



**LOWER SOUTH VALLEY LAND BANK
BOARD MEETING
WEDNESDAY, JANUARY 11, 2023
EARTH CONSERVANCY, 101 S MAIN STREET, ASHLEY BOROUGH**

MINUTES

I. ROLL CALL AND CALL TO ORDER

Members present: Carl Byra, Sam Guesto, Donna Wall, Joe Hillan, Paul Keating, Ronald Jones, Rick Oravic

Members absent: Dave Wilson

Staff present: Sara Hailstone, Shannon Calluori, Chris Slusser

Others present: Mark Grochocki and Tom Williams from the Office of Senator Baker, Representative Alec Ryncavage

II. APPOINTMENT OF CITIZEN MEMBER

A motion was made by Joe Hillan and seconded by Carl Byra to appoint Ronald Jones of Newport Township to the board as "Citizen Member."

Approved 6-0

III. PUBLIC COMMENT

Representative Alec Rincavage introduced himself and was welcomed.

IV. MINUTES

A motion was made by Carl Byra and seconded by Paul Keating to approve the minutes of the December 7, 2022 meeting.

Approved 7-0

V. FINANCE REPORT

None

VI. STAFF REPORT

1. It was reported that the \$3,000 initial seed money has already been paid by Newport Township, the Municipality of Kingston, and the City of Nanticoke. Shannon Calluori will resend the Hanover Township and Ashley Borough bills to Sam Guesto.

In order to open a bank account, we need an EIN. In order to establish the EIN, we need the certificate of incorporation from the PA Department of State. Representative

Rincavage will follow up with the PA Department of State. Shannon Calluori will apply for the EIN.

2. The draft website www.lsvlandbank.com and logo were reviewed. Everyone was happy with the website. It was agreed that we will use the logo with the trees framing the house.
3. A motion was made by Sam Guesto and seconded by Rick Oravic to appoint Joe Hillan as an additional check signer, in addition to the three existing check signers, and require two signors on every check.
Approved 7-0
4. We have not heard back from Luzerne County regarding next steps in the process of the LSV Land Bank engaging in a formal relationship with the County. It was decided that the LSV Land Bank will reach out to the County again at a future date.
5. Paul Keating reported that Wyoming Valley West School District will discuss the LSV Land Bank during their February meeting. Mr. Keating stated that the Wilkes-Barre Area School District will also discuss the LSV Land Bank at a future meeting.
6. Funding opportunities
 - Luzerne County ARPA application – submitted 9/15/22
 - o Sam Guesto stated that applications are still under review. He provided an update on County scoring process.
 - PHARE application – submitted 11/18/22
 - o Applications are still under review and decisions are typically released in the spring.

VII. UNFINISHED BUSINESS

1. Paul Keating provided the spreadsheet he prepared that weighted each municipality's population, taxable real estate, general fund budget, and number of taxable parcels.
 - i. Discussion ensued and a motion was made by Sam Guesto and seconded by Joe Hillan that each municipality pay the following amount for 2023:
 1. City of Wilkes-Barre: \$8,250
 2. Hanover Township, Municipality of Kingston, and City of Nanticoke: \$6,250
 3. Newport Township and Ashley Borough: \$1,500Approved 7-0
 - ii. Sam Guesto will inform the City of Wilkes Barre and Shannon Calluori will send invoices to the municipalities.
2. A motion was made by Joe Hillan and seconded by Carl Byra to approve the proposed 2023 budget.
Approved 7-0

3. A motion was made by Paul Keating and seconded by Carl Byra that the bylaws and policies be approved as presented.
Approved 7-0

VIII. NEW BUSINESS

1. Atty. Slusser reviewed state ethics forms. Board members need to send their completed forms to Atty. Slusser by April 1st.
2. There was no approval of directors and officers insurance policy because we have not received a quote yet. Sara Hailstone will reach out to Frank Crossin for a quote.
3. A motion was made by Rick Oravic and seconded by Carl Byra to approve the anti-discrimination and anti-harassment policy as presented.
Approved 7-0
4. A motion was made by Sam Guesto and seconded by Joe Hillan to enter into an intergovernmental cooperation agreement with Wyoming Valley West School District.
Approved 7-0

IX. ADJOURNMENT

- A motion was made by Carl Byra and seconded by Joe Hillan to adjourn the meeting.
Approved 7-0