

MINUTES

For the May 20, 2019 Regular Meeting of the Erie Land Bank, held at City Hall, 626 State Street, Room 500, Erie, Pennsylvania, at 1:00 p.m.

ROLL CALL:

Board of Directors:	Trevor Thompson Darlene Feeney	TJ Sandell
ERA Staff:	Scott Henry Aaron Snippert	Kelly Neville
Visitors:	Liz Allen Jeremy Bloeser	Eugene Sundberg, Esq.

CALL TO ORDER:

Mr. Sandell, Chairman, called the meeting to order at 1:00 pm and noted that the meeting will be audio taped to facilitate preparation of the written Minutes which will serve as the official public record.

CONSENT AGENDA & PUBLIC COMMENT:

The following items were included on the Consent Agenda:

- a. Approval of the Agenda
- b. Approval of the Minutes of the April 15, 2018 Regular Meeting

Upon a motion by Ms. Feeney and a second by Mr. Thompson the Consent Agenda items were approved unanimously.

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry stated that the website development is still underway and he hopes to be able to give a presentation of the site at the next scheduled meeting.

Mr. Henry provided an update re the 19 properties included in ECLB Work Plan I and noted that the most recent reimbursement request of \$9,148 was received.

Mr. Henry and Mr. Snippert reviewed details concerning the history and current condition of 17 properties and made recommendations re their disposition. A copy of the individual property reports is attached and incorporated into the minutes.

Upon a motion by Mr. Sandell and a second by Mr. Thompson, the Board unanimously approved acceptance of the 17 recommendations and authorized Mr. Henry to begin soliciting bids for demolition activities and to award any demolition contracts for projects that do not exceed \$10,000.

SOLICITOR'S REPORT

Mr. Sundberg gave a report re continuing title clearance activities for five (5) properties obtained through the 2018 Judicial Tax Sale.

UNFINISHED BUSINESS & NEW BUSINESS:

Copies of the 2018 Audited Financial Statements were distributed.

Mr. Henry stated that a deed has been prepared from the Erie Redevelopment Authority to the Land Bank to convey the 17 properties into the Land Bank's ownership. Upon a motion by Mr. Sandell and a second by Mr. Thompson, the board unanimously agreed to accept conveyance of 17 properties from the Erie Redevelopment Authority.

Demolition RFP – Mr. Henry presented a draft demolition RFP and noted that Attorney Tim Wachter had reviewed a draft of the document and noted several areas in which it might be improved. The Board requested that Mr. Sundberg review Mr. Wachter's comments and prepare any additional language he felt appropriate to better protect the Land Bank's interests. Upon a motion by Mr. Sandell and a second by Ms. Feeney, the board unanimously authorized the Solicitor to recommend revisions to the documents and for Mr. Henry to begin using documents approved by the Solicitor, noting that the revisions will be subject to further review by the Board at the next meeting.

Upon a motion by Mr. Sandell and a second by Ms. Feeney, the Board unanimously approved the Proposal for Purchase/Rehabilitation of Distressed Property document.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 2:25 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary