

**Land Bank Agenda**  
**November 22, 2021, 4:30 P.M.**  
**Physical Meeting w/Zoom Option**

1. Physical Location: Council Chambers, 3rd Floor of Borough Hall

**Join Zoom Meeting**

[https://us02web.zoom.us/j/82316168170?  
pwd=WDZjN0djQ2liWk5GVFp6eE1Xc2RxQT09](https://us02web.zoom.us/j/82316168170?pwd=WDZjN0djQ2liWk5GVFp6eE1Xc2RxQT09)

**Meeting ID: 823 1616 8170**

**Passcode: 523963**

**Dial by your location**

**+1 646 558 8656 US (New York)**

**Find your local**

**number: [https://us02web.zoom.us/u/kd5EQU0NKw](https://us02web.zoom.us/j/82316168170?pwd=WDZjN0djQ2liWk5GVFp6eE1Xc2RxQT09)**

2. Public Comment
3. Roll Call
4. Approval of meeting minutes for October 25, 2021

**Documents:**

[2021-10-25.pdf](#)

5. Review of Bank Statement
  - \$100,100.32 in Account
6. Bills and Communications
7. Report from Administrator and Consultant
  - a. Property Inquiries
  - b. Deborah Ann Spence Presentation - Dog Park Proposal
  - c. RFP - Solicitor Recommendation
8. Land Bank Pre-Screening Applications
9. Unfinished Business
  - a. Blighted Property List

b. Sheriff, Upset and Judicial Sales

December 9 Judicial Sale

10. New Business

- a. Board Training Opportunity
- b. Board Roles & Division of Labor
- c. 2022 Meeting Dates Draft

Documents:

[Land Bank 2022 Meeting Dates Draft.pdf](#)

11. Adjournment

## Pottstown Borough Land Bank Meeting

October 25, 2021

Meeting called to order at 4:36 p.m.

**Public Comment:** None

**Roll Call:** Carol, Deb, Twila, Jamie, Lisa (Zoom); Peggy Lee Clark and Alex Thigpen (Administrators); Justin Keller (Borough Manager); Winnie Branton (Consultant)  
Guests: Craig Way; Rebecca Swanson (Zoom)

**Approval of Minutes from September 27, 2021:** Twila made a motion to approve, Jamie and Carol both seconded.

**Review of Bank Statement:** The account is still at \$100,100.32.

**Account Bills and Communications:** The County is working with the Borough on a map of vacant and blighted properties, Borough properties, etc. They decided it would be best to create a virtual dashboard (similar to what Winnie started on Google maps) and would work with Winnie on this as part of the blight grant assistance, trying to keep it user friendly and easy to maintain. This map could be put on the Borough website, etc.

Justin is still receiving lists from the County and has been reviewing them before and after all County sales to look at any outstanding taxes, violations, etc. on Pottstown-related properties. This distribution of lists is based on Act 33 (provides list of those who have registered to bid; for LLC's more detail is required).

### **Report from Administrator and Consultant**

Property Inquiries:

1. Conversation with Deborah Ann Spence
  - a. 1000 Cherry St. (6075 sq. ft. lot size) – she lives one block over; she is a broker
  - b. There is a NAR green initiative for placemaking; annual grant period opens Jan. 2022. She would like to apply for this grant. They have funded blighted projects in the past.
  - c. Fierce Realty Corp is her real estate firm; they would be the owner of record. We would need to address who would maintain it.
  - d. It would be good to give her an answer by November since the grant is due in January.

**The board is asking Peggy to go back to Deborah and ask for a detailed proposal, which will be presented to the board in our November meeting.**

2. 707 Hamilton – there is a walkthrough scheduled with an interested party.

### **RFP - Solicitor Responses Review:**

These were sent ahead to the board. We were supposed to decide whether or not we wanted to meet them. Peggy reviewed the solicitor responses with the board. Twila made a motion to move

forward with getting more information from FL&B, HVML, and Masano/Bradley; Deb seconded the motion.

**Land Bank Pre-Screening Applications:**

We received three since last meeting:

1. Deborah Ann Spence
2. Sunnybrook Properties – Gulati’s
3. Windy Meadow Properties LLC – Francis Gorski

**Unfinished Business:**

Blighted Property List (meeting was canceled last week)  
Sheriff, Upset and Judicial Sales Results of September 23<sup>rd</sup>

Upset Sale: Anthony Cabrero of Babylon Real Estate purchased 566 E. High St.

There are five properties continued for the Judicial Sale on December 9, 2021

- 57 Beech
- 529 Beech
- 439 Chestnut
- 208 Gable Ave
- 421 Hale St

Consideration of 122 E 3rd Street: (Paula Bickelman property); there is no resolution at this point. We acknowledge that this is a complicated proposal and it needs more evaluation. We will not move forward at this point unless we have more information.

**New Business:**

**Consideration of Letter for ARPA Fund Request:** We have been asked to send letters to our representatives. Jamie made a motion to send the letter, Carol seconded the motion.

There will not be a December meeting.

Alex will be leaving PAID and working for DCED beginning Nov. 15, 2021.

Motion to adjourn made by Jamie, seconded by Carol.

**Adjournment at 5:42 p.m.**



**Land Bank 2022 Meeting Dates**  
**4:30 PM, Fourth Monday of Every Month**  
**Council Chambers, Borough Hall – 100 E. High Street, 3<sup>rd</sup> Floor, Pottstown, 19464**

January 24, 2022

February 28, 2022

March 28, 2022

April 25, 2022

May 23, 2022

June 27, 2022

July 25, 2022

August 22, 2022

September 26, 2022

October 24, 2022

November 28, 2022

*No December Meeting*