



ECLB Board Meeting

Erie County Land Bank

Tuesday, January 20, 2026 at 9:00 AM EST to 10:30 AM EST

1230 Townhall Road West, Erie, PA 16509

Meeting Details:

<https://us02web.zoom.us/j/8145808990?pwd=0alBjbraC45A4AxnLwDF9nyKVlxzki.1&omn=84139680652>,

Phone: 1 646 558 8656

Meeting ID: 814 580 8990

Passcode: ECLB2026

Minutes

I. Call to Order & Attendance at 9:03 a.m.

Board: Jack Lee, James Cardman, Brian McGrath, Suzanne Weber, Scott Harris, Susannah Faulkner, Sandy Morrow, Jeff Church, Timofey Bogdanets

Additional: Jeremy Bloeser, Rachel Jessup, Rock Copeland, Aaron Snippert, Jennifer Hirneisen, Megan Richter, Dave Mitchell, Steve Bishop

II. Welcome new Board member Jeffrey Church!

III. Previous Meeting Minutes

- Motion to approve minutes from previous meeting, moved by S. Weber, seconded by S. Morrow; all in favor, none opposed (T. Bogdanets absent).

IV. Financial Report

M. Richter reviewed reports.

Money market not yet recorded until year-end statement is received, but have been earning good interest. Auditors have been sent statements.

M. Richter has cleaned up a few line items no longer in use, such as pre-paid expenses.

CCLT grant: still need to figure out that funding.

Main difference in total income is CCLT grant.

J. Bloeser explained ECL funding to new Board members.

- Motion to approve financial report, moved by J. Cardman, seconded by S. Morrow; all in favor, none opposed (T. Bogdanets absent).

A. Demolition Fund

Demo Fund deposit for December 2025 is \$14,549.25.

Dashboard available at

<https://eriecopa.maps.arcgis.com/apps/dashboards/3977a1a65b4d4e9b83eb45ac86cc3954>

or go to ErieCountyLandBank.org > Programs > Act 152 Demo Fund

V. Hearing of the Public

None.

VI. Erie Land Bank

No request this month.

Acquired 17 of 22 desired properties from Judicial Tax Sale; in process of securing and evaluating.

VII. Solicitor Updates

None.

VIII. Unfinished & New Business

A. Board Elections

1. Nominations for Chair

Jack Lee nominated by S. Weber, seconded by B. McGrath.

No further nominations.

- Election of Jack Lee for 2026 Board Chair. All in favor; none opposed.

2. Nominations for Vice Chair

Sue Weber nominated by J. Cardman, seconded by B. McGrath.

No further nominations.

- Election of Sue Weber for 2026 Board Vice Chair. All in favor; none opposed.

3. Nominations for Secretary

Brian McGrath nominated by J. Cardman, seconded by S. Weber.

No further nominations.

- Election of Brian McGrath for 2026 Board Secretary. All in favor; none opposed.

4. Nominations for Treasurer

Susannah Faulkner nominated by S. Weber, seconded by S. Morrow.

No further nominations.

- Election of Susannah Faulkner for 2026 Board Treasurer. All in favor; none opposed; S. Faulkner abstained.

B. Property updates

18 Market Street, Union City (Union City Chair building) – close to finish line. Property had been subdivided but church mortgage included building, so church has been working with Northwest Bank to make that separation; finally completed. Mortgage adjustment cost church \$1,091.80. J. Bloeser suggested that ECLB reimburse church for this cost.

- Motion to reimburse the expenses incurred with the mortgage adjustment, moved by S. Morrow, seconded by B. McGrath; all in favor, none opposed.

Discussion about long-term potential uses of property and affect that may have on ECLB's 5/50 Tax Recapture.

221 Mead Avenue, Corry – purchased by CIBA for donation to ECLB. Acquisition already approved in previous ECLB meeting. Seller had an open mortgage with an individual holder; not satisfied in city records, holder has passed away. J. Bloeser and J. Hirneisen working toward clean title. Should be in ECLB inventory soon, to be a 2026 demo.

52 East Pleasant Street, Corry – CIBA is purchasing for direct donation to ECLB; property is pre-approved. Son of deceased owner wanted 34/40 W. Bond St. to build but never completed application despite ECLB staff sending several applications to him through email and physical mail, and phone conversations. Sale to actual applicant has already been approved and is likely best option for a build. Possibility owner's son will delay/decline sale.

17 South Main Street, Union City – Wall and façade have been in need of help. Dynasty Construction worked on front windows and door. May be funding available due to building being on National Register of Historic Places.

J. Bloeser discussed scope of services with engineer Ashley Porter. Sketches/diagrams and plans would cost \$7,500.00 but couldn't be started until midway through the second quarter of 2026, with work unlikely to start for at least 3-4 months; could be looking at 2027.

In hopes of better timeline and/or price, J. Bloeser will be consulting architects Dave Brennan of Bostwick Design and Jeff Holes.

2052 Water Street, Wesleyville – Open mortgage on property; owner can't sell. J. Bloeser had previously spoken to owner, good conversation; was directed per previous Board meeting to set up site visit, but owner is now not responding to attempts for contact. Wesleyville Code Enforcement Officer Kyle Julius has had same issue with owner, but is working on it.

S. Weber wondered if owner may be more amenable to discussing with a woman; S. Morrow willing to try, will discuss with K. Julius. T. Bogdanets may also be able to assist.

2508 Station Road, Wesleyville – Borough had been working with legal toward eminent domain toward donating to ECLB, but has determined that they'll be unable to proceed since eminent domain through the borough would have to be for the public good, and removing blight is not included in that definition.

Reaching out to Erie County Redevelopment Authority regarding eminent domain; ECRDA hasn't previously exercised that power toward a residential property. Concerned about potential precedent, but could also open the door for new possibility for ECLB addressing blighted properties. J. Bloeser having meetings to discuss. Corry RDA may also be able to assist with an ordinance passed by Wesleyville.

C. Employee Handbook

M. Kuhar recommended leaving wording of Searches/Inspections as-is; advised that the current phrasing gives full oversight to the organization. The Board can direct J. Bloeser regarding what extent searches can be conducted, but police would not respond to conduct a search.

J. Church recommended that in the event a search would be necessary, an impartial person should be brought in of the same gender of the employee to be searched; a minimum of two people should be present for oversight.

Discussion whether a policy should be written specifying search procedures.

M. Kuhar advised that anyone can be added to Bereavement Leave section, but to leave the time frame as up to three days. Wording has been updated to include grandparents and in-laws as previously discussed, as well as household members.

➤ Motion to approve the current draft of the Employee Handbook contingent on consultation of M. Kuhar toward a search procedure policy, moved by B. McGrath, seconded by T. Bogdanets; all in favor, none opposed.

D. CCLT Updates

J. Bloeser explained CCLT to new Board members.

Had discussed applying for Erie Community Foundation grant to cover CCLT half of salary for new shared position. After J. Bloeser consulted with ECF, it was recommended to apply as ECLB rather than CCLT. Board supports this action.

PHARE grant was to renovate 7 properties for first inventory. Only four worked out in 2025, two through the Sisters of St. Joseph, two through Our West Bayfront. One SSJ property is finished and was sold outside of CCLT, due to organization not being ready yet. Other SSJ property is complete and in need of a buyer. OWB considering community house as first CCLT property. Other property intended for this purpose turned out to have significant foundation issues, will need to be demo'ed.

PHARE grant runs out in mid-March, was already extended last year. J. Bloeser meeting to discuss next steps.

E. Board Member Orientation

To be rescheduled when more Board members and R. Jessup can be in attendance personally.

S. Morrow inquired whether OnBoard can be covered; is already in orientation. R. Jessup offered help if needed before orientation session.

F. Land Bank Documentary Screening

Emmy-winning documentary for 20th anniversary of Genesee County Land Bank in Flint, Michigan. Trailer shown at National Land Bank Network Summit; full film available on YouTube.

S. Faulkner, R. Jessup, J. Bloeser, A. Snippert have been discussing a collaborative screening between ECLB, ELB, and Erie Arts and Culture.

Seeking approval to cover some expenses such as site rental and some travel costs for individuals from Michigan wanting to attend.

- Motion to approve the ECLB co-hosting the Land Bank documentary screening, moved by S. Weber, seconded by J. Cardman; all in favor; none opposed.

Invitation list already to include all parties invited to ECLB Open House plus list from A. Snippert and S. Faulkner. Board also recommended inviting developers, Builder's Association, Greater Erie Board of Realtors, Habitat for Humanity.

T. Bogdanets expressed how significantly land bank work can help neighborhoods.

IX. Notices & Announcements

None.

X. Adjournment at 10:03 a.m.

- Motion to adjourn, moved by S. Morrow; all in favor.

Next meetings: Governance Committee February 3rd; Board Meeting February 17th.