



LOWER SOUTH VALLEY LAND BANK
BOARD MEETING
WEDNESDAY, JUNE 12, 2024
9:00 AM

MINUTES

I. ROLL CALL AND CALL TO ORDER

Members present: Joe Hillan, Ronald Jones, Rick Oravic, Dave Wilson, Donna Wall, Sondra Riviello (Paul Keating)

Members excused: Sam Guesto, Carl Byra

Staff present: Shannon Calluori, Chris Slusser

II. PUBLIC COMMENT

None

III. MINUTES

A motion was made by Joe Hillan and seconded by Rick Oravic to approve the minutes of the May 8, 2024 board meeting.

Approved 6-0

IV. FINANCE REPORT

Donna Wall reported that she met with the auditor to provide documentation for the audit.

Shannon Calluori distributed the 6/12/24 Finance Report.

A motion was made by Rick Oravic and seconded by Joe Hillan to approve the following expenses from January – May, 2024:

Bill Date	From	Item	Amount	Paid Date	Check
12/20/2023	Fiorilla	Title Searches	\$1,215.00	Jan	1020
1/2/2024	Piccolo	Title Search	\$230.00	Jan	1019
12/21/2023	Slusser		\$2,340.00	1/15/2024	1018
1/2/2024	Hailstone Economic	11.1.23 - 12.31.23	\$4,895.00	1/10/2024	
1/10/2024	Slusser		\$2,090.53	2/28/2024	1021
3/5/2024	Hailstone Economic	February 2024	\$2,072.00	3/21/2024	1025
3/9/2024	Hailstone Economic	January 2024	\$3,103.75	3/4/2024	
3/1/2024	Fiorilla	Title Searches	\$575.00	3/4/2024	1023
4/22/2024	Hailstone Economic	March 2024	\$1,093.75	5/13/2024	1028
5/20/2024	Hailstone Economic	April 2024	\$3,291.25	not paid yet	
	Frank Crossin Agency		\$2,150.00	3/11/2024	1024

	Slusser Law		\$3,256.48	5/7/2024	1029
	WVSA		\$75.00	5/7/2024	1026
	WVSA		\$83.00	5/7/2024	1027
		TOTAL	\$26,470.76		

Approved 6-0

V. STAFF REPORT

A. Quiet title action

Attorney Slusser reported that a court hearing should be scheduled in June for the seven properties acquired at judicial sale last year. If the court date is not scheduled soon, Attorney Slusser will follow up with the court to request a hearing.

Attorney Slusser reported that his office is working with the Hanover Township solicitor to gather the required information in order for Attorney Slusser’s office to initiate quiet title on several Hanover Township properties that the Township wishes to transfer to the land bank.

B. Ashley repository bid

Attorney Slusser reported that the property that Ashley bid on in the repository is scheduled to be discussed at a June Luzerne County Council meeting.

C. 775 Hazle Street

Sam Guesto received a voicemail message from the new owner of 775 Hazle Street – a property the land bank bid on at the judicial sale last year. Attorney Slusser will follow up with the county regarding the status of this property and next steps.

D. PHARE contract amendment

Shannon Calluori reported that she received email confirmation from the PHARE contract administrator that the land bank’s request for a contract amendment had been approved. The contract amendment allows the land bank to address blighted properties that are not owned by the land bank.

E. Luzerne County Redevelopment Authority

Shannon Calluori reported that she heard back from the Luzerne County Redevelopment Authority Executive Director. She had reached out to schedule a meeting to discuss opportunities for collaboration. The Executive Director asked Shannon to reach out again mid-June to initiate a conversation.

F. Land Bank Summit

Shannon Calluori reported that she attended the June 4th Land Bank Summit in Seven Springs. Several land banks presented on their programs. Westmoreland County land bank is using county ARPA funding to assist municipalities with the demolition of

blighted properties. Shannon will reach out to Westmoreland County to learn more about their program. Shannon will share the PowerPoint presentations from the Summit with the board members.

G. Retaining wall

Joe Hillan shared a quote he received from PennEastern to rebuild a retaining wall on a private property in Newport Township. The quote was very high. Joe had hoped to use PHARE funding to assist with the project. The board suggested that Joe request the engineer to propose an alternate option.

VI. UNFINISHED BUSINESS

A. Review and approve disposition policies

The revised policies were reviewed. A recommendation was made to add the purpose statement from the by-laws to the policies.

A motion was made by Rick Oravic and seconded by Dave Wilson to approve the disposition policies with the addition of the purpose statement.

Approved 6-0

B. PennEastern demolition project update

PennEastern is in the process of coordinating an asbestos assessment on the four properties that will be demolished. After the asbestos assessments are completed, PennEastern will work on the project bidding documents.

VII. NEW BUSINESS

A. Luzerne County Judicial Sale August 8

Shannon Calluori shared that the Luzerne County Judicial Sale is August 8. The Land Bank must submit their bids no later than 10 days in advance of the sale. The list of properties will be released by the county 30 days in advance of the sale. The board will need to vote on properties to bid on at the July board meeting. Shannon will share the list as soon as it is available.

VIII. ADJOURNMENT

A motion was made by Joe Hillan and second by Rick Oravic to adjourn the meeting.