



Pottstown Borough Land Bank
Board Meeting Agenda
November 25, 2019 4:30 pm
Pottstown Borough Hall
Council Meeting Room

1. Roll Call
2. Public Comment
3. Approval of Minutes - October 28, 2019

Documents:

[2019-10-28.pdf](#)

4. Bills and Communications
5. Report of the Executive Director or other appropriate staff
6. Unfinished Business
 - a. Update on Blighted Property List and coordinating with Blighted Property Review Committee
 - b. Update on Sheriff, Upset & Judicial Sales
7. New Business
8. Adjournment

Meeting of the Pottstown Borough Land Bank Board of Directors

October 28, 2019
Pottstown Borough Hall
100 E. High St.
Pottstown, PA 19464

Meeting Minutes

Members Present:

- Deborah Penrod (Chair)
- Cheryl Chiarello (Vice-Chair)
- Twila Fisher (Treasurer)
- Michael Mauger (Secretary)

Members Absent:

- Carol Kulp

Others Present:

- Winnie Brandon, Land Bank Administrator
- Justin Keller, Borough Manager
- Peggy Lee-Clark, Executive Director of PAID

Meeting called to order at 4:35 by Chair Penrod

- 1.) Public Comment – none.
- 2.) Discussion of Minutes from September meeting – Secretary Mauger will adjust format of minutes to better reflect the outcome of discussions and resolutions of the meetings. Following discussion, Treasurer Fisher moves to approve the minutes of the September meeting. Vice Chair Chiarello seconds. Motion passes unanimously.
- 3.) Report of Borough Manager – Manager Keller reports that he will have updated bills/expenses from Wolf Baldwin at next meeting.
- 4.) Report of Executive Director or other appropriate staff – Winnie Branton updates Board on process for applying for PHARE Grant. In order to move ahead with grant applications, Board needs to decide how many properties they aim to acquire and dispose of in 2020. After discussion as to the Board's target, and what is realistic and manageable, the Board decides on five properties.

5.) New Business:

Following discussion on the process moving forward, Chair Penrod asks for a motion to authorize Winnie Branton to apply for the PHARE Grant for the purposes of providing the PBLB with the necessary funds to acquire five properties throughout 2020 and 2021. Treasurer Fisher moves; Vice Chair Chiarello seconds. Motion passes unanimously.

Board continues discussion on coordinating, gathering, and streamlining information as to identifying potential properties for future acquisitions. Secretary Mauger creates folder for collecting lists of properties at Sheriff/Upset/Tax/Judicial sales.

Branton advises Board of Blight to Bright event in Norristown on December 5, and of current legislative efforts to add new protections for municipalities through tax sale processes.

Upon realization that no quorum would be present at the scheduled December 23rd Board Meeting, Board decides to cancel meeting.

At 5:21 PM, Treasurer Fisher moves to adjourn. Secretary Mauger seconds, and with unanimous approval of the Board., meeting adjourns.