

MINUTES
WARREN COUNTY LANDBANK AUTHORITY
Warren County Courthouse
Commissioners' Conference Room
Tuesday, April 18, 2023
8:30 A.M.

The meeting of the Warren County Landbank was called to order by Chair Phil Gilbert, at 8:43 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Charles Barone, Phil Gilbert, Robert Hart, Jeff Labesky, Joe Whipp, Mike Boyd

Members Absent: None

Staff Present: Pamela Matve, Executive Director of the Warren County Landbank; Dan Glotz; Laurie Burdick; Commissioner Jeff Eggleston

Guests Present: Randy Rossey

APPROVAL OF MINUTES

The Minutes of March 21, 2023 were unanimously approved by motion of Mike Boyd and a second by Charles Barone. A vote was taken and all were in favor; motion carried.

FINANCE REPORT

Pamela Matve presented a finance report to the Authority, showing a balance of \$12,361.30, less \$1,300 that was just paid out yesterday for liability insurance. Robert Hart made a motion, with a second by Jeff Labesky, to approve the finance report. A vote was taken and all were in favor; motion carried.

OLD BUSINESS

1. (#83) – 63 Second Mill St., Sheffield Township, Parcel #SH-354-925800 – Fairhill North 2 – declared blighted by BPRC on 10/20/22

Pamela Matve stated that Solicitor Andrea Stapleford reviewed this property. Unfortunately, they will need to wait until the tax sale to see if it sells. Phil Gilbert reported that the 2021 taxes are due. This won't go to Judicial Sale until 2024. Charles Barone made a motion, with a second by Robert Hart, to table this item until January 2024. A vote was taken and all were in favor; motion carried.

2. (#72) – 146 Saybrook Rd., Sheffield Township, Parcel #SH-327-718400 – Anzietta C. DiPierro – declared blighted by BPRC on 10-21-21

Pamela Matve stated that she received a phone call yesterday from Mr. DiPierro that new pillars were put on the porch, the foundation was fixed, the siding is no longer hanging, and the upstairs window is now closed. Jeff Labesky presented photographs on his cellular phone that he had taken

this morning. No one is living in the structure. Mr. Labesky is still concerned about the holes in the siding. Pam Matve will talk to Mr. DiPierro about the holes. The structural integrity of the building was also of concern. Robert Hart made a motion, with a second by Mike Boyd, to table this item. A vote was taken and all were in favor; motion carried.

NEW BUSINESS

1. Review Land Bank forms to be used.

Forms were reviewed. Phil Gilbert referred to the *Land Bank Property Purchase Application for Properties with Structures*, page 3, where the language reads: "The minimum price to purchase a single non-adjacent lot is \$500.00." He stated that he has properties on the Repository List that start at \$250. The same language appears on Page 2 of the *Warren County Land Bank Authority Vacant Land Purchase Application*. Page 2 of the *Side Yard Program Application* indicates "The minimum price to purchase a single side lot adjacent property is \$150." Mike Boyd made a motion, with a second by Charles Barone, to amend the documents to \$250 to line up with the repository amount and to adopt these documents with those changes of the \$250 repository minimum amount. A vote was taken and all were in favor; motion carried.

2. Review Judicial Sale Property

A. 172 Keystone Ave., Sheffield

B. 27 High St., Clarendon

These two properties had been on the Judicial Sale list but 27 High Street is no longer on the list. 172 Keystone Avenue goes to Judicial Sale in May, and, if not sold, will move to Repository. Jeff Eggleston recommended that they have a checklist in order to review the tax sale properties.

ADJOURNMENT

Charles Barone made a motion, with a second by Robert Hart, to adjourn at 9:21 a.m. A vote was taken and all were in favor; motion carried.

NEXT MEETING

Tuesday, May 16, 2023 at 8:30 a.m. in the Commissioners' Conference Room.

Respectfully submitted,



Laurie A. Burdick
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