

LAND BANK AGENDA

NOVEMBER 28, 2022, 4:30 P.M.

IN-PERSON & ZOOM OPTOIN

COUNCIL MEETING ROOM

1. Land Bank Zoom Link

<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/j/82410024474?pwd=eWY3MFhWNWF0TjB2SURmUFNJK254QT09>

2. Public Comment

3. Roll Call

4. Approval of October 24, 2022 minutes

Documents:

[2022-10-24.pdf](#)

5. Financial Report

6. Bills and Communications

7. Report from Administrator and Consultant

a. Property Inquiries

b. Legislative Updates

8. Land Bank Pre-Screening Applications

9. Unfinished Business

a. 421 Hale Street

b. 439 Chestnut Street

c. Continued Upset and Judicial Sale - December 8

10. New Business

a. 2023 Meeting Dates - Approval

Documents:

[Land Bank 2023 Meeting Dates Draft.pdf](#)

11. Adjournment

No December Meeting: Next meeting - Monday, January 23, 4:30 PM Council Meeting Room

Pottstown Borough Land Bank Board Meeting

October 24, 2022

The meeting was called to order by Deb Penrod at 4:33 p.m.

Public Comment: None

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

Absent: Carol Kulp

Administration: Justin Keller, Peggy Lee-Clark, Melissa Shainline

Approval of September Meeting Minutes: Motion to approve: Jamie; Twila seconded and motion carried.

Financial Report:

- a. Balance beginning Sept. 30, 2022: \$88,934.78
- b. Balance ending: \$8,7012.35
- c. Checks/debits: \$1,922.43

Motion to approve: Twila; Deb seconded and motion carried.

Bills and Communications:

Bills:

1. We have one item:
 - PAED – invoice for \$750.00 worth of billable hours for property transfer work to come from PHARE grant.

Twila made a motion to approve payment; Jamie seconded and motion carried.

Communications: None

Report from Administrator and Consultant:

Oct 15 – Peggy attended Jumpstart Pottstown and talked for about an hour about the Land Bank. They asked if there could be a town hall about the process. Peggy explained that our board meetings are public and encouraged them to attend. They expressed interest in submitting pre-application paperwork for consideration.

HB2209 (land bank could move to a virtual platform and quorum; land banks exempt from local realty and transfer taxes; housing solutions for homeless populations) and HB2210 (we wrote in support of this – conservatorship would be open to land banks) are moving through the legislature and hopefully will be passed soon.

Senate picked up some bills as well and if they can get through the House next week they might get passed.

Peggy contacted Portnoff about initial judicial sales (where properties go to Portnoff) to see if they could be available to the land bank ahead of time. This will not be an option at this time.

PHARE Grant: Peggy asked for the second \$100,000 to be released based on recent activity in the Land Bank.

Property Inquiries: None

Land Bank Pre-Screening Applications:

1. MG Capital Real Estate was presented as a pre-screened applicant. Twila made a motion to approve; Jamie seconded and motion passed.

Unfinished Business

We settled on 208 Gable today. Lessons learned: We now know where to go for insurance and have a better idea of what the process looks like. Our application could use some tweaking for clarity. We will consider modifications as suggested by Solicitor's office. We want to align language between application and agreement of sale. We will consider a "hold harmless agreement" or find a similar situation to protect the home until the buyer has purchased it. The Solicitor will modify documents that will allow for this protection. Twila made a motion; Jamie seconded, and the motion carried.

An item that is not on the agenda: Winnie asked the PA Land Bank Network about delegating authority for acquisitions; West Moreland County has a delegation of property acquisition of under \$100,000. We may wish to discuss a pending authorization of property purchase for the future.

Peggy will pursue NCST membership following their presentation last month.

(Solicitor update): 707 Hamilton update: Closing should occur before Thanksgiving, which is the Land Bank's last piece.

New Business: Judicial Upset Sale is coming up in December. 948 Queen and 403 Walnut are being offered. Peggy did not recommend pursuing 403 Walnut because there appears to be a squatter. It is up to the board if we should pursue 948 Queen.

The land bank authorizes Peggy to begin promoting 948 Queen Street closer to the date of the Judicial Upset Sale, understanding that it may get pulled like last time.

Other Comments: None

Adjournment: Jamie made a motion to adjourn. Twila seconded. Meeting adjourned at 5:11 p.m.

The next meeting will be at 4:30 p.m. on November 28, 2022, Council Meeting Room.



Land Bank 2023 Meeting Dates
4:30 PM, Fourth Monday of Every Month
Council Meeting Room, Borough Hall – 100 E. High St., 3rd Floor, Pottstown, 19464

January 23, 2023

February 27, 2023

March 27, 2023

April 24, 2023

May 22, 2023

June 26, 2023

July 24, 2023

August 28, 2023

September 25, 2023

October 23, 2023

November 27, 2023

No December Meeting