

MINUTES

For the January 22, 2020 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	T.J. Sandell Chris Groner	Jason Pero
ERA Staff:	Scott Henry	Kelly Neville	
Visitors:	Eugene Sundberg Mayor Schember	Michael Peres Kathy Wyrosdick	

CALL TO ORDER:

Mr. Sandell 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 December 16, 2019 Regular Meeting

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

Mayor Schember provided a presentation re his administration's "Activating Our Vision" goals and performance indicators. A copy is attached and incorporated into these minutes.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plans. This update is attached and incorporated into these minutes.

SOLICITOR'S REPORT

Mr. Eugene Sundberg gave a report which is attached and incorporated into the minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

As a follow-up to the Board's discussion in December, Mr. Henry presented a proposed modification to the Land Bank's Policies and Procedures intended to clarify that the Board has complete discretion re the acceptance of proposals and conveyance of properties. Upon a motion by Mr. Sandell, seconded by Mr. Groner, the Board unanimously approved adding the following language to Section 4.2 of the Policies & Procedures:

The Land Bank is not obligated to convey any property and reserves the right to decline to proceed with any proposal or application for any property at any time. The approval of an application for transfer of a property is at all times at the sole discretion of the Land Bank's Board of Directors. The Land Bank reserves the right to pause or terminate the conveyance process for any property at any time and for any reason.

Upon a motion by Mr. Sandell, seconded by Mr. Thompson, the board unanimously agreed to accept the proposal submitted by Ms. Dawn Howard for the purchase and rehabilitation of 422 Poplar Street.

Upon a motion by Mr. Groner, seconded by Ms. Feeney, the board unanimously approved to reject the proposal, submitted by Edward Milton Ignatovich, for the property located at 2501 Brandes Street.

Upon a motion by Mr. Sandell, seconded by Mr. Thompson, the board unanimously approved to accept the proposal submitted by Michael Peres for the property located at 3031 Pine Avenue.

Upon a motion by Mr. Sandell, seconded by Ms. Feeney, the board unanimously approved to accept the proposal submitted by Darnell Ramsey for the property located at 741 East 12th Street.

Upon a motion by Mr. Thompson, seconded by Mr. Groner, the board unanimously approved to accept the proposal submitted by Juan & Sonia Irizarry for the property located at 1135 East 11th Street.

Mr. Henry provided an itemization of outstanding real estate taxes due against properties owned by the Land Bank for purposes of discussing the Land Bank's policy concerning exoneration of real estate taxes and requesting abatements from the Erie School District. The Board indicated a desire to be conscious of monies due to the taxing bodies. Mr. Henry pointed out that there are occasions in which the proceeds from the sale of a property are not sufficient to pay the outstanding taxes, particularly in instances where taxes have been levied against an assessed value including a structure and that structure has been demolished and only a vacant lot is being conveyed. Mr. Henry suggested that the Board continue to monitor the subject and that conveyances approved at today's meeting will be presented for tax exoneration in instances where the proceeds are insufficient.

Mr. Henry provided an updated list of Board members and their respective term expiration dates, specifically noting that Mr. Pero's and Mr. Thompson's terms have both expired, but noted that the Land Bank's by-laws indicate that member shall continue serving until a successor is appointed.

OTHER BUSINESS: None.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 2:33 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the February 17, 2020 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	T.J. Sandell Chris Groner
ERA Staff:	Scott Henry	Kelly Neville
Visitors:	Eugene Sundberg	

CALL TO ORDER:

Mr. Sandell 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 January 22, 2020 Regular Meeting

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

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plans. This update is attached and incorporated into these minutes.

SOLICITOR'S REPORT

Mr. Eugene Sundberg gave a report which is attached and incorporated into the minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

Upon a motion by Mr. Thompson, seconded by Mr. Sandell, the board unanimously approved to accept the proposal for the property located at 930/930 East Avenue, submitted by Tabark Al-Dafaai in the amount of \$1,500.00.

Upon a motion by Mr. Sandell and a second by Mr. Thompson, the Board unanimously approved a **Resolution** requesting that the Board of Directors of the School District of the City of Erie consider a resolution to abate and exonerate the below-listed 2019 real estate taxes, together with all penalties,

interest, and fees that have accrued, as they have been levied against those certain parcels of real property and remain unpaid as of this date.

1135 East 11 th Street (15-020-048.0-204.00)	\$612.42
741 East 12 th Street (18-050-073.0-105.00)	\$495.79

Mr. Sandell opened the floor for nominations of officers.

Mr. Groner nominated Mr. Sandell as Chairperson; the nomination was seconded by Mr. Thompson and the Board unanimously elected Mr. Sandell as Chairperson.

Ms. Feeney nominated Mr. Groner as Vice-Chairperson; the nomination was seconded by Mr. Thompson and the Board unanimously elected Mr. Groner as Vice-Chairperson.

Mr. Sandell nominated Ms. Feeney as Secretary; the nomination was seconded by Mr. Groner and the Board unanimously elected Ms. Feeney as Secretary.

Ms. Feeney made a motion to allow Mr. Groner to serve as interim Treasurer until one more new Board appointees are in place. The motion was seconded by Mr. Sandell and unanimously approved.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:21 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the March 16, 2020 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:	T.J. Sandell	
	Darlene Feeney	Chris Groner
ERA Staff:	Scott Henry	Kelly Neville
Visitors:	Kathy Schaaf	Sue Moyer

CALL TO ORDER:

Mr. Sandell 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 February 17, 2020 Regular Meeting

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

There was one citizen to be heard, Council Woman, Kathy Schaaf. Ms. Schaaf explained her concern for the property located at 1212 East 9th Street.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan. This update is attached and incorporated into these minutes.

SOLICITOR'S REPORT:

Mr. Henry noted that he received a written update from the Solicitor re the 3 properties acquired from the 2019 Judicial Tax Sale and reported that title clearance activities are on-going and expected to be completed within thirty (30) days.

UNFINISHED BUSINESS & NEW BUSINESS:

Upon a motion by Mr. Sandell, seconded by Ms. Feeney, the board unanimously approved to accept the proposal for the property located at 2501 Brandes, submitted by Sharif S. Mirzayev in the amount of \$4,150.00.

Mr. Henry presented a draft "Annual Report" summarizing the Land Bank's activities during 2019. This report would satisfy the legislative requirement that the Land Bank report on its activities to the sponsoring municipality. Upon a motion by Mr. Sandell and a second by Mr. Groner the board unanimously approved to accept the Annual Report, which is attached and incorporated into these minutes.

Ms. Moyer, representing ServErie, explained that ServErie is compiling a blight reduction project within a six-block area along East 7th & 8th Streets, between Parade and Reed Streets. ServErie is applying for funding from the Erie Community Foundation, but is also seeking other partners to assist with property acquisition and demolition efforts. Ms. Moyer and Mr. Henry summarized that the Land Bank could assist by facilitating acquisitions from the 2020 Judicial Tax Sale and/or developing an additional Work Plan under the cooperative agreement with the Erie County Land Bank.

OTHER BUSINESS:

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:21 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the Month of April, 2020 there was no Regular Meeting held for the Erie Land Bank.

MINUTES

For the Month of May, 2020 there was no Regular Meeting held for the Eric Land Bank.

MINUTES

For the June 15, 2020 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:	T.J. Sandell	
	Darlene Feeney	Chris Groner
ERA Staff:	Scott Henry	Kelly Neville
Visitors:	Eugene Sundberg	Jeremy Bloeser

CALL TO ORDER:

Mr. Sandell 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 March 16, 2020 Regular Meeting

Upon a motion by Mr. Sandell and a second by Mr. Groner, the Consent Agenda items were approved unanimously.

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan 1 & 11. This update is attached and incorporated into these minutes.

Mr. Henry provided a list of properties in the Erie Land Bank's inventory and a list of properties that have been sold to date, which is attached and incorporated into these minutes.

SOLICITOR'S REPORT

Mr. Eugene Sundberg gave a report which is attached and incorporated into the minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

Mr. Henry opened the floor for discussion regarding the 2019 Audit for the Erie Land Bank. The Board did not have any questions or concerns.

Mr. Henry suggested that the Board of Directors wait to elect a Treasurer for the Board until the two new Directors are appointed. Mr. Groner will remain interim Treasurer.

Mr. Henry stated that the lot at 554 East 25th Street has been offered to the Erie Land Bank as a donation. The Land Bank currently owns 550 East 25th Street which is the adjoining lot. The owner of Serafins's Food Market (601 East 24th Street) has shown interest in purchasing both lots. Mr. Henry and Mr. Groner plan to look into the lien that was placed against 554 East 25th Street from the City of Erie for the demolition of the previous structure. The Board would like to move forward with this plan if possible.

Mr. Henry stated that the DCED/CFA Blight Remediation Grant recently opened on June 1st. The Program Guidelines are attached and incorporated into these minutes. Mr. Henry asked the Board for approval to proceed with moving forward with the application process. The Board agreed that Mr. Henry should move forward. Mr. Henry plans to report back at the July meeting with an update.

OTHER BUSINESS:

Mr. Henry stated that the Land Bank was awarded \$100,000.00 from PHFA, through their PHARE Program. Three properties in the Erie County Work Plan, 528 East 21st Street, 735 East 7th Street and 822 Ash estimate \$33,000.00 in acquisition and demolition costs. The ERA has recently acquired three properties in a high poverty census track 7 and 8, which is the main focus for the PHFA funding. Mr. Henry's recommendation would be to convey the three properties (756 East 7th Street/335 East 10th Street/513 East 7th Street) to the Land Bank from the ERA, which would be funded by the PHARE funds. The 5 committed properties in the original application would then become 6. The \$30,000.00 that was intended for a homeownership project at 2501 Brandes is now being requested to reallocate to help rehabilitate a 2-3 low income owner occupied homes.

Mr. Henry is asking approval from the Board to convey 756 East 7th Street, 335 East 10th Street and 513 East 7th Street from ERA to the Land Bank for demolition. Upon a motion by Mr. Sandell and a second by Mr. Groner the board unanimously approved to accept the conveyance of 756 East 7th Street, 335 East 10th Street and 513 East 7th Street from the ERA. Upon a motion by Mr. Sandell and a second by Ms. Feeney, the board unanimously accept that upon conveyance of 756 East 7th Street, 335 East 10th Street and 513 East 7th Street, bids may be solicited and contract for demolition.

Ms. Feeney inquired about the property located at 1212 East 9th Street. This property has not been declared blighted by the City of Erie but the Land Bank has referred the property to the Blighted Property Review Committee.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:32pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the July 20, 2020, Regular Meeting of the Erie Land Bank, held electronically at 1:00 pm via <https://zoom.us/j/95137004179>.

ROLL CALL:

Board of Directors:	T.J. Sandell Darlene Feeney	Paul Gambil Chris Groner	Jason Pero
ERA Staff:	Scott Henry	Kelly Neville	
Visitors:	Liz Allen	Kathy Wyrosdick	

CALL TO ORDER:

A quorum was not present on July 20. The members in attendance adjourned the meeting until July 27, 2020, at 1:00 pm.

Mr. Sandell called the meeting to order at 1:00 pm on July 27 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 June 15, 2020 Regular Meeting

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

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan I & II. This update is attached and incorporated into these minutes.

Upon a motion by Mr. Sandell and a second by Mr. Gambil, the board approved to accept Mr. Henry's recommendations for disposition of the Work Plan II properties and authorized the Redevelopment Authority to contract for demolitions, so long as the cost does not exceed \$10,000. (Photos and descriptions are attached and incorporated into these minutes)

<u>Property:</u>	<u>Recommendation:</u>
735 East 7 th Street	Market for purchase/rehab
644 East 8 th Street	Demo
526 East 9 th Street	Demo
606 East 13 th Street	Demo
256 West 18 th Street	Market for purchase/rehab
905 East 20 th Street	Demo
528 East 21 st Street	Demo
516 East 23 rd Street	Market for purchase/rehab
642 East 25 th Street	Demo
822 Ash Street	Demo
915 Ash Street	Demo
502 Dunn Blvd.	Demo
2325 East Ave	Demo
2301 German Street	Demo
2421 German Street	Demo
2606 Jackson Ave	Receive RFP's for Clean out
2014 Myrtle Street	Demo
1302 Parade Street	Market as is
2218 Parade Street	Demo

SOLICITOR'S REPORT

Mr. Eugene Sundberg was not in attendance for the meeting, but provided an update that is attached and incorporated into these minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

Mr. Henry stated that the ELB agreed to take ownership of three properties from the Redevelopment Authority (756 East 7th Street, 513 East 7th Street & 335 East 10th Street) and use the PHARE funding to fund the demolitions. The bid tabulation is attached and incorporated into these minutes. A summary of the PHFA/PHARE funds are attached and incorporated into these minutes.

Mr. Sandell suggested that the election of officers be tabled until further notice.

Mr. Henry was contacted by the property owner of 554 East 25th Street (adjacent to ELB's 550 East 25th Street), who would like to donate the property to the Erie Land Bank. The Land Bank could then convey both properties to an adjoining property owner. This scenario would prevent 554 East 25th Street from sitting idle for 3 or more years during the tax foreclosure process. Mr. Henry and Mr. Groner will review the situation and possible effects on a demolition lien in favor of the City against 554 East 25th Street.

Mr. Henry provided a draft work plan for submission with the DCED/CFA Blight Remediation program. Upon a motion by Mr. Sandell and a second by Ms. Feeney, the Board unanimously approved a **Resolution** to accept the grant application for DCED/CFA Blight Remediation Grant.

Upon a motion by Mr. Sandell and a second by Ms. Feeney, the Board unanimously approved a **Resolution** to accept the grant application for DCED/CFA Blight Remediation Grant.

Upon a motion by Ms. Feeney and a second by Mr. Sandell, the board approved acceptance of an offer from Ms. Laura Prindle for the purchase of 460 East 10th Street in the amount of \$625.00.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:45pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the August 24, 2020, Regular Meeting of the Erie Land Bank, held electronically at 1:00 pm via <https://zoom.us/j/94688527079>.

ROLL CALL:

Board of Directors:	T.J. Sandell Darlene Feeney	Paul Gambil Debra Smith
ERA Staff:	Scott Henry Courtney Lowe	Kelly Neville
Visitors:	Kathy Schaaf	

CALL TO ORDER:

Mr. Sandell 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 July 20, 2020 Regular Meeting

Upon a motion by Mr. Gambill and a second by Mr. Sandell, the Consent Agenda items were approved unanimously.

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan I & II. This update is attached and incorporated into these minutes.

Upon a motion by Mr. Sandell and a second by Mr. Gambill, the Board authorized Mr. Henry to accept the proposal from 1-888-Haulz-It, LLC in the amount of \$3,800 to remove and dispose of the contents from 2606 Jackson Avenue so that the property can be fully evaluated.

SOLICITOR'S REPORT

Mr. Sundberg was not in attendance for the meeting. Mr. Henry noted that he will contact Mr. Sundberg re all outstanding issues to ensure that they are being addressed.

UNFINISHED BUSINESS & NEW BUSINESS:

Mr. Sandell nominated Mr. Gambill to serve as Treasurer. Ms. Smith seconded the nomination and upon a unanimous vote, Mr. Gambill was elected Treasurer.

Mr. Sandell suggested that nomination and election of a Vice-Chairperson be deferred until a future meeting.

Mr. Henry reported that he had not yet received written confirmation from the owner of 554 East 25th Street re his willingness to donate that property to the Land Bank, but confirmed that Mr. Serafin has committed to acquiring both 550 & 554 East 25th Street if the Land Bank can provide clean title to both properties.

Mr. Henry reported that an application for the PaDCED/CFA Blight Remediation Program was successfully submitted. No information re a possible award timeframe was available.

Mr. Henry noted that he had been contact by Father Simon re a residential property at 2914 Liberty Street. The owner/occupant has been moved out of the house and it needs a significant amount of interior work. Father Simon inquired as to whether the Land Bank would accept this property as a donation. The Board expressed some concern that accepting donations of this type, without resources to properly repair the property, could set a precedent and the Land Bank could become overwhelmed by these offers. However, the Board did authorize the Redevelopment Authority staff to inspect the property to gauge the extent of work which would be required. Mr. Henry will follow-up with Father Simon.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:30 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the September 21, 2020 Regular Meeting of the Erie Land Bank, held electronically at 1:00 p.m. via <https://zoom.us/j/95227132951>

ROLL CALL:

Board of Directors:	T.J. Sandell Darlene Feeney	Paul Gambil Debra Smith	Jason Pero
ERA Staff:	Scott Henry Aaron Snippert	Kelly Neville	Courtney Lowe
Visitors:	Liz Allen	Helen Santiago	Matthew DiLuzio

CALL TO ORDER:

Mr. Sandell 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 August 17, 2020 Regular Meeting

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

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan I & II. This update is attached and incorporated into these minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

Mr. Sandell suggested that the nomination and election of a Vice-Chairperson be deferred until a future meeting, and the remainder of the Board agreed to defer any further action.

554 East 25th Street- Mr. Henry reported that he received written confirmation from the owner of the property that he would be willing to donate the property to the Erie Land Bank, but has not had any further conversation about that. Mr. Henry stated that the City of Erie has a demolition lien against this property that the Land Bank would have to divest, and Mr. Henry is awaiting the results of a title search on the property. Mr. Henry stated that until the results of the title search are known, then he does not believe there should be any formal action on the matter.

Property Dispositions-

- a. 513 East 7th Street- Mr. Henry stated that the Land Bank has received one offer on this property by Doge DiLuzio LLC, and they do not have any delinquent taxes, or other reasons to not accept their offer of the minimum price. Mr. Henry stated that upon conversation with a City of Erie Representative and their planned implementation of the East Bayfront plan, the City requested that the Land Bank retain this lot for their use as part of the Park and trail development within that neighborhood. Mr. Henry reported that the downside to this idea would be that the City does not have any immediate use for the lot, which would require the Land bank to continue to maintain, and be responsible for the lot. Mr. Sandell asked Mr. Henry who from the City of Erie asked if the Land Bank would retain the lot, and Mr. Henry reported that it was Ms. Kathy Wyrosdick, & Ms. Erin Carey, representatives from the Erie City Planning Department. Mr. Sandell stated that he believes it would be beneficial for the Erie Land Bank to hold further action on making a decision about the property until there can be a discussion with the City Planning Department. Ms. Feeney, Mr. Gambil, and Ms. Smith all stated that they agree to hold further action until there can be additional discussion with the City Planning Department about their future plans for possible community development in this area.
- b. 256/258 West 18th Street- Mr. Henry reported there were two offers for these properties. The board reviewed these offers, and voted by roll call. The board voted in favor of the proposal for \$1,000 by Verron S. Hayspell with 4 Yays, and 1 Abstention (Mr. Gambil).
- c. 516 East 23rd Street- Mr. Henry reported there were four proposals for this property. The Board heard additional commentary from Mrs. Helen Santiago, who had entered a proposal and attended the Board Meeting. The Board agreed to a final proposed amount of \$2,000.00 by Mrs. Santiago, which was accepted by unanimous consent from the Board Members via a roll call vote.
- d. 1302 Parade Street- Mr. Henry reported that this property had one proposal submitted from a Mr. Richard Arlington. Mr. Henry stated he had spoken with an additional interested party who said he was working with an architect to make plans for this particular property so that he could submit an accurate proposal. Mr. Henry also stated that the Redevelopment Authority is awaiting further court action on this property to finalize a revised Just Compensation distribution. Mr. Henry stated that he believes the best action at this time would be to defer. Mr. Sandell made a motion to defer action, and Mr. Gambil seconded the motion to defer. The Board unanimously approved deferral of action on this property via a roll call vote.

OTHER BUSINESS:

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:36pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the October 19, 2020 Regular Meeting of the Erie Land Bank, held electronically at 1:00 p.m. via <https://zoom.us/j/97774388276>.

ROLL CALL:

Board of Directors:	T.J. Sandell Darlene Feeney	Paul Gambill Debra Smith	Jason Pero
ERA Staff:	Scott Henry	Courtney Lowe	Aaron Snippet
Visitors:	Liz Allen Atty. Sundberg	Kathy Wyrosdick Matthew DiLuzio	Jeremy Bloeser

CALL TO ORDER:

Mr. Sandell 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 September 21, 2020 Regular Meeting

Upon a motion by Mr. Sandell, and a second by Ms. Smith, the Consent Agenda items were approved unanimously.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan I & II. This update is attached and incorporated into these minutes.

Upon a motion by Mr. Gambil and a second by Mr. Pero, the Board unanimously approved the solicitation of demolition bids for 735 East 7th Street.

SOLICITOR'S REPORT

Mr. Sundberg gave the Solicitor's Report. The update is attached and incorporated into these minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

1. Mr. Sandell suggested that the nomination and election of a Vice-Chairperson be deferred until a future meeting, and the remainder of the Board agreed to defer any further action.
2. 554 East 25th Street- Mr. Henry reported that the title search, which showed no encumbrances, other than the City of Erie's Demolition Lien in the amount of \$3,082. The owner of the property

has agreed to donate the property to the Land Bank, if the Land Bank is in agreement. The Property Taxes have been paid through 2019, but the Land Bank would have to exonerate the 2020 property taxes, and the City of Erie's Demolition Lien. Upon a motion by Mr. Sandell, and a second by Ms. Feeney, the Board unanimously voted in favor of accepting 554 East 25th Street as a donation to the Land Bank.

3. Property Dispositions-

- a. 513 East 7th Street- Mr. Henry stated that Ms. Wyrosdick is in attendance to discuss implementation of the City's East Bayfront Neighborhood Plan and whether the Land Bank should consider retaining certain properties. Mr. DiLuzio stated that he would be satisfied if he was able to take ownership of the property, but would also find the City's plan to develop the East Bayfront to be acceptable. Mr. DiLuzio stated he would also be willing to revise his proposal for the property to include a contingent plan on resale that would include that if, and when, he were to sell the aforementioned property it would be in conjunction with 519 East 7th Street, or he would only be able to sell it back to the City of Erie, or one of its affiliated entities. Mr. DiLuzio noted that there should be a time limit of 10 Years on how long the contingency would be activated upon future sale of the property. Mr. Sandell stated that he believed the time limit of the contingency to be acceptable, and that the Board did not want to make it a hardship upon Mr. DiLuzio to have the ability to sell the property. Upon a motion by Ms. Feeney to accept the revised contingency based proposal, and a second by Ms. Smith, the Board unanimously via a Roll Call vote approved to accept the revised proposal from Mr. DiLuzio.
- b. 1302 Parade Street- Mr. Henry reported that the Erie Land Bank will be returning to Court for this property to obtain an amended Just Compensation Order. Mr. Henry recommended that the Board defer action on this property until the legal issues were finally resolved. He also indicated that another offer may be forthcoming. Upon a motion by Mr. Sandell, and a second by Mr. Gambill, the Board Unanimously approved to table this proposal until next month.
- c. 2014 Myrtle Street- Mr. Henry presented two proposals for the purchase of this property and noted he believed the proposal from Ms. Wurst to be more favorable from a lot layout perspective and the fact that Ms. Wurst indicates that she may build a garage on the site, thus increasing the tax base. Upon a motion by Mr. Sandell, and a second by Ms. Feeney, the board unanimously approved the proposal from Ms. Wurst.
- d. 526 East 9th Street- Mr. Henry presented a single proposal for the purchase of this property and noted that the other adjoining property owner had contacted the office and was not interested in acquiring it. Upon a motion by Mr. Sandell, and a second by Mr. Gambill, the Board unanimously accepted the offer from Mr. Brewon.
- e. 2301 German Street- Mr. Henry presented two offers for this property and noted that Mr. Urbaniak did not own an adjoining property, but had indicated he would plan to expand his business across several vacant lots, while the Church owns the adjoining property and indicates they may consider future construction of a Senior Center. Mr. Gambil and Ms. Feeney both expressed interest in learning more from both offerors concerning their plans for the block and Mr. Sandell withdrew his motion. Mr. Gambill made a motion to table these two proposals until more information was available. The motion was seconded by Ms. Feeney and unanimously approved.

- f. 112 Sobieski Street- Mr. Henry reported that his property was acquired from the 2019 Judicial Tax Sale on behalf of BEST and that Attorney Sundberg had finalized the outstanding title issues so the property was ready for conveyance to BEST. Mr. Henry further recommended that, based on the Solicitor's report, the Board approve conveyance of both 112 Sobieski Street and 409 East 4th Street to BEST. Upon a motion by Mr. Sandell, and a second by Mr. Gambill, the Board unanimously approved the conveyance of the two properties, 112 Sobieski Street, and 409 East 4th Street, to BEST.
 - g. 1121 German Street- Mr. Henry reports that this property was also recently demolished, and had been donated to the Erie Land Bank last year. Mr. Henry states the proposal for this property is from the Gentleman who owns the Service Station located at 12th and German, and a house that is landlocked by this lot, and if able to purchase the property would allow them access to the street. Mr. Henry recommends that the Erie Land Bank proceed with a conveyance to them. Upon a motion by Mr. Sandell, and a second by Ms. Feeney, the Board unanimously approved the motion of sale for this proposed bid.
4. E.C.R.D.A.- Demolition of Garage @ Max Silver Site- Mr. Henry reports that he has been conversing with the Erie County Redevelopment Authority about project sites that they have been interested in within the City of Erie, and the E.C.R.D.A. has already acquired this property. Mr. Henry states that the E.C.R.D.A. is looking for help getting it demolished for an expansion for Barry Plastics. Mr. Henry reports that he believes it to be a good opportunity to have the City Redevelopment Authority, and the City Land Bank approach the County Land Bank with a request to utilize the County Demolition Fund to remove the remaining structure. Mr. Henry noted that an asbestos inspection has been completed and separate abatement is not required prior to demolition. The Board consented to making a request for demolition funds from the Erie County Land Bank.
5. Judicial Sale Acquisitions: Mr. Bloeser reported that BEST would like to utilize the Land Bank to acquire two properties from the 2020 Judicial Tax Sale -
- a. 614 East 5th Street (and adjacent alleyways)
 - b. 445 East 5th Street

Upon a motion by Mr. Sandell, and a second by Mr. Gambill, the motion to acquire these properties with the intention to convey them to BEST was approved.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:49pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the November 16, 2020 Regular Meeting of the Erie Land Bank, held ELECTRONICALLY through Zoom, at 1:00 p.m. <https://zoom.us/j/91839824006>.

ROLL CALL:

Board of Directors:	T.J. Sandell Darlene Feeney	Paul Gambil Debra Smith	Chris Groner
ERA Staff:	Scott Henry Kelly Neville	Courtney Lowe	Aaron Snippert
Visitors:	Liz Allen	Sherri Geary	Atty. Sundberg

CALL TO ORDER:

Mr. Sandell 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 19, 2020 Regular Meeting

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

There were no citizens to be heard.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Henry gave an update on the properties that are involved in the Erie County Land Bank Work Plan I & II. This update is attached and incorporated into these minutes.

Upon a motion by Mr. Gambil and a second by Mr. Sandell, the board unanimously approved to accept Mr. Henry's recommendation to proceed with Demolition plans at 742 East 7th Street.

SOLICITOR'S REPORT

Mr. Sundberg gave the Solicitor's Report. The update is attached and incorporated into these minutes.

UNFINISHED BUSINESS & NEW BUSINESS:

1. Mr. Sandell nominated, and Ms. Smith seconded the nomination of Mr. Groner for the open position of Vice Chairman of the Erie Land Bank, and with no other nominations, the Board unanimously voted to approve the nomination.
2. 554 East 25th Street- Mr. Henry reported that the owner of this property has signed an agreement to donate the property to the Erie Land Bank, and Mr. Henry sent a Deed to the owner for him to sign over ownership. Mr. Henry stated that he went out to the property to speak with the owner, but has not heard back from him yet, and thus recommended to keep this subject on the Board Meeting's future agenda in case of further developments.
3. Property Dispositions-
 - a. 502 Dunn Boulevard- Mr. Henry reported that the structure that was previously located on this property was demolished earlier this year, and the property has had one proposed bid from an adjoining property owner, that is above the minimum value established under the Land Bank's policies. Mr. Henry noted that the property owner that has proposed a bid to purchase the vacant lot does have a year of delinquent property taxes, but looking at the owner's history, it appears that they are almost always about a year behind in taxes. After further discussion from the Board, Mr. Groner motioned to accept the proposed bid, and the deposit on the property, but to allow them 60 days to become current on their property taxes, or the Board will refund their deposit. Mr. Sandell seconded the motion, and the Board unanimously accepted the proposal, with the contingency on the property taxes becoming current within 60 days.
 - b. 644 East 8th Street- Mr. Henry stated that there was just one proposal from an adjoining property owner, for the minimum value. Mr. Henry noted that the proposed bidder on the property owns multiples of rental properties located in the City of Erie and there are no delinquent taxes currently on any of their properties, but there is one property they own that does have a delinquency on the Garbage utility bill of \$162 as listed on the City's utility delinquency list. After further discussion about a possible policy to take delinquent utility bills into consideration from proposed bidders on properties for sale by the Erie Land Bank, Mr. Sandell moved to accept the proposal, and was seconded by Mr. Gambil. The Board unanimously accepted the proposal with the promise to discuss a policy about delinquent utility bills during the next Board Meeting.
 - c. 2301 German Street- Mr. Henry reported that this property was a holdover from last month's Board Meeting, with two proposals from Morning Star Baptist Church, and Mr. Urbaniak. Mr. Henry noted that in the previous Board Meeting the Board asked him to attempt to gather additional information on the future plans of each of the Proposed Bidders of the property, of

whom are both adjoining and/or adjacent property owners, but when he attempted to contact them, both by email and via phone calls, it was of no avail, so there was no additional information to report at this time. After the Board discussed the facts on hand of both proposals, Mr. Gambil moved to accept the proposal from Urbaniak Brother's, and was seconded by Mr. Groner. The Board unanimously approved the motion to accept Urbaniak Brother's proposal.

d. 1302 Parade Street- Mr. Henry reported that this property has been on the Board's agendas for the past few months, as there were some legal issues, but those issues have been all cleared up. Mr. Henry noted that there has been a proposal from Mr. Arlington for a couple of months, during which time he has had conversations with other interested parties about possible proposals to submit to the Board, but none have followed through and submitted any additional proposals. Mr. Sandell moved to approve Mr. Arlington's proposal, and was seconded by Mr. Gambill. The Board unanimously approved the motion.

4. E.C.R.D.A.- Demolition of Garage @ Max Silver Site- Mr. Henry reported that just before the Board Meeting, he had sent out an email with a bid tabulation from the bids that were submitted on Friday November 13th. Mr. Henry noted that the County Redevelopment Authority stated they had some concerns about the prices being too high, so it was bid out as a base bid to demolish the structure and remove the concrete floor foundation, and some pads right around the building. Mr. Henry noted that there was an alternate bid to solely remove the building, and leave the concrete in place, which would be dealt with later. Mr. Henry reported that the base bids ranged from a low of \$6,695, up to \$57,000. Mr. Henry stated that there were 7 contractors interested altogether, and Empire Excavation, & Demolition was the low bidder, of whom Mr. Henry spoke with the ECRDA regarding, and they are comfortable with them as a contractor. Mr. Henry asked the Board if they would authorize the awarding of the contract to Empire Excavation, & Demolition with a contingency based on agreement with the County Redevelopment Authority. Mr. Henry noted that in October, the County Land Bank approved up to \$25,000 of funding for this project so it will be of no cost to the Erie City Land Bank. Mr. Sandell moved to award the contract to this contractor, with a contingency upon agreement with the County Redevelopment Authority, and was seconded by Ms. Feeney. Upon a vote of 4 Yays, 1 Abstention, and 0 Nays, the motion was approved.

5. Judicial Sale Acquisitions:

A. 614 East 5th Street (and adjacent alleyways)

B. 445 East 5th Street

Mr. Henry noted that there was a change to the date of the Judicial Sale, and it was moved from being later this week, to February of 2021, possibly February 10th, or 11th, or sometime that week, and will now be taking place as a virtual sale. Mr. Henry reported that after the approval of the property acquisition on the behalf of B.E.S.T., he had sent agreements for them to sign, and allow them to get deposits submitted for those properties. Mr. Henry stated that he had received an inquiry from Our West Bayfront about possible acquisitions during the Judicial Sale on their

behalf, which may be coming forward at a future Board Meeting, but otherwise, everything is in place to put it all together.

OTHER BUSINESS:

Mr. Henry reported that this meeting would be his last Erie Land Bank meeting, and that he will be leaving at the end of the month. Mr. Henry stated that Mr. Aaron Snippert would be taking over as the Erie Redevelopment Authority's Executive Director, and will be working with the Land Bank in the future. Mr. Henry stated that he would like to thank the people that were present today, and those that have served throughout the last couple of years. Mr. Henry noted that getting the Land Bank up and running throughout his time in the past 8 years, and he would like to thank everyone for their involvement, willingness, and flexibility, and believes it to really be an asset of the City's.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:51 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary

MINUTES

For the December 21, 2020 Regular Meeting of the Erie Land Bank, held ELECTRONICALLY through Zoom, at 1:00 p.m. <https://zoom.us/j/94544489986>.

ROLL CALL:

Board of Directors:	T.J. Sandell Darlene Feeney	Paul Gambil Debra Smith	Chris Groner
ERA Staff:	Aaron Snippert	Kelly Neville	Courtney Lowe
Visitors:	Jeremy Bloeser		

CALL TO ORDER:

Mr. Sandell 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 November 16, 2020 Regular Meeting

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

There was a citizen's comment by Mr. Jeremy Bloeser about requesting any help that the Erie Land Bank Board Members may be able to provide to the B.E.S.T. organization while they try to clear the titles of the properties that were acquired through the 2019 Judicial Tax Sale, and will be acquired through the 2020/21 Judicial Tax Sale.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Snippert gave an update on the properties that are involved in the Erie County Land Bank Work Plan I & II. This update is attached and incorporated into these minutes.

SOLICITOR'S REPORT

Atty. Sundberg was not able to do the Solicitor's Report.

UNFINISHED BUSINESS & NEW BUSINESS:

1. 554 East 25th Street- Mr. Snippert reported that upon reviewing the title of this property, there were found to be multiple liens from the Erie Land Bank, and he requested that the Board make a motion to dissolve those liens. Upon a motion by Mr. Sandell, seconded by Ms. Feeney, the board approved the motion to dissolve the liens with 4 Ayes, 0 Nays, and 1 Abstention.

2. Property Dispositions-

- a. 528 East 21st Street- Mr. Snippert reported that the Land Bank has received 3 proposed offers for this property, and 2 of the offers are for possible side lots for Landlords who own rental properties and are directly adjoining the property. Mr. Snippert stated that the 3rd offer is for a business owner whose business is not directly adjoining the property but is located a bit behind it. After some discussion, the Board Members decided to hold the conversation until next month, so that Mr. Snippert can have time to attempt to contact a proposed bidder to ask him if he is a current resident of the property he owns now.

 - b. 606 East 13th Street- Mr. Snippert stated that there is currently 1 offer for this property, and the bid is very detailed. After discussing the proposed bid, Mr. Sandell made a motion to accept the offer, and Ms. Feeney seconded the motion. Upon a vote of unanimous consent, the Board approved the bid.
3. 513 East 7th Street- Mr. Snippert reported that the Board approved a bid in October of 2020 to convey this property to DiLuzio Inc. with the stipulation that if the City of Erie wanted it back in 10 years then it would have the right to buy it back for the East Bayfront Plan. Mr. Snippert stated that the DiLuzio Inc. Attorney found 2 title issues, so he reached out to Attorney Sundberg regarding the issue, and he said that he would investigate it further, and try to figure out if it could be easily taken care of, or if it may cost the Erie Land Bank further money. Mr. Snippert stated that he wanted to put it on the agenda because he wanted to see if the Board wanted to attempt to clear the title, or if they wanted to maintain ownership, and retain monetary responsibilities of maintenance. After further discussion from the Board, Mr. Groner made a motion to attempt to have the title cleared, and was seconded by Ms. Feeney. With Unanimous consent the Board of Directors of the Erie Land Bank passed the motion.
 4. 2021 Meeting Schedule- Mr. Sandell read aloud the proposed Calendar dates of the Erie Land Bank Board of Directors Meeting Schedule. Upon a motion by Mr. Sandell, and a second by Mr. Groner, the Board members unanimously accepted the meeting schedule for 2021.
 5. Policy & Procedures- Mr. Sandell stated that he believed that this subject should be tabled until a future date, so that Atty. Sundberg could write out a better memorandum about it. Mr. Groner stated he agreed with the statement made by Mr. Sandell. Upon further discussion, the Board decided that this subject change should be currently tabled, and revisited in a couple months.

OTHER BUSINESS:

Mr. Groner stated that he would like to discuss the projects that are going on between the City's Redevelopment Authority, and the County Redevelopment Authority, and a couple other organizations. Mr. Groner detailed a few commercially blighted projects that are ongoing within the Downtown Area of the City that have upcoming demolitions, and may need assistance in the future.

ADJOURNMENT:

With no other business to discuss, the meeting was adjourned at 1:47 pm

Respectfully submitted,

Erie Land Bank

Darlene Feeney, Secretary