



**LOWER SOUTH VALLEY LAND BANK  
BOARD MEETING  
WEDNESDAY, MAY 8, 2024  
9:00 AM**

**MINUTES**

**I. ROLL CALL AND CALL TO ORDER**

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

Members excused: Donna Wall

Staff present: Sara Hailstone, Shannon Calluori (via telephone), Chris Slusser

**II. PUBLIC COMMENT**

None

**III. MINUTES**

A motion to approve the minutes of the April 10, 2024 board meeting was approved 7-0.

**IV. FINANCE REPORT**

Shannon Calluori reported that Hailstone Economic has engaged a book keeper. A finance report will be provided at the next meeting. Shannon spoke with the auditor and provided some documentation. The auditor plans to visit the Nanticoke office to review the financial records the week of June 4.

**V. STAFF REPORT**

**A. PHARE contract amendment**

Shannon Calluori will follow up with the PHARE point of contact to confirm that the contract amendment was approved. Regarding a possible PHARE funded project in Newport Township, Shannon Calluori will review income documentation provided by the property owner. If the project is approved by the board, Attorney Slusser will work with the property owner to file an amicable lien on the property.

**B. Luzerne County Redevelopment Authority**

Shannon Calluori reached out to the Luzerne County Redevelopment Authority requesting a meeting to discuss opportunities for collaboration. She has not heard back from them and will follow up.

- C. Kingston property research  
Kingston could not contact a property owner with three blighted properties. Attorney Slusser's team provided a research document that identified possible addresses for the property owner. Shannon Calluori sent a letter to one of the addresses that has not yet been returned as undeliverable. Attorney Slusser stated that he will contact Elite Revenue Services to see if they have information on an address for the owner based on tax payment history.
- D. Quiet title action for judicial sale properties and Hanover Township properties  
Attorney Slusser stated that a court date has not yet been scheduled for the quiet title action for the judicial sale properties. Attorney Slusser will contact the Hanover Township solicitor regarding the Hanover Township property deeds so that he can start quiet title action.
- E. Ashley Borough repository bid  
Attorney Slusser is waiting to hear back on the repository bid status from Elite Revenue Services.

**VI. UNFINISHED BUSINESS**

- A. Review and approve disposition policies  
The board reviewed the disposition policies and provided comments. The policies will be updated based on the feedback provided and reviewed again during the June board meeting.

**VII. NEW BUSINESS**

- A. Discuss and approve attendance at the PA Land Bank Summit  
Shannon Calluori shared that the PA Housing Alliance is hosting an in-person PA Land Bank Summit in Seven Springs, PA on June 4.

A motion to approve the cost of registration and mileage for anyone interested in attending the PA Land Bank Summit was approved 7-0.

- B. Discuss and approve engaging PennEastern Engineers, LLC in initial engineering services for the following properties:
  - 49 N Main Street, Ashley Borough
  - 48 Newport Street, Newport Township
  - 69-71 W Main Street, Newport Township
  - 385 Main Road Rear, Hanover Township

A motion to engage Penn Eastern Engineers, LLC in engineering services to prepare for demolition for four properties was approved 7-0.

**VIII. ADJOURNMENT**