

**Land Bank Board Meeting Minutes  
Courthouse Annex Conference room  
11/12/2020**

Meeting was called to order by: Bonnie Summers at 1:06 PM

**In attendance:**

- Vince Witherup-Board Member
- Albert Abramovic-Commissioner
- Samuel Breene-Commissioner
- Mike Dulaney-Commissioner-via phone
- Bonnie Summers-Chair
- Diona Brick-Fiscal
- Julie Thompson-Tax Claim
- Robert Walter-Assessment
- Barb Cisek McGarvey-Residential Representative-via phone
- Paul Calderone-Residential Representative
- Nancy Marano-Emlenton Borough-via phone
- Mary Swisher-Assessment
- William Moon Jr-City of Oil City
- Sheila Boughner-City of Franklin-via phone
- Barrie Brancato-Cranberry Township
- Warren Thomas-Residential Representative
- Josh Sterling
- Kit Woods-Via phone
- Jason Ruggiero-Via phone
- Matt Gilara – Assessment Office
- Yvonne Green – Oil City Code Enforcement

Motion was made by Diona Brick to accept last month's 10/8/2020 meeting minutes, 2<sup>nd</sup> by William; all in favor.

**Introduction of any guests:** Matt Gilara from Assessment for use of Parcel Viewer for us.

**Treasurer's report: Given by Diona Brick**

Fund 2770 (which is the Register and Recording fees monies) currently has a \$62,897.05 balance that must be used for demolition. The amount added last month was the highest amount since we started collecting the fee. Diona also stated there is still \$43,300.00 from the old Phare grant still to spend.

**Public Comment:** None at this time

**Old Business:**

Update on bids for the demolition of the following properties:

BOWSER, CHRISTINA J	09,003.-009..-000	0.14 ACRES, IMP, 711 CHESTNUT ST
HINDMAN, CLAYTON J	09,003.-051..-000	0.14 ACRES, IMP, 504 HILL ST

Emlenton has not put them out for bid yet. They are asking Planning for help since the money is coming from the County. Jason will help them to see whether they need quotes or formal bids.

RUPERT, GEORGE C	10,103.-037..-000	0.05 ACRES, IMP, 420 FOURTH ST
------------------	-------------------	--------------------------------

The City is working on getting the information necessary to get quotes. They will submit it to Diona for review.

**3 OIL CITY PROPERTIES**

The City is adding four more properties and is advertising in November with bid openings in December. The Land Bank is only paying for three.

BECHTEL, CHRISTOPHER	08,042.-044..-000	0.46 ACRES, IMP, 1147 E. SECOND ST
----------------------	-------------------	------------------------------------

The Township is looking at demo in January with CDBG monies.

**Phare Grant:**

The Planning office is still doing income verification and inspections for the properties below. After the income verification is done, the inspector will address the issues that the homeowner asked to be repaired and then make a separate list of additional repairs that may be needed. The information will be given to the Commissioners and then to the Land Bank.

Armstrong – Jackson Township  
Behrmann – Oil City  
Beikert – Emlenton Boro  
Brewer – Emlenton Boro  
Head/Sutton – Emlenton Boro

Shanks- 1145 E 2<sup>nd</sup> Street Oil City – Turned in application after the last meeting. We are going to add this property to the above list.

**New Business**

Yvonne Green presented pictures, details and quotes for the demolition of two properties in Oil City. She was asked to get more quotes.

**509 W. Front Street**– just blocks from the marina and bike/walking path. This is still owned by a private individual. A raze or repair order has been served on the owner, who does not live there. The one quote came in at \$15,000.00.

**390 Colbert Avenue**-On the corridor into Siverly, on the Repository list and vacant for 10 years. A raze or repair order has been served on the owner, who does not live there. She has one quote so far for \$8,000.00.

Barrie Brancato submitted a letter to the Board to continue her membership on the Board. Julie read her letter. Vince made the motion to accept her reinstatement to the Board, 2<sup>nd</sup> by William; all in favor. We will submit it to the Commissioners for approval.

Julie was asked to make a list of the Boards' attendance for the last year. At the next meeting we would like to discuss considering adding a clause to our by-laws, that if you miss "x" amounts of meeting you can be replaced.

Sheila gave an update on four properties in Franklin. There are three on Erie Street and one burnt one on Eagle Street that are ready to go out for bids.

Vince asked Sheila to reach out to the owners of a home at 1416 Liberty Street, to ask what their intentions were with the property.

**NEXT MEETING:**

December 10, 2020 at 1:00 PM in Conference Room 100

Meeting adjourned by: William, 2<sup>nd</sup> by Chip; all in favor at 1:45

Submitted by:

Julie Thompson