

LAND BANK AGENDA

SEPTEMBER 26, 2022, 4:30 P. M.

1. ZOOM LINK

Physical Location: Council Meeting Room, 3rd Floor of Borough Hall

2. Join Zoom Meeting <https://us02web.zoom.us/j/82410024474?pwd=eWY3MFhWNWF0TjB2SURmUFNJK254QT09>

Meeting ID: 824 1002 4474

Passcode: 508861 Dial by your location +1 646 558 8656 US (New York)

Find your local number: <https://us02web.zoom.us/u/kd5EQU0NK>

2. Public Comment

3. Roll Call

4. Approval of August 22, 2022 minutes

Documents:

[2022-08-22.pdf](#)

5. Financial Report

6. Bills and Communications

7. Presentation NCST

8. Report from Administrator and Consultant

a. Property Inquiries

9. Land Bank Pre-Screening Applications

10. Unfinished Business

a. 707 Hamilton Street

b. Conveyance of Properties

. 421 Hale Street

. 208 Gable Avenue

. 439 Chestnut Street

11. New Business

12. Adjournment

- a. Next meeting - Monday, October 24, 4:30 PM, Council Meeting Room

## Pottstown Borough Land Bank Board Meeting

August 22, 2022: The meeting was called to order by Deb Penrod at 4:34 p.m.

**Public Comment:** None

**Board Roll Call:** Deb Penrod, Twila Fisher, Carol Kulp, Jamie Sanchez, Lisa Vanni (Zoom), Solicitor Boell

**Administration:** Winnie Branton, Justin Keller, Peggy Lee-Clark, Melissa Shainline

**Guests:** Craig Way; Chuck Garner, Luke Johnson

**Approval of July Meeting Minutes:** Motion to approve: Carol; Jamie seconded; motion carried.

**Financial Report: None**

Review of Bank Statement:

- a. Balance ending July 29,2022: 98,479.23
- b. Check was paid on July 26 for in the amount of \$286.95

**Bills and Communications:**

1. Solicitor bills: \$1200 July 12 and \$1200 for Aug 5 2022
2. PAED: PHARE grant admin covers \$262.50 of the \$431.25

Motion to pay bills: Carol made a motion, Twila seconded. Motion carried.

**Report from Administrator and Consultant:**

Property Inquiries: Bickelman's are looking at 764 Queen Street; property owner is deceased and it is owned by the estate. Both sons are out of state. They are not interested in working on or improving the house. Bickelman's want to rehab it because they have already done 766 and 768 Queen Street. They believe there is an outstanding mortgage.

The Board discussed whether or not we should be involved in this and decided that it does not fall into our mission to directly contact owners on behalf of a developer who wants to purchase the property privately. We also agreed that it may make sense for L&I to cite them separately and mention the Land Bank as a resource for disposition.

**Land Bank Pre-Screening Applications:** We received one application from JN Property Group.

**Unfinished Business (Solicitor update):** 707 Hamilton update: We have an agreement signed after finalizing language around sewer improvements. Because of a grant requirement, we have to conduct the weatherization project before it changes hands. It's been awarded to Brian Hydier and we are waiting to hear about when he can do the work. The Borough would like to hold off on signing until that work is completed or until there is more clarity on the project. No action needed tonight.

The Borough plans to do the sewer line this week or next.

**421 Hale Street** – we now own this property; purchased at judicial sale for \$4,442.80. We suggest conveyance to end user per the approved screening rubric that was previously voted on. Motion was made by Carol for solicitor to prepare the agreement of sale to convey the property to Hive Properties; Jamie seconded. Motion carried.

**208 Gable** – purchased at judicial sale for \$8105.41. Motion made by Twila for solicitor to prepare agreement of sale to convey the property to Luke Johnson. Lisa seconded. Motion carried.

**439 Chestnut St.** – purchased \$4996.24 at judicial sale. Motion was made by Carol for solicitor to prepare the agreement of sale to convey the property to Hive Properties; Jamie seconded. Motion carried.

There is an option for purchasers to work withing the requirements of the PHARE Grant. Income requirements:

1. 30% must benefit households of 50% AMI or lower. Genesis home repair program satisfies that for this grant.
2. The end user of the property can't exceed certain income thresholds (greater than 200% of median area income as determined by Montgomery County).
3. The purchase and redevelopment agreement would include a schedule to this effect (restrictive covenants, details about end user, etc.).

The Land Bank should ask PHFA for the other \$100,000 after the agreements are in place. Solicitor will take care of this in the agreement of sale.

Twila made a motion for Peggy to purchase insurance for all three properties; Lisa seconded. Twila amended the motion to include insuring and securing all three properties. Motion carried.

NCST invite: the group we talked about that works with land banks to find other avenues for property acquisitions that also involves banks. They accepted the invitation to come to next month's meeting.

### **New Business:**

Blighted Certified by Redevelopment Authority -- Chuck explained what the blighted processes mean: Why do properties languish and what is being done about them. Chuck explained the legal pathways and the process.

In order to function effectively, the Blighted Property Review Committee needs cooperation of the committee and Borough. The RDA can use eminent domain, however we are lacking a 3<sup>rd</sup> party to acquire the properties and funding of that process. The RDA doesn't have funding to do this. If we have that 3<sup>rd</sup> party they have to pay RDA fees and the fair value for compensation. That's why the properties sit. If we can line investors to be the end user, this can work better. Chuck explained the history of BPRC and how the list has been compiled over the years; he also answered questions from Board Members.

**Other Comments:** None

**Adjournment:** Twila made a motion to adjourn. Meeting adjourned at 5:54 p.m. The next meeting will be at 4:30 p.m. on September 26, 2022.