



**LOWER SOUTH VALLEY LAND BANK
BOARD MEETING
WEDNESDAY, AUGUST 14, 2024
9:00 AM
VIA ZOOM
MINUTES**

I. ROLL CALL AND CALL TO ORDER

Members present: Sam Guesto, Joe Hillan, Ronald Jones, Rick Oravic, Sondra Riviello, Frank Sorokach, Dave Wilson

Members excused: Donna Wall

Guests: Gemini Lake

Staff present: Shannon Calluori, Sara Hailstone, Ted Ritsick, Chris Slusser

II. ELECTION OF VICE CHAIR

Paul Keating vacated his position as Vice Chair when he left the Board.

A motion was made by Sam Guesto and seconded by Rick Oravic to nominate Sondra Riviello as the Vice Chair. No additional nominations were made.

Approved 7-0

III. PUBLIC COMMENT

Gemini Lake provided public comments. Mr. Lake owns 775 Hazle Street in Hanover Township. The property was acquired by the Land Bank at the August 2023 judicial sale. Mr. Lake stated that he would like to resolve the legal proceedings with the Land Bank and continue owning the property. He stated that the previous owner did not pay the property taxes which is why the property ended up at tax sale. Attorney Slusser said that he would be in touch with Mr. Lake's attorney regarding the property.

IV. MINUTES

A motion was made by Joe Hillan and seconded by Rick Oravic to approve the July 10, 2024 meeting minutes.

Approved 7-0

V. FINANCE REPORT

A. A motion was made by Rick Oravic and seconded by Sondra Riviello to approve the August 8, 2024 finance report.

Approved 7-0

B. Shannon Calluori stated that the following invoices need to be reviewed and approved:

- 1) \$75: Judie Piccolo, lien searches for judicial sale properties
- 2) \$2,751: Frank Crossin, renewal of commercial general liability insurance (for properties), annual fee through 08/22/25
- 3) \$615: Frank Crossin, renewal of property insurance for 775 Hazle St, annual fee through 9/1/25
- 4) \$4,000: Gilroy Construction, boarding of 49 N Main Street, Ashley and 48 Newport Street, Newport

A motion was made by Joe Hillan and seconded by Sam Guesto to approve the four invoices listed.

Approved 7-0

VI. STAFF REPORT

A. Audit

Shannon Calluori reported that the auditor provided a draft audit report to Shannon and Donna Wall. Shannon and Donna will complete an initial review and then share with the Board for their review and approval.

B. School tax bills

Attorney Slusser mailed a request to Hanover Area School District and Greater Nanticoke Area School District in early August requesting that the School Boards take action to abate the bills that were issued for the Land Bank owned properties.

C. Ashley repository property

Shannon Calluori reported that the property that Ashley Borough bid on from the Luzerne County repository was on the agenda for approval at the August 13th County Council meeting. The next step is for the County to provide the Land Bank with the deed and then Attorney Slusser will initiate quiet title action.

D. Interest bearing account

Shannon Calluori reported that Sam Guesto shared a letter he received from Luzerne County and Booth Management Consulting that stated that all interest earned on ARPA funding must be returned to Luzerne County. Shannon will research the interest earned on Land Bank ARPA funding and share the number with the Board in September for approval to submit the interest to the County.

E. Wilkes-Barre 2024 judicial sale properties

Sara Hailstone stated that someone may be interested in working on one of the properties Wilkes-Barre acquired at judicial sale prior to completing quiet title action. She will provide more information at the September Board meeting.

VII. UNFINISHED BUSINESS

A. Luzerne County Judicial Sale

Shannon Calluori reported that of the 15 properties the Land Bank approved to acquire at the August 8, 2024 judicial sale, two properties had been removed from the list by Elite Revenue Services: 4 Luzerne Street and Parcel ID: 46-K7S1-001-006-000 on Franklin Street. The Land Bank secured the following 13 properties:

Municipality	Parcel	Property Description
HANOVER TWP WARD 5	25-I8S2-009-011-000	41 RUTTER ST
KINGSTON BORO WARD 7	34-H9NE2-010-02A-000	65-69 3RD AVE
NANTICOKE CITY WARD 9	42-J7SE2-003-017-000	420 E WASHINGTON ST
NEWPORT TWP WARD 2	46-K6S1 -010-012-000	101 NEWPORT ST
NEWPORT TWP WARD 2	46-K6S1 -010-013-000	97 NEWPORT ST
WILKES-BARRE WARD 10	73-H9SE3-001-004-000	64 W ROSS ST
WILKES-BARRE WARD 10	73-H9SE4-010-022-000	31 ACADEMY ST
WILKES-BARRE WARD 12	73-H9SE4-025-001-000	448-450 S FRANKLIN ST
WILKES-BARRE WARD 12	73-H9SE4-025-002-000	444-446 S FRANKLIN ST
WILKES-BARRE WARD 12	73-H9SE4-025-003-000	440-442 S FRANKLIN ST
WILKES-BARRE WARD 14	73-I9NE4-035-001-000	240-242 BROWN ST
WILKES-BARRE WARD 15	73-I9NW2-026-09A-000	126 CARLISLE ST
WILKES-BARRE WARD 19	73-G10SE1-012-002-000	25-27 E MAIN ST

VIII. NEW BUSINESS

- A. Review and select contractor based on bids received for the following RFP: 2024 demolition and site clearance project for 48 Newport Street and 69-71 W Main Street in Glen Lyon, 385 Rear Main Road in Hanover Township, 49 N Main Street in Ashley Borough, and installation of a fence at 128 W Main Street in Glen Lyon.

Daryl Pawlusch with PennEastern provided the following information on the bids received:

Bidder	Total Amount	48 Newport St	69-71 W Main St	128 W Main St	385 R Main Rd	49 N Main St
Brdaric	\$81,800	\$29,500	\$10,000	\$3,500	\$12,800	\$26,000
SRI Demolition	\$128,000	\$33,000	\$17,000	\$6,000	\$25,000	\$47,000

A motion was made by Sam Guesto and seconded by Rick Oravic to select Brdaric as the contractor for a total bid of \$81,800.

Approved 7-0

- B. Review and approve 2024 PHARE funding distribution plan.

Shannon Calluori stated that the Board needed to determine how to distribute the 2024 PHARE funding among the six municipalities. She stated that the Board agreed to distribute the 2023 PHARE funding evenly at \$33,333.33 each.

A motion was made by Joe Hillan and seconded by Dave Wilson to approve distributing the 2024 PHARE funding evenly among the six municipalities at \$33,333.33 each.
Approved 7-0

- C. Review and approve Resolution #2024-02 authorizing the Slusser Law Firm to act as the Lower South Valley Land Bank’s authorized agent in connection with all tax assessment appeals related to properties obtained by the Land Bank.

A motion was made by Sam Guesto and seconded by Sonda Rivello to approve Resolution #2024-02 authorizing the Slusser Law Firm to act as the Lower South Valley Land Bank’s authorized agent in connection with all tax assessment appeals related to properties obtained by the Land Bank.
Approved 7-0

- D. Review and approve accepting the following Hanover Township properties:

25J9NW3 002003000 & 25J9NW3 003003000
25I9S1 001049000
25I9NW3 016017000
25J7 00A013000
3132 S Main St
68 S Regent St
74 Graham Ave

A motion was made by Rick Oravic and seconded by Joe Hillan to have the Land Bank accept the properties listed above from Hanover Township into the Land Bank property bank.
Approved 7-0

- E. Review and authorize the actions needed to prepare and file for 501(c)3 status for the Land Bank. Attorney Slusser advised that in order for land bank owned properties to be tax exempt that the Land Bank must have 501(c)3 status.

A motion was made by Dave Wilson and seconded by Sam Guesto to have Hailstone Economic prepare and submit an application for 501(c)3 status.
Approved 7-0

IX. EXECUTIVE SESSION

The Board held an Executive Session on a legal and real estate matter.

X. ADJOURNMENT