

**LACKAWANNA COUNTY LAND BANK
SCHEDULED MEETING MINUTES
May 12, 2021**

The regularly scheduled meeting of the Lackawanna County Land Bank was held virtually on Wednesday, May 12, 2021. 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=4t4Q1HC3lhM&t=79s> 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, Chairwoman Debi Domenick called the meeting to order.

ROLL CALL

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

Also, present were Atty. Joseph Colbassani, Land Bank Legal Counsel, Ralph Pappas, Business Relations Manager, Jesse Ergott, NeighborWorks CEO, Advisory Committee Representative,

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. Sacco to approve the minutes of the April 14, 2021 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 Mrs. Gatto and seconded by Mr. Chelik to approve the voucher expenditures of April 15, 2021, through May 12, 2021, as presented.

All Voted in Favor

DISCUSSION ITEMS

Land Bank General Update

Mr. Pappas stated, in the City of Scranton, as of this date, the Land Bank has conveyed 142 properties. By the end of today's meeting, there will be an additional thirteen (13) properties in the process to be conveyed to private interests. There are currently 65 properties in the City of Scranton inventory. In the City of Carbondale, the Land Bank has conveyed 8 properties. After today's meeting, there will be an additional five (5) properties pending to be sold to private interests. One property was conveyed to the City of Carbondale to alleviate an outstanding sewer easement issue. After today's meeting four properties will be pending sale in Covington Township and one property pending in Vandling Borough.

New Interest /Land Bank

Mr. Pappas stated that since the last meeting, there has not been any new municipalities or school districts joining the Land Bank. Current municipalities include Scranton, Dunmore, Carbondale, Fell Township, Mayfield, Blakely, Archbald, Throop, Covington Township and Thornhurst Township. Current School District members include Old Forge, Scranton, Carbondale, Dunmore, Lakeland, Mid-Valley, Valley View, North Pocono, Forest City. We are still waiting on Abington Heights, Riverside and Lackawanna Trail. Commissioner Domenick stated she would speak with Jim Rodway, County Community Relations Director, to schedule some meeting with the municipalities and School Districts who are not Land Bank members.

Blight Task Force Update

Jesse Ergott updated the Board on what the group has been working on in addressing blight in the City of Scranton. He hopes to have additional information, including mapping of different areas, for the next Land Bank meeting in June.

Land Bank Website Upgrade

Mr. Pappas reported, that approximately three years ago, the Land Bank contracted with the company, Design Done Right for the design and development of the Land Bank website. Also, since that time, NeighborWorks has been assisting with the maintenance of the website. With the addition of new municipalities and school districts joining the Land Bank, we would like to upgrade the website to search for Land Bank and Repository properties by municipality and school district. Since Design Done Right developed the website, we requested a price quote for the upgrade under a Continuation of Services Agreement. Design Done Right quoted a cost of \$1,200.00 for the upgrade. An email poll of the Board resulted in the Board of Directors approving the price quote. The Continuation of Services Agreement will be ratified later at this meeting.

Land Bank Property Maintenance

Mr. Pappas reported that last year, the Land Bank contracted with two landscape companies to cut grass, trim trees and brush on some of the Land Bank owned properties. We would like to continue to use these two companies again this year under a Continuation of Services Agreement with the two companies. Their services would be on an as needed basis. Mr. Chelik made a motion to use these two companies again this year under a Continuation of Services Agreement. The motion was seconded by Mrs. Gatto. All voted in favor.

Bid Openings/if Necessary

Mr. Pappas reported that the Land Bank has not received any bids to be opened at this meeting.

Advisory Committee Discussion

Mr. Pappas reported that the property at 1619 Rear Price Street was tabled at the last meeting pending further review. The conveyance of this property is on today's Agenda. Mr. Pappas reviewed both applications for this property with the Board. Mrs. Michele Martinez owns and resides in an adjacent property. Mr. and Mrs. Lininger own two adjacent properties, but do not reside in an adjacent property. The Land Bank Policies and Procedures state that priority consideration is given to owner-occupied adjacent property owners. Mr. Pappas reviewed the other properties on the Agenda to be acquired and conveyed with the Board of Directors. Mr. Ergott reported the Advisory Committee agreed with the acquisitions and subsequent conveyances of the subject properties.

Chairwoman Domenick then proceeded to the Resolutions to be acted upon at today's meeting,

ACTION ITEMS

Old Business

Resolution No. 21-008 Resolution Authorizing the Conveyance of Certain Land Bank Property Under the Land Bank Side Lot Program.

- a). **Property Address:** Rear 1619 Price Street, Scranton **Parcel Pin #:** 1451308003
Purchaser: Michele Martinez & Roman Benitez **Price:** \$150.00

A Motion was made by Mr. Chelik and seconded by Mrs. Sacco to approve this Resolution.

All Voted in Favor

The Board decision to approve the conveyance to Mrs. Martinez and Mr. Benitez was based on the Land Bank's Policies & Procedures that priority consideration is given to owner-occupied adjacent property owners.

New Business

Resolution No. 21-017- Approving the Acquisition of Additional Property from the Tax Claim Office Repository List of Unsold Property

- a). **Parcel Address:** Roughrider Run E-1-29, Covington Township **Parcel Pin #:** 22801040029
b). **Parcel Address:** Rainbow Drive N1-80, Covington Township **Parcel Pin #:** 22801020080
c). **Parcel Address:** Camporee Court JE-74, Covington Township **Parcel Pin #:** 22003040003
d). **Parcel Address:** 2110 Capouse Avenue, Scranton **Parcel Pin #:** 13514050028

A Motion was made by Mrs. Sacco and seconded by Mrs. Gatto to approve this Resolution.

All Voted in Favor

Resolution No. 21-018- Approving the Conveyance of Certain Land Bank Owned Property under the Property Purchase Program

- a). **Parcel Address:** Roughrider Run E-1-29, Covington Township **Parcel Pin #:** 22801040029
b). **Parcel Address:** Rainbow Drive N1-80, Covington Township **Parcel Pin #:** 22801020080
c). **Parcel Address:** Camporee Court JE-74, Covington Township **Parcel Pin #:** 22003040003
Purchaser: Mary Goh **Price:** \$500.00 Per Parcel **Total:** \$1,500.00

A Motion was made by Mrs. Gatto and seconded by Mrs. Sacco to approve this Resolution.

All Voted in Favor

Resolution No. 21-019 Resolution Authorizing the Conveyance of Certain Land Bank Property Under the Land Bank Side Lot Program.

- a). **Property Address:** 2110 Capouse Ave., Scranton **Parcel Pin #:** 13514050028
Purchaser: Brian & Brittany Hannas **Price:** \$150.00

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

All Voted in Favor

Resolution NO. 21-020- Ratifying the Purchase Agreement with Throop Borough for the purchase of a property located at 522 Dunmore Street, Throop Pa.

Mr. Pappas explained that the email poll of the Board of Directors resulted in the approval of the Purchase Agreement with Throop Borough for the purchase of a property located at 522 Dunmore Street, Throop Pa. This Resolution is to ratify the approval.

A Motion was made by a Mrs. Sacco and seconded by Mr. Chelik to approve this Resolution.

All Voted in Favor

Resolution NO. 21-021- Ratifying the Submission of a Pre-Emptive Bid for the Purchase of a Property located at 522 Dunmore Street, Throop Pa. at the April 26, 2021, Tax Claim Judicial Sale.

Mr. Pappas explained that email poll of the Board resulted in the approval the Submission of a Pre-Emptive Bid for the Purchase of a Property located at 522 Dunmore Street, Throop Pa. at the April 26, 2021, Tax Claim Judicial Sale. This Resolution is to ratify the approval.

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

All Voted in Favor

Resolution NO. 21-022- Approving a Continuation of Service with Design Done Right for upgrades to the Land Bank Website.

This Resolution was discussed earlier at this meeting.

A Motion was made by Mrs. Gatto and seconded by Mrs. Sacco to approve this Resolution.

All Voted in Favor

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

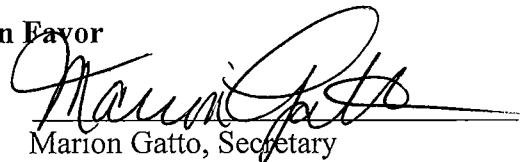
No emails were received from the public prior to the meeting.

Chairwoman Domenick stated the next scheduled meeting is Wednesday, June 9, 2021, at 11:00AM.

ADJOURNMENT

Chairwoman Domenick requested a motion to adjourn. Mr. Chelik made a motion. The motion was seconded by Mrs. Sacco.

All Voted in Favor


Marion Gatto, Secretary

Prepared by Ralph Pappas