



**LOWER SOUTH VALLEY LAND BANK
BOARD MEETING
WEDNESDAY, JULY 10, 2024
9:00 AM**

MINUTES

I. ROLL CALL AND CALL TO ORDER

Members present: Joe Hillan, Ronald Jones, Sam Guesto, Dave Wilson, Donna Wall, Sondra Riviello

Members excused: Rick Oravic, Carl Byra

Guests: Paul Keating

Staff present: Shannon Calluori, Sara Hailstone, Jeff Rockman

II. PUBLIC COMMENT

None

III. MINUTES

A motion was made by Sam Guesto and seconded by Joe Hillan to approve the June 12, 2024 meeting minutes.

Approved 6-0

IV. FINANCE REPORT

Shannon Calluori distributed the finance report dated July 9, 2024.

A motion was made by Joe Hillan and seconded by Sam Guesto to approve the July 9, 2024 finance report.

Approved 6-0

V. STAFF REPORT

1. Quiet title action

Attorney Rockman stated that the judge scheduled a conference on July 31st to consider the 7 properties that the Land Bank acquired through the 2023 judicial sale for quiet title action. During that conference most likely a deadline will be set for objections to be filed. When that date expires the quiet title process will be complete.

A discussion was held about how long the process took this year to have full clean title of the judicial sale properties. The Board would like to explore how the process can

move more quickly for the properties they plan to acquire at the August 2024 judicial sale.

2. Hanover Township – Properties to transfer
Shannon Calluori reported that Attorney Brando stated last week that he is reviewing title searches for the properties Hanover Township wishes to transfer to the Land Bank. When his review is complete, if there are no issues, he will record the deeds.
3. Hanover Township – 775 Hazle Street
Attorney Slusser contacted the attorney for 775 Hazle Street. The hearing date is scheduled for November 26.
4. Ashley Borough – Repository property
Shannon Calluori reported that Attorney Slusser contacted Elite Revenue Services and they are looking into when the repository property that Ashley bid on will be transferred to them.
5. Gilroy Construction boarding invoice
It was discussed that the Land Bank has not received an invoice from Gilroy Construction for their work boarding up properties in Ashley and Newport. Sam Guesto will follow up with him and request an invoice.
6. Ashley Borough
Sam Guesto will ask the neighbor of 58 Main Street if they are interested in purchasing the property after the quiet title action is complete.
7. ARPA Funding Requirement
Sam Guesto reported that he received a letter from Luzerne County indicating that he was required to place the Hanover Township ARPA funding into an interest bearing account. Mr. Guesto asked if the Land Bank had received a similar letter. To date, the Land Bank had not received a similar letter.
8. Board Terms
Shannon Calluori shared a spreadsheet of Board member term expiration dates. She stated that the By-Laws in Section 4.9 state that vacancies and re-appointments shall be filled in the same manner as the original appointment. The Intergovernmental Cooperation Agreement signed by the Land Bank members states in Section 5.2C.1. that the members of the Board shall be appointed by their governing bodies pursuant to each Governing Code. The document outlines the initial staggered terms of the Board members. When the initial terms end, thereafter, each term is for a three-year period.

Paul Keating's term expired on 12/31/23. He recently left the Municipality of Kingston. Sondra Riviello will replace him on the Board following Town Council approval. Rick

Oravic's term also expired on 12/31/23. Shannon will share the previous Board appointment resolutions and collect approved resolutions as Board terms expire and members are reappointed or replaced.

9. Vacant Vice Chair position

Paul Keating, the Vice Chair, is no longer with the Municipality of Kingston and is no longer on the Board. The Board will vote to fill his previously held position of Vice Chair at the August Board meeting.

10. Luzerne County Blighted Property Review Committee

Shannon Calluori reported that she reached out to the County Manager to set up a meeting to discuss collaboration with the Blighted Property Review Committee.

11. Elite Revenue Services Minimum Bid

Shannon Calluori reported that she reached out to Elite Revenue Services to see if they would reduce the minimum bid price on some of the properties up for judicial sale. Elite responded that the minimum bid covers the administrative costs associated with the property and they are unable to reduce the minimum bid price.

VI. UNFINISHED BUSINESS

A. Shannon Calluori shared an update from Daryl Pawlush with PennEastern on demolition project, including the following:

- Environment Abatement Associates completed their work. For the two properties in Newport Township and the one in Ashley they state, "A walk through was conducted by certified asbestos building inspectors from EAA on June 4th at 48 Newport Street in Newport. The certified inspectors conducted a visual inspection of the exterior of the property and determined that the property is unfit for further inspection. The building was physically and biologically unsafe." For 385 Rear Main Road in Hanover Township they state, "On Wednesday, June 5th, 2024, an asbestos inspection/testing was conducted at the above-referenced site by a certified building inspector from EAA. Nine homogeneous areas (suspect of ACM) were associated with the school. A total of 27 bulk samples of the suspect material were collected and sent to an independent accredited laboratory (EMSL) for analysis by Polarized Light Microscopy(PLM). Of the 27 samples analyzed by EMSL Analytical, NONE of the samples were found to contain more than 1% asbestos."
- PennEastern is almost complete with the bidding documents and will include EAA's findings for the successful bidder to use with their reports to DEP.

VII. NEW BUSINESS

A. Shannon Calluori distributed a list of 15 properties and photos that the Land Bank Board members would like acquire at the August 8th Luzerne County Judicial Sale.

A motion was made by Joe Hillan and seconded by Sam Guesto to approve Resolution #2024-01 to authorize Dave Wilson as the LSV Land Bank representative to register the LSV Land Bank for the August 8, 2024 Luzerne County Judicial Sale.

Approved 6-0

A motion was made by Joe Hillan and seconded by Dave Wilson to approve the LSV Land Bank submitting a bid for 15 properties for \$67,055.38, using the authority provided by the PA Land Banks Law to acquire properties at judicial sale ahead of other bidders.

Approved 6-0

B. Review and approve 2024 PHARE funding distribution plan

Shannon Calluori reported that the Land Bank was recently awarded \$200,000. The Board will discuss the funding distribution plan at the August Board meeting.

C. Review and approve plan to pay for the 5% ARPA match

Shannon Calluori shared that the LSV Land Bank is required to provide a 5% match to the Luzerne County ARPA grant. The Board needs to review and approve the plan to provide the 5% match using the annual membership fees provided by each of the municipalities that support administrative costs.

A motion was made by Sam Guesto and seconded by Joe Hillan to provide the 5% match to the Luzerne County ARPA grant using the annual membership fees provided by each of the municipalities.

Approved 6-0

VIII. ADJOURNMENT

A motion was made by Sam Guesto and seconded by Joe Hillan to adjourn the meeting.

Approved 6-0