

**LACKAWANNA COUNTY LAND BANK
SCHEDULED MEETING MINUTES
September 8, 2021**

The regularly scheduled meeting of the Lackawanna County Land Bank was held virtually on Wednesday, September 8, 2021. The meeting was held via ZOOM and broadcast live on the Electric City Television (ECTV) YouTube channel and can be accessed at www.youtube.com/watch?v=SSh8dmMdE00 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-Present
Al Chelik - Present
Marion Gatto – Present
Brenda Sacco – Present
Mary Jo Sheridan- Present
Patrick Tobin- Present

Also, present were Atty. Joseph Colbassani, Land Bank Legal Counsel, Ralph Pappas, Business Relations Manager, Todd Pousley, NeighborWorks NEPA, Community Revitalization Manager.

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 Mrs. Gatto and seconded by Mr. Tobin to approve the minutes of the August 11, 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 Mr. Tobin and seconded by Mrs. Gatto to approve the voucher expenditures of August 12, 2021, through September 8, 2021, as presented.

All Voted in Favor

DISCUSSION ITEMS

Land Bank General Update

Mr. Pappas reported that the Land Bank has conveyed one hundred sixty-five (165) properties to date. In the City of Scranton, the Land Bank has conveyed 148 properties. There are currently sixty-five (65) properties in the City of Scranton inventory. In the City of Carbondale, the Land Bank has conveyed twelve (12) properties. After today's meeting, there will be 2 additional properties pending to be sold to private interests. Four (4) properties have been sold in Covington Township with six (6) properties pending sale and 6 properties to be acted upon at this meeting. One (1) property has been sold in Vandling Borough.

New Interest /Land Bank

Mr. Pappas stated that since the last meeting, no new School Districts have joined the Land Bank. 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. Since the last board meeting, Jermyn Borough has joined the Land Bank. Current municipalities include Scranton, Dunmore, Carbondale, Fell Township, Mayfield, Blakely, Archbald, Throop, Covington Township, Thornhurst Township and Jermyn. Mr. Pappas stated he gave the updated repository property information to Jim Rodway, Community Relations Manager. Mr. Rodway stated to Mr. Pappas that he would work with Shannon Taylor on getting the information to the municipalities and school districts that are not members of the Land Bank. Commissioner Domenick stated she intends to send follow up emails to municipalities and school districts to see if they need additional information. She would be available for either an in-person meeting or a ZOOM meeting. She stated she would target the end of the month to send those emails.

Blight Task Force Update

Todd Pousley, NeighborWorks Community Revitalization Manager, informed the Board that there is a virtual Vacant Abandoned Deteriorated Academy Workshop taking place on September 28th sponsored by the Centers for Community Progress. Emails regarding this workshop were sent to the Land Bank Board of Directors as well as the Land Bank Advisory Committee. Mr. Pousley also stated that he has been working with Mr., Pappas to schedule a date with the Board to discuss the results of a data and mapping study in the City of Scranton that could assist the Land Bank in being proactive in acquiring properties for neighborhood improvement purposes. Mr. Pappas stated he would try set up a work session so this project could be presented to the Board prior to the next Board meeting.

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 reviewed the properties to be acquired and conveyed at this meeting. The Land Bank had received one application for each property that was discussed, except one. The Land Bank received two applications for the property at 713 Brook Street, Scranton. One application was received from an adjacent property owner, the other from a resident who resides about a block away. There is a deteriorated garage on the property that the adjacent property owner intends to demolish. After discussion, and as stated in the Land Bank's Policies & Procedures, priority consideration is given to an owner-occupied adjacent property owner, the Board agreed the property should be sold to the adjacent property owner.

Mr. Pappas stated the Advisory Committee also reviewed the properties to be acquired and conveyed. After review, the Advisory Committee agreed with all acquisitions and conveyances to the prospective purchasers including the property at 713 Brook Street, Scranton to the adjacent property owner

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

ACTION ITEMS

New Business

Resolution No. 21-028- Approving the Acquisition of Additional Property from the Tax Claim Office Repository List of Unsold Property

- | | |
|--|---------------------------|
| a). Parcel Address: 909 Ridge Avenue, Scranton | Parcel Pin #: 15706050009 |
| b). Parcel Address: 713 Brook Street, Scranton | Parcel Pin #: 16707060023 |
| c). Parcel Address: 2905-2907 No. Main Avenue, Scranton | Parcel Pin #: 12403020013 |
| d). Parcel Address: Holiday Drive J3-118, Covington Township | Parcel Pin #: 22003040047 |

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- e). **Parcel Address:** Camporee Court J3-83, Covington Township **Parcel Pin #:** 22003040012
- f). **Parcel Address:** Adventure Avenue A1-47, Covington Township **Parcel Pin #:** 22702060047
- g). **Parcel Address:** Birch Terrace WD2-147, Covington Township **Parcel Pin #:** 22701020147
- h). **Parcel Address:** Holiday Drive J-3-112, Covington Township **Parcel Pin #:** 22003040041
- i). **Parcel Address:** Hunters Court R2-216, Covington Township **Parcel Pin #:** 22702080216

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

All Voted in Favor

Resolution No. 21-029 Resolution Authorizing the Conveyance of Certain Land Bank Property Under the Land Bank Side Lot Program.

- a). **Address:** 909 Ridge Avenue, Scranton **Parcel Pin #:** 15706050009
Purchaser: Richard & Rose Spory **Price:** \$150.00
- b). **Address:** 1418-1420 Pine Street, Scranton **Parcel Pin #:** 15706020054
Purchaser: Michael & Mary Brower dba, PA8501, LLC **Price:** \$150.00
- c). **Address:** 713 Brook Street, Scranton **Parcel Pin #:** 16707060023
Purchaser: Miguel Santiago **Price:** \$150.00

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

All Voted in Favor

Resolution No. 21-030- Approving the Conveyance of Certain Land Bank Owned Property under the Property Purchase Program

- a). **Parcel Address:** 2905-2907 North Main Avenue, Scranton **Parcel Pin #:** 12403020013
Purchaser: Tammy Marcinkevich **Price:** \$500.00
- b). **Parcel Address:** Holiday Drive J3-118, Covington Township **Parcel Pin #:** 22003040047
Purchaser: Mark Holochuck **Price:** \$500.00
- c). **Parcel Address:** Camporee Court J3-83, Covington Township **Parcel Pin #:** 22003040012
Purchaser: Raymond Dinten **Price:** \$500.00
- d). **Parcel Address:** Adventure Avenue A1-47, Covington Township **Parcel Pin #:** 22702060047
Purchaser: Enzo R. Dinten **Price:** \$500.00
- e). **Parcel Address:** Birch Terrace WD2-147, Covington Township **Parcel Pin #:** 22701020147
Purchaser: Juliana Scabio **Price:** \$500.00
- f). **Parcel Address:** Holiday Drive J-3-112, Covington Township **Parcel Pin #:** 22003040041
Purchaser: Susan L Berrios **Price:** \$500.00
- g). **Parcel Address:** Hunters Court R2-216, Covington Township **Parcel Pin #:** 22702080216
Purchaser: Alfonso Cazar **Price:** \$500.00

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

All Voted in Favor

Resolution NO. 21-031 – Ratifying and Approving Amendment No. 5 to the Land Bank Policies and Procedures with respect to **SECTION 6.5 (a), “ADDITIONAL REQUIREMENTS”**

SECTION 6.5(a), “ADDITIONAL REQUIREMENTS”, shall now read as follows:

“As a condition of transfer of an improved or unimproved parcel, the transferee must enter into a purchase agreement stating that the parcel is not subject to sale, subdivision or partition within a five-year period following the date of the transfer. The Land Bank Board of Directors may approve a transfer within this 5-year period under certain circumstances. All requests for property transfers prior to the five-year period must be a written request to the Board of Directors of the Land Bank detailing the reason for the requested sale of the property. Purchasers of Land Bank owned properties who violate any requirements or restrictions stated in the Purchase Agreement or Deed will be prohibited from participating in future Land Bank transactions.”

Prior to the vote, Mrs. Sheridan asked under what circumstances would the Board consider giving approval to the purchaser to sell a property during the 5-year period. Atty. Colbassani and Mr. Pappas gave some examples that could be considered.

A Motion was made by Mrs. Sheridan and seconded by Mr. Tobin to approve this Resolution.

All Voted in Favor

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

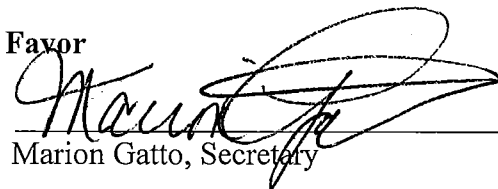
No emails were received from the public prior to the meeting.

Chairwoman Domenick stated the next scheduled meeting is Wednesday, October 13, 2021 at 11:00AM.

ADJOURNMENT

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

All Voted in Favor


Marion Gatto, Secretary

Prepared by Ralph Pappas