

Land Bank Board
July 23, 2018
4:00 P.M.
Council Meeting Room

1. Public Comment
2. Roll Call
3. Reading and approval of Minutes of the June 25, 2018

Documents:

[2018-06-25.pdf](#)

4. Bills and communications
5. Report of the Executive Director or other appropriate staff
6. Unfinished Business
 - a. Solicitor – follow up with Chuck Garner
 - b. Insurance
 - c. Land Bank Administrator – follow up with PAID
 - d. Schedule work session for review of draft Land Bank Policies and Procedures
 - e. Schedule meeting with Philadelphia Land Bank
7. New Business
8. Adjournment

Minutes from Land Trust Meeting – June 25, 2018

Attendees: Justin Keller, Twila Fisher (via telephone), Carol Kulp, Deb Penrod, Cheryl Chiarello and Andrew Monastra

Guests: Peggy Lee Clark, PAID; Winifred Branton, Branton Strategies

Meeting called to order at 4:02 pm.

The first order of business was a discussion of the By-laws. Winifred Branton submitted a form of bylaws for the Board's review. After discussion, a motion was made by Monastra and seconded by Penrod to approve the By-Laws as submitted. Motion passed unanimously.

Next order of business was the election of officers. Chiarello made a motion to nominate Deb Penrod as Chairman and Monastra seconded. Motion passed unanimously.

Penrod made a motion to appoint Chiarello as Vice Chair and was seconded by Monastra. Motion passes unanimously.

Chiarello made a motion to appoint Andrew Monastra as Secretary; Penrod seconded and the Motion passed unanimously.

Monastra made a motion to nominate Twila Fisher as Treasurer and was seconded by Penrod. Motion passed unanimously.

The next order of business was a discussion on the adoption of policies and procedures for the Land Trust. Branton provided a model set of policies and procedures for review, while suggesting that it would be an excellent idea to have the Board attend the Philadelphia County Land Bank meeting in July and then the board will have a work session to discuss the policies and procedures. Fisher and Chiarello will attend the July 12, 2018 meeting of the Philadelphia Land Bank.

Branton next led a discussion of House Bill 653 and Senate Bill 667 and their effect on Land Banks in general. One of the highlights was that the Senate Bill authorizes counties over 10000 people who currently have a Redevelopment Authority to give Land Bank powers to the Redevelopment Authority. However, this does not affect existing Land Bank (such as Pottstown) as prior established Land Banks are exempt in the event that Montgomery County passes a Land Bank Ordinance. There was limited discussion on House Bill 653, except to touch upon the concept of fast tracking foreclosures of target properties.

Board next discussed the Solicitor position. For the present, it was agreed that the existing Borough Solicitor would serve as a temporary solicitor. Monastra to discuss with Chuck Garner regarding his desire to serve as permanent solicitor.

Board next discussed Board Liability Insurance. Branton suggested Land Bank Insurance at roughly \$1500.00 per year, while Justin Keller offered to investigate perhaps adding the Board to the existing Borough policy.

Board guest Peggy Lee Clark of Paid spoke to the Board and offered Paid as a potential candidate for the

Position of Executive Director of the Land Bank, stressing that there are many similarities with PAID and the Land Bank. Monastra made a motion, seconded by Penrod to enter into negotiations with PAID to serve as Executive Director. Motion passed unanimously.

The monthly meeting times of the Land Bank were discussed and a Motion was made by Chiarello and seconded by Monastra to hold the meetings on the 4th Monday of the month at 4:00 pm. Motion passed unanimously.

No public comment.

Motion to adjourn was made by Monastra and the meeting adjourned at 5:15.