

**Land bank Board Meeting Minutes
Courthouse Annex Conference room
01/14/2016**

Meeting was called to order by: Julie Thompson at 1:40 PM

In attendance:

- Vince Witherup-Commissioner
- Bonnie Summers
- Diona Brick-Fiscal
- Julie Thompson-Tax Claim
- Robert Walter-Assessment
- Barb Cisek McGarvey-Residential Representative
- Paul Calderone-Residential Representative
- Jason Ruggiero-Planning
- Emily Donaldson-Planning
- Nancy Marano-Emlenton Borough
- Albert Abramovic-Commissioner
- Sarah McGuinness-Planning
- Mary Swisher-Assessment

Motion was done by Barb Cisek McGarvey to accept last month's meeting minutes 2nd by Nancy Marano, all in favor.

Old Business:

Update on deed transfer from the property on State and 3rd Street Oil City:

Contact was made with Fred Harris regarding the fees and stipulations on purchasing this property. Fred stated that he is still interested. He will make a payment of \$75.00 in January and pay the closing fees in February. If we do not receive the payment by the end of January, Julie will contact him again.

Discuss the Polk property:

Diona stated that the County Solicitor is working on revising a lease for the property, which will go into effect February 1st. Profits from the rent collection will be available to the Land Bank. We discussed how money will be given to the Land Bank, quarterly, semi-annually or yearly or as needed by the Land Bank for a project. This will be discussed further at the meeting in February.

New Business:

Membership

It was voted to accept Bonnie Summer's request to stay on as a board member. Diona Brick made a motion to accept, 2nd by Barb Cisek McGarvey.; all in favor. This will go to the Commissioner's meeting in February for approval.

A motion was made to elect new officers at the next meeting. Nancy made the motion, second by Barb Cisek McGarvey, all in favor.

Insurance

Diona checked with our insurance company and the Land Bank would not be covered if we buy structures. We will need our own insurance at that time.

Rental Property Building Codes

Emlenton Boro is having Attorney Susan Smith come speak to their counsel about their rental property building code. They have invited the Land Bank to attend the meeting. Nancy Marano will email us the time and date.

Nancy Marano made a motion to adjourn the meeting at 2:30 PM seconded by Barb Cisek McGarvey, all in favor. The next meeting will be February 11, 2016 at 1:30 PM in room 103.

Submitted by:

Mary Swisher