



ECLB Board Meeting

Erie County Land Bank

Tuesday, November 18, 2025 at 9:00 AM EST to 10:30 AM EST

1230 Townhall Road West, Erie, PA 16509

Minutes

I. Call to Order & Attendance at 9:00 a.m.

Board: Jack Lee, Suzanne Weber, Scott Harris, Susannah Faulkner, Sandy Morrow, David Mitchell, Timofey Bogdanets

Additional: Jennifer Hirneisen, Jeremy Bloeser, Rachel Jessup, Aaron Snippert, Megan Richter

Absent: James Cardman, Brian McGrath

II. Welcome new Board member Scott Harris!

III. Previous Meeting Minutes

- Motion to approve minutes from previous meeting, moved by D. Mitchell, seconded by S. Weber; all in favor, none opposed.

IV. Financial Report

Restricted funds have been updated after Millcreek General Authority payment.

- Motion to approve Financial Report, moved by D. Mitchell, seconded by S. Faulkner; all in favor, none opposed.

A. Demolition Fund

\$17,427.75 deposited for October 2025

Dashboard available at [ErieCountyLandBank.org](https://eriecountylandbank.org) > Programs > Act 152 Demo Fund

County Council approved release of Demo Fund restricted funds to cover remaining ECLB and ELB 2025 demolitions.

V. Hearing of the Public

No public present, but D. Mitchell shared comments from a member of the public that she learned a lot at the Master Homeowner Program last year and says we should do it again. Having attended several of the sessions, D. Mitchell expressed his support for the program.

Conversation whether GEBOR might share class information or recommend that new homeowners attend Master Homeowner classes.

VI. Erie Land Bank

- Motion to approve disbursement to Erie Land Bank in the amount of \$71,326.29 for WP25, moved by S. Morrow, seconded by S. Faulkner; all in favor, none opposed.

A. Work Plan 2026 update

Approved \$400,000.00 for ELB budget at last Board meeting.

J. Bloeser working on a "grant agreement".

A. Snippert requested 15 months rather than 12 for Work Plans, as some work carries over due to external factors.

Allow for flexibility between categories; ability to move 10% of amounts between categories with ECLB Board approval.

Reduced initial request for basic operations, but ELB has ability to request additional funds for specific projects as needed.

ELB auditor wanted an agreement document between ELB and ECLB; this will provide that documentation.

- Motion to approve the Erie Land Bank 2026 Work Plan changes as discussed, moved by D. Mitchell, seconded by S. Morrow; all in favor, none opposed.

B. WP24 Close Out and Rollover Request

Requesting amount remaining in 2024 Work Plan to roll over to 2026 Work Plan. A. Snippet acknowledged that per the new agreement, ELB will have 15 months to use or lose the WP26 amount including the WP24 rollover.

- Motion to approve close out of WP24 and rollover of remaining \$7,201.43 to WP26, moved by S. Faulkner, seconded by S. Morrow; all in favor, none opposed.

VII. Solicitor Updates

Still working toward donation of 18 Market Street, Union City (Union City Chair building).

Discovered that church mortgage encompassed both buildings. Approval was just granted by the bank to separate this building from the mortgage. Northwest Bank is working on paperwork now.

VIII. Unfinished & New Business

A. ICA update

Washington Township – Only three supervisors were present when J. Bloeser presented. All were in favor of signing ICA, but all were up for reelection so chose to postpone approval until after the election. J. Bloeser waiting to see if a second presentation is necessary or if the new supervisors will just sign.

No Fort LeBoeuf School District update at this time. School board is currently dealing with school closure debates; waiting until that's calmed down.

D. Mitchell remarked that there was supervisor turnover in Wayne Township with this election, so it will be worth revisiting.

B. Property Updates

1. Demolitions

22 Lincoln complete. All 2025 demos now finished.

2. Judicial Sale list

10450 Crane Street, Cranesville – Has been a problem for some time. One owner is deceased, the other is in a nursing home. Have had gang and rat problems.

3089 Sheldon Drive, McKean Township – Isn't inhabited now; no cars as in online images. The **Bolte Drive** property behind it is undeveloped and isn't on a full street since Bolte Drive is a paper street, but is also on the JTS and is the same owner. Concern that it will sit on the Repository List or be acquired by a bad-faith speculator if we don't acquire. A. Snippet noted that land banks are stewards of the land and acquisition enables us to protect this parcel.

2714 Crestview Avenue, North East Township – J. Bloeser viewed properties of concern with Zoning Officer Jay Jobczynski. This property is occupied but will be sold on the JTS unless the owner pays it off; this is also a question of stewardship. Significant, open holes in roof; no idea what house interior looks like since owner was not forthcoming. J. Bloeser is reaching out to supervisors for approval to acquire. Small parcel and close to next door; may end up being a Side Lot.

Putnam Street, Union City – Adjacent to 9 Wattsburg Street, same former owners. Could combine parcels. LECOM Rural Health Clinic is up the street and has expressed interest in 9 Wattsburg for employee parking; this would provide more space.

➤ Motion to approve the acquisition of the following properties at the 2025 Judicial Tax Sale, moved by D. Mitchell, seconded by S. Faulkner; all in favor, none opposed:

- 09005001002700 - 10450 Crane Street, Cranesville
- 31004036000400 - Bolte Drive TRK 262, McKean Township
- 31004036000700 - 3089 West Sheldon Drive, McKean Township
- 37037057000300 - 2714 East Crestview Avenue, North East Township
- 41005011000401 - Putnam Street, Union City

3. Realty Listings

Property price list from Pat Groner:

- 34/40 West Bond Street, Corry - \$12,500.00
- 712 West Church Street, Corry - \$2,500.00
- 516 South Second Avenue, Corry - \$2,500.00
- 78 Miles Street, Union City - \$2,500.00

J. Bloeser believes \$2,500.00 to be too low, suggests \$5,000.00. T. Bogdanets inquired about assessed value of land. That information wasn't readily available, but J. Bloeser had looked at comparable parcels which are priced at \$10,000.00 - \$20,000.00.

D. Mitchell expressed concern about attractiveness of lots to builders, and gave the reminder that the ECLB mission is not to make money, but to stabilize the community. S. Morrow pointed out that \$5,000.00 is still 50% less than other asking prices.

➤ Motion to approve the property price list from P. Groner, with adjustments suggested by J. Bloeser, moved by D. Mitchell, seconded by T. Bogdanets; all in favor, none opposed.

Received an application for 34 & 40 West Bond Street, Corry, through P. Groner; wasn't yet approved to be listed with him. Applicants live in Bear Lake, current house has a pending sale for around \$600,00.00 so funds will be available for proposed home build.

R. Jessup will do check on tax delinquencies and violations or liens on current property.

➤ Motion to approve application from Dennis and Janet Messinger for 34 and 40 West Bond Street, Corry, conditional on background checks; moved by D. Mitchell, seconded by S. Morrow; all in favor, none opposed.

4. 17 South Main Street, Union City update

Josh Dyne removed upper-story windows and boarded up; ground floor windows are okay. Installed new door with lock.

Bump-out can't be cantilevered. Options are to rebuild to current specs or remove; would change façade. Bump-out is an original feature; building is on National Register.

J. Bloeser getting quotes on roof and rear wall. Building has two walls and both are bad. Gathering information to determine what will be worth spending.

C. 2026 Budget

M. Richter reviewed the 2026 Draft Budget.

Some line items were inflated in 2025 Budget; aiming for more realistic numbers. While amounts are reduced, ECLB isn't doing less.

510 – 5/50 Tax Recapture: Expecting around \$6,000.00 based on current property list.

515 – Contributed Capital Grants/Erie Community Foundation: Going to request Erie Community Foundation funding for new part-time position shared with CCLT and housed in ECLB offices.

610 – Erie Land Bank: Can provide more funding if needed; reserves in bank, not part of operating budget.

630 – Auditing Fees: Audit cost higher but still a good price these days, and we have a three-year contract.

640 – Legal & Professional Fees: Not paying less; budget is closer to actual spending.

663 – Rent: 2026 Lease reflects increase.

670 – Insurance Expenses: Projected to go up everywhere.

682 – Salaries & Wages: Don't have J. Bloeser's evaluation yet; estimation.

682 – New part time CCLT Salary and benefits: Full cost of new person; to be split with CCLT and hopefully partially funded by ECF.

700 –Property Acquisition: Goal to increase acquisitions, therefore amount is higher.

710 – Property Management Expenses: Adjusted down the line to be more accurate.

713 – Trash Removal: Either good luck or good contacts, but has never been spent.

760 – Exterior Clean Up Program: Exterior cleanup much cheaper than anticipated. Unrestricted reserves if needed.

770 – Homeowner Education Program: All materials ready to go, so less budget needed. Can increase going forward if necessary.

715 – Demolition: To balance budget. M. Richter recommends renaming line to "Acquisition/Demolition" since those can be connected and would remove need to move funds between those categories.

➤ Motion to approve 2026 Budget, moved by S. Morrow, seconded by S. Faulkner; all in favor, none opposed.

D. Personnel Committee update

1. Jeremy Bloeser Evaluation

Governance Committee recommends holding an Executive Session at the December Board meeting.

Discussion at Personnel Committee regarding how to evaluate. S. Faulkner shared a general evaluation document with ratings for different categories.

J. Bloeser working on a list of accomplishments, adjustments, and proposed goals for 2026 and will share with full Board.

2. Long- and Short-Term Disability, Employee Assistance Plan, and Life Insurance

J. Bloeser getting quotes from MBA on these benefits which aren't currently offered to ECLB employees.

E. Benefit Updates

Northwest Bank changing 457B administrators, from GoRetire to Empower.

Manufacturer and Business Association changing dental insurance providers, from Delta to MetLife.

Neither change is optional or has any significant impact on Staff. Empower is an industry leader in retirement administration. Dental insurance change is an improvement.

IX. Notices & Announcements

A. Thank you gift and card for Chris Rush

Recognition plaque passed around; card signed by Board and Staff.

B. Upcoming Conferences

Homes Within Reach December 3-5, 2025, Hershey, PA

Early bird registration is over; regular registration is open until this Friday, Nov. 21st.

Currently registered: Dave, Jeremy, Rachel

A. Snippert on PA Land Bank Network: Worked with Winnie Branton and Liz Hersch to grow network, which was awarded a \$100,000.00 Hillman Foundation Grant for the Strategic Plan. Applying for PHARE Grant. Working to engage PA Land Bank members.

Ohio Land Banks exceptionally well-funded by state legislators. Advocacy and connections are key.

D. Mitchell recommends presentations to PA League of Municipalities/Cities and County Commissioner.

Reclaiming Vacant Properties September 22-25, 2026, Pittsburgh, PA

Pre-early bird registration (significant discount!) ends Dec. 10th or when first 100 tickets are sold. Early bird registration opens Apr. 6th.

Currently registered: Jeremy, Rachel, Susannah

C. Other

S. Faulkner noted that, with a new Board member and her own recent experience, a coordinated orientation would be very useful. To be worked on.

D. Mitchell would like a Board meeting to be held in Corry once weather improves, and possibly another in the West County, with newspaper coverage included. Meetings used to be at a different location every month before ECLB offices settled in Summit Township. J.

Hirneisen noted that the public would attend meetings when held in different municipalities.

X. Adjournment at 10:08 a.m.

➤ Motion to adjourn, moved by S. Weber, seconded by S. Faulkner; all in favor.

Next meeting: Board Meeting December 16th.