

**ERIE COUNTY LAND BANK BOARD MEETING**

**November 28, 2018 – 9:00 to 11:00 AM**

Edinboro Borough Building

124 Meadville Street

Edinboro, PA 16412

**Meeting Minutes**

**Roll Call**

<u>  x  </u>	James Cardman	<u>  x  </u>	James Domino	<u>  x  </u>	Jennifer Hirneisen
<u>  x  </u>	Jack Lee	<u>  x  </u>	Brian McGrath	<u>      </u>	Dave Mitchell
<u>      </u>	Christine Rush	<u>      </u>	Dotty Schloss	<u>  x  </u>	Bernard Slomski

**Review and Approval of Minutes from October 31, 2018**

<u>      </u>	Jack Lee	Motioned	<u>      </u>	Bernie Slomski	Seconded	<u>      </u>	All	<u>      </u>	Approved
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**I. ECDPCD Director Report**

- a. Staffing
  - i. Amy Murdock reported that the department’s requested positions and budget were approved by Erie County Council, and the posting for the land bank coordinator position should be up soon.
- b. Budget
- c. Community Surveys
  - i. Amy Murdock reported that that several municipalities have scheduled Community Surveys including North East Borough, McKean Township, Greene Township, and others have shown interest.
- d. School District Outreach
  - i. Amy Murdock reported that she will be presenting at the Northwest IU5 to all of the Superintendents in Erie County on December 14<sup>th</sup>.
- e. Insurance
- f. Banking Services
  - i. Amy Murdock reported that she is working on getting quotes for insurance and banking services.

**II. Financial Report**

- a. Amy Murdock reported the following
  - i. Gaming Funds Balance - \$1,000,000
  - ii. Demolition Fund Balance - \$124,302.75
  - iii. Expenses - \$13,794.80

**III. Old Business**

- a. Cooperation Agreement with the Erie Land Bank
  - i. Amy Murdock reported that the Erie Land Bank approved the Cooperation Agreement at their meeting earlier in the month.
- b. Pilot Program Final Guidance Document

- i. Amy Murdock reported that the final document was approved by the Governance Committee and sent out to municipalities.
- c. Logo
  - i. Since many of the members were not physically present due to weather, the logo options will be sent to the members in advance of the next meeting for a vote.

**IV. Erie Land Bank Report**

- a. Scott Henry representing the Erie Land Bank reported that many of the properties indicated in the work plan of the cooperation agreement have been undergoing appraisals and title searches. Scott will continue to report on progress and anticipates submitting a disbursement request at the December meeting for approval.

**V. Hearing of the Public**

Kevin Opple, Borough Manager for Edinboro Borough, requested that the Land Bank consider setting aside funding for rehabilitation work. Kevin stated that some of the challenges within the Borough will be the need to rehab properties, not just demolish them.

Fred Langill, Councilman for Edinboro Borough, recommended that the land bank consider creative options such as green space, creating a public image for positive investment. Mr. Langill asked whether people can donate to the land bank.

Mr. Cardman stated that property can be donated to the land bank. Mr. McGrath stated that the land bank must stay within its legal authorities. Atty. Alberstadt reiterated that the land bank is intended to address vacant, abandoned, and tax delinquent properties.

Pat Davis, Councilwoman for Edinboro Borough stated that she is new to the concept and asked for an overall explanation of the land bank. Mr. Cardman provided a brief history of the land bank.

**VI. New Business**

- a. none

**VII. Other Business**

- a. 2019 Terms and Elections – Ms. Murdock stated that elections will be held in the first meeting of the calendar year, and board members who might be interested in an officer position should contact her or Chris Rush, Secretary of the board.

**VIII. Adjournment**

Bernie Slomski	Motioned	Jennifer Hirneisen	Seconded	All	Approved
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**Next Scheduled Meeting:**  
 December 19, 2018  
 Millcreek Township Municipal Building  
 3608 West 26<sup>th</sup> Street  
 Erie, PA 16506