank's Side Lot Program. They now want to sell their property and include this side lot in the sale.

A Motion was made by Commissioner Chermak and seconded by Mr. Patel to approve this Resolution.

All Voted in Favor

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

No emails were received from the public prior to the meeting.

ADJOURNMENT

Vice Chairman Chermak requested a motion to adjourn. Mr. Chelik made the motion. The motion was seconded by Mrs. Sacco.

All Voted in Favor

Marion Gatto, Secretary

Prepared by Ralph Pappas