



## ECLB Board Meeting

Erie County Land Bank  
Tuesday, April 21, 2026 at 9:00 AM to 11:00 AM EDT  
1230 Townhall Road West, Erie, PA 16509

us02web.zoom.us/j/8145808990?pwd=0a1BjbraC45A4AxnLwDF9nyKVlxzki.1&omn=84139680652

Phone: 307-205-3325

Meeting ID: 814 580 8990

Passcode: ECLB2026

### Minutes

#### I. Call to Order & Attendance at 9:01 a.m.

*Board:* Brian McGrath, Scott Harris, Susannah Faulkner, Sandra Morrow, Jeffrey Church, James Cardman, Suzanne Weber, Tim Bogdanets

*Additional:* Jeremy Bloeser, Rachel Jessup, Rock Copeland [virtual; exited at 10:00 a.m.], Jennifer Hirneisen [virtual], Megan Richter, Aaron Snippet [virtual; exited at 10:20 a.m.], Ray Lombardi [exited following 457B Presentation], Dustin Starr [virtual; exited following Audit Report], Laural Prokopchak, [virtual; exited following Audit Report], Dave Mitchell, Ron Jones, Matt Wachter [exited at 10:20 a.m.]

*Absent:* Jack Lee

#### II. Previous Meeting Minutes

- Motion to amend minutes from previous meeting re: 1850 West Gore Road—owner is in Maryvale Apartments, moved by S. Weber, seconded by B. McGrath; all in favor, none opposed.
- Motion to approve minutes from previous meeting with amendment, moved by S. Morrow, seconded by S. Harris; all in favor, none opposed.

#### III. Retirement Plan Presentation

*Presenter:* Ray Lombardi - Retirement Plan Consultant, Northwest Bank

R. Lombardi introduced self, has been working with ECLB for about a year, having replaced Denny Fortin. Administration of 457B has been moved to Empower, everything going smoothly. Reports provided; R. Lombardi offered to answer any questions and to advise as needed.

#### IV. 2025 Audit Report

*Presenters:* Dustin Starr - Principal, Maher Duessel; Laurel Prokopchak - Senior Auditor, Maher Duessel  
D. Starr reviewed audit draft, sharing screen via Zoom. Reviewed Communications Letter; no issues. Overall decrease in total assets and liabilities from 2024 to 2025; healthy net position. Some items from 2024 were reclassified for consistency; new auditing firm. Operating revenues and expenses increased from 2024 to 2025. Overall decrease in Statement of Cash Flows. No new disclosures. Budget vs Actuals are relatively consistent. No deficiencies or noncompliance found.

L. Prokopchak reviewed Management Letter: recommendations. Some items on recommendation list are already done or in progress, such as cybersecurity training.

B. McGrath requested that if audit reports are to be shared on screen, larger font is used; S. Weber concurred. Far side of the room had difficulty reading as presented. J. Bloeser to share summary with board members.

- Motion to approve 2025 Audit, moved by S. Faulkner, seconded by B. McGrath; all in favor, none opposed.

## **V. Financial Report**

M. Richter opted to keep financial review quick after the audit review. Expressed concern that auditors view her as staff rather than independent contractor who provides checks and balances. Agreement that we need some written policies as recommended in Management Letter, but acknowledgement that the ECLB has been through big changes and has been making progress over the last year, so we will get to it— taking one step at a time. J. Bloeser also addressed Management Letter item re: bidding policy—we do have a bidding policy, just in a chart rather than written out as auditors expected; board members concurred.

M. Richter will review Budget vs Actual at May board meeting; doing well and improving. Have been proactive in buying with Judicial Tax Sale properties. J. Bloeser working on acquisitions but inventory is low (have also had more sales). A goal for 2026 is to increase inventory, so may have to spend toward that; we do have the finances available for that. Doing well with 5/50 Tax Recapture.

S. Weber asked J. Bloeser if he's been meeting with communities to discuss properties of concern; yes.

S. Weber suggested that audit firm possibly send copy to someone outside of ECLB as safeguard against fraud.

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

### **A. Demolition Fund**

\$12,910.50 deposited for March 2026.

Dashboard available at [ErieCountyLandBank.org](http://ErieCountyLandBank.org) > Programs > Act 152 Demo Fund or [eriecopa.maps.arcgis.com/apps/dashboards/3977a1a65b4d4e9b83eb45ac86cc3954](http://eriecopa.maps.arcgis.com/apps/dashboards/3977a1a65b4d4e9b83eb45ac86cc3954)

First demo of 2026 to vote on this meeting; currently building fund for demo season.

## **VI. Hearing of the Public**

Matt Wachter, General Counsel for Barber Center, and Ron Jones, Vice President of Business Development with Barber Center, introduced selves; purchase application on agenda. Group homes across PA, concentrated in northwest PA. Waitlist of about 12,000 people in the state. Four group homes currently in Corry with a definite need for more.

Dave Mitchell spoke in support of Barber Center obtaining this and other properties for group homes. Would fit redevelopment of the area; already working in the community with homes and day program.

J. Church and S. Weber also spoke in support of the Center's work.

## **VII. Erie Land Bank**

Two requests this month encompassing this and last month; audit has been taking up finance department's time.

- Motion to approve disbursement to Erie Land Bank for WP26 in the amount of \$72,209.90 (WP25 \$26,842.63 and WP26 \$45,367.27), moved by J. Cardman, seconded by T. Bogdanets; all in favor, none opposed.

## **VIII. Solicitor Updates**

Judicial Tax Sale purchases were approved yesterday. Deeds are being prepped and should be recorded end of this week or early next week.

Condemnation process of 2508 Station Road, Wesleyville, moving along. Blighted Property Review Committee certified as blighted. Appraisal being completed. Moving slowly but condemnation is progressing.

## **IX. Unfinished & New Business**

### **A. Properties**

#### **1. 216 Northwest Street, Corry - CIBA donation**

Some work was being done c. 2017 but has been left sitting. CNI contractor toured building, says it's a demo, falling apart inside.

Larger lot, should attract a new build.

- Motion to accept the donation of 216 Northwest Street, Corry, from the Corry Industrial Benefit Association, moved by S. Faulkner, seconded by S. Morrow; all in favor, none opposed.

#### **2. 2052 Water Street, Wesleyville**

Payoff amount \$27,850.24.

Owner living in mobile home, wants to maintain credit toward a house so is paying mortgage; this house is falling apart.

J. Bloeser met with owner and Wesleyville officials, outlined costs of mortgage, liens, legal fees, and demo; estimated around \$53,000.00 though expectation is ECLB can get many of these reduced or forgiven after acquisition. Requested \$7,850.00 from owner. Agreement signed. J. Bloeser hoping to close before school taxes are assessed.

Buildable lot, maybe even two homes; L-shaped, garage access on cross street.

Habitat for Humanity is interested.

Dense block, other houses in good condition.

- Motion to approve purchase of 2052 Water Street, Wesleyville up to \$30,000.00, moved by S. Morrow, seconded by T. Bogdanets; all in favor, none opposed.

#### **3. 89 North Street, Union City**

J. Bloeser has been working with daughter of owner; power of attorney. Owner would not leave house despite condition. Some historical significance but house is too far gone to save; holes in roof have been allowing water through the structure for some time. Would likely be \$350-500,000.00 to renovate, though Union City wants it saved.

Payoff amount \$28,649.41 through First National Bank. J. Bloeser has tried to speak with the bank, but can't get far without owner. Daughter has said that if ECLB doesn't acquire property, family will simply stop paying mortgage and allow foreclosure, which could take quite a while. No other liens on property except this past month mortgage unpaid.

Lot is huge, could be subdivided for two homes; would serve community better than current house. J. Cardman inquired about demo cost; J. Bloeser estimated around \$20,000.00. Not much concern about school tax timing on this property.

- Motion to approve purchase of 89 North Street, Union City up to \$30,000.00, moved by T. Bogdanets, seconded by S. Morrow; all in favor, none opposed.

#### **4. 318 Worth Street, Corry application**

Application passed over by board last month for this property as a Side Lot; wanted a new build. Barber Center looking at about a \$600,000.00 build.

- Motion to approve application from the Dr. Gertrude A. Barber Center, Inc. to purchase 318 Worth Street, Corry, for \$5,000.00, moved by J. Cardman, seconded by S. Faulkner; all in favor, none opposed.

#### **5. 22 Lincoln Street, Union City application**

Neighbor initially wanted to put a garage on lot; now wants to plant some fruit trees. Cindy Wells initially thought inquiry was for 26 Grant Street, which is buildable lot; is fine with this lot being sold as a Side Lot. Wants to present to Union City Council for approval. J. Bloeser noted that ECLB does not need Council approval, but agreed to seek board approval contingent on Council approval.

J. Cardman would like to make approval also contingent on lot being incorporated with owner's current lot.

- Motion to approve application from John Barber to purchase 22 Lincoln Street, Union City, as a Side Lot for \$1,000.00, contingent on incorporation with current property upon purchase, and on Union City Council's approval, moved by J. Church, seconded by B. McGrath; all in favor, none opposed.

#### **B. 221 Mead Avenue, Corry Demolition Award**

Bid packet sent out to around thirty contractors, only received two bids. Have worked with both contractors, both are good.

- Motion to award demolition of 221 Mead Avenue, Corry, to Eric Jones for \$14,900.00, moved by S. Morrow, seconded by T. Bogdanets; all in favor, none opposed.

#### **C. Personnel Committee Items**

Job descriptions previously had no set template; now do.

##### **1. Job Description: Executive Office Manager**

Reflective of change in R. Jessup's job duties following promotion this past summer.

##### **2. Job Description: Summer Intern**

Corey Morrison is a Sophomore, interested in expanding resume and seeing what the ECLB does.

S. Weber noted that verbiage about college education as a qualification to be adjusted.

- Motion to approve hire of Corey Morrison for Summer Intern position, moved by S. Morrow, seconded by J. Cardman; all in favor, none opposed.

### **X. Notices & Announcements**

#### **A. Statement of Financial Interest forms**

**\*\* DUE MAY 1ST. \*\*** ~ *That's a week and a half from today!* ~

**Still need:** Tim, Susannah, Scott

Can be filed online (**please provide a hard copy to the ECLB office**) at [www.pa.gov/services/ethic/file-a-statement-of-financial-interests.html](http://www.pa.gov/services/ethic/file-a-statement-of-financial-interests.html), or on paper.

#### **B. 2026 Conferences**

Please let us know if you want to attend any of these conferences.

- **Pennsylvania Association of Housing and Redevelopment Authorities 2025 Spring Conference & Showcase:** June 7-10, Hershey, PA
  - [pahra.org/events/](http://pahra.org/events/) - Registration is open; hotel group rate ends May 8th.
  - *Currently attending:* Jeremy (presenting).

- **Reclaiming Vacant Properties Conference:** Sept. 22-25, Pittsburgh, PA
  - [communityprogress.org/rvp26/](http://communityprogress.org/rvp26/) - Early bird ends July 17th.
  - *Currently attending:* Jeremy, Rachel, Susannah, Sue, Jack.
- **Homes Within Reach Conference** not yet announced but will likely be Dec. 2-4, Hershey, PA.

#### **XI. Adjournment**

➤ Motion to adjourn at 10:28 a.m., moved by S. Morrow, seconded by T. Bogdanets; all in favor.

**Next meetings: Governance Committee May 5th; Board Meeting May 19th.**