

MINUTES

For the November 19th, 2018 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	Kelly Neville
Visitors:	Eugene Sundberg Jr. Kevin Flowers	Kathy Wyrosdick Amy Murdock

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 October 15th 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 introduced Attorney Eugene Sundberg Jr., representing the Marsh-Schaaf Law firm. Mr. Henry noted that he had previously met with Attorney Sundberg and Attorney Agresti and provided them copies of the Land Bank's bylaws, meeting minutes, and other pertinent documents.

Mr. Henry stated that the Erie School District formally approved the Intergovernmental Cooperation Agreement at their October 17th meeting.

Mr. Henry provided an update re the 9 properties previously approved by the Board for acquisition through the 2018 Judicial Tax Sale. Two of the properties were redeemed by the owners prior to the sale and Our West Bayfront declined to proceed with a third property. The options on the remaining six properties were exercised – three on behalf of the Redevelopment Authority and three on behalf of the Bayfront East Side Task Force. It is expected that the deeds will be received in February/March 2019.

Mr. Henry reported that an application had been submitted to the PHARE/RTT program in the amount of \$471,000 for additional blight mitigation funding which would enable the acquisition of approximately 20 blighted properties, multiple demolitions, and rehabilitation of approximately 2 structures (3 units) into affordable rental housing.

Mr. Henry stated that it is expected that the City will soon be issuing a check for \$5,000 to the Erie Land Bank as previously allocated by City Council.

UNFINISHED BUSINESS & NEW BUSINESS:

Mr. Henry presented a proposed Legal Services Agreement between the Land Bank and the Marsh-Schaaf Law Firm, which is attached and incorporated into the minutes. Upon a motion by Mr. Thompson and a second by Ms. Feeney, the Board unanimously approved the Legal Services Agreement.

Mr. Henry presented a Cooperation Agreement with Erie County Land Bank as approved by the County Land Bank at their most recent meeting. The agreement is attached and incorporated into the minutes. Upon a motion by Mr. Thompson and a second by Ms. Feeney, the board unanimously approved the Cooperation Agreement with the Erie County Land Bank.

Mr. Henry suggested that in order to implement the Work Plan under the Cooperation Agreement with the Erie County Land Bank, it is his recommendation that the Land Bank work with the Erie Redevelopment Authority to acquire properties from the blighted property list using the Authority's eminent domain powers. Mr. Henry presented a draft letter from the Land Bank to the Erie Redevelopment Authority requesting the ERA to condemn a list of 20 properties and stipulating that the Land Bank would cover all the acquisition costs and would then become the owners of those properties. The Land Bank would then oversee the required demolitions and dispositions of the properties. Upon a motion by Mr. Sandell and a second by Ms. Feeney, the board unanimously approved the directive to the Redevelopment Authority.

Mr. Henry stated that the blighted property located at 608 East 7th Street has been through the tax foreclosure process and is now in the County's Repository for Unsold Properties. Mr. Henry recommended that the Land Bank authorized acquisition from the Repository, in order for the property to be demolished. Upon a motion by Mr. Sandell and a second by Mr. Thompson, the board unanimously approved the acquisition of 608 East 7th Street.

Mr. Henry stated that quotes have been received for general liability insurance and the best price was from Great Lakes Insurance in the amount of \$685 for an annual premium. Upon a motion by Mr. Sandell and a second by Mr. Thompson, the board unanimously approved the option of having Great Lakes Insurance provide general liability coverage for the Land Bank.

OTHER BUSINESS:

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:25 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary