



Land Bank Board Meeting
July 22, 2019, 4:30 p.m.
Council Meeting Room

1. Public Comment
2. Roll Call
3. Approval of Minutes of the April 22 2019 meeting
4. Approval of minutes of the June 24, 2019 meeting
5. Bills and Communications
6. Report of the Executive Director or other appropriate staff
7. Unfinished Business

- a. Insurance

Documents:

[Land Bank - Quotes for Liability Insurance.pdf](#)

- b. Blighted Property List
 - c. Sheriff, Upset & Judicial Sales
 - d. Record Retention Policy
8. New Business
 - a. Election of Officers
 - b. Right to Know Policy

Documents:

[Resolution No. 1-2019.pdf](#)

9. Adjournment

BOROUGH OF POTTSTOWN
EMPLOYERS PER REPORTING OF BERKHEIMER 01-01-2017

LAND BANK LIABILITY INSURANCE

<u>COMPANY NAME</u>	<u>ADDRESS</u>	<u>CITY, STATE & ZIP</u>	<u>PREMIUM</u>	<u>COVERAGE</u>
PIRMA/H.A. Thomson	961 Pottstown Pike	Chester Springs, PA 19425	\$2,565	\$10,000,000
Westchester/Evans Hauseman	343 East High Street	Pottstown, PA 19464	\$1,983	\$1,000,000
P & G Brokers	9020 Stoney Point Pkwy	Richmond, VA 23235	\$1,500	\$1,000,000

RESOLUTION NO. 1-2019

**A RESOLUTION OF THE POTTSTOWN BOROUGH
LAND BANK DECLARING ITS INTENT TO FOLLOW THE
OPEN RECORDS ACCESS POLICY OF POTTSTOWN
BOROUGH APPROVED ON DECEMBER 29, 2008, AND
TO DESIGNATE AN OPEN RECORDS OFFICER.**

WHEREAS, the Pottstown Borough Land Bank (hereinafter the “Land Bank”) is committed to transparency and public access to information and documents regarding the Land Bank;

WHEREAS, the Land Bank is subject to the Right to Know Law, Act 3 of 2008, codified at 65 P.S. §§ 67.101–67.3104 (“RTKL”), as provided in the Pennsylvania Land Bank Law, 68 Pa.C.S. § 2113(b)(2);

WHEREAS, by Resolution dated December 29, 2008, the Pottstown Borough Council adopted the Open Records Access Policy of Pottstown Borough to govern requests made for access to open/public records of the Borough;

WHEREAS, the Land Bank desires to provide access to open/public records of the Land Bank according to statutory requirements and to enact a resolution to comply with the provisions of the RTKL as governed by the Open Records Access Policy of Pottstown Borough (“Open Records Access Policy”), a copy of which is attached hereto.

NOW, THEREFORE, BE IT ENACTED AND RESOLVED by the Land Bank, and it is hereby enacted and resolved by the authority of same as follows:

SECTION 1. The Land Bank intends to follow the policy for access to open/public records as set forth in the Open Records Access Policy.

SECTION 2. The provisions of the Open Records Access Policy are adopted by resolution and are hereby incorporated by reference in this Resolution as though more fully set forth at length.

SECTION 3. Subject to approval from Borough Council, the Land Bank hereby designates Virginia Takach, the Borough Secretary, to act as the Land Bank's Open Records Officer.

ENACTED and **RESOLVED** this 22nd day of July, 2019.

POTTSTOWN BOROUGH LAND BANK

BY:

President

ATTEST:

Secretary

