POTTSTOWN BOROUGH LAND BANK BOARD MEETING
July 22, 2019
4:30pm
Council Meeting Room

1. Call to Order
Chairman Penrod called the meeting to order at 4:35 pm.

2. Roll call
Members Present: Debra Penrod, Cheryl Chiarello, Michael Mauger
Members Absent: Twila Fischer, Carol Kulp
Others Present: Justin Keller (Borough Manager), Winnie Branton (consultant to the Land Bank), Peggy Lee Clark (PAID), Craig Way (Mosaic Land Trust)

3. Public Comment
None

4. Approval of Minutes
Approval of minutes for April and June meetings were tabled until the next meeting.

5. Bills and Communications
None

6. Report of the Executive Director or other appropriate staff
Ms. Branton shared information on a possible process for acquisition and disposition of properties by the Land Bank. Sources for possible property acquisition include: municipal transfers, judicial sale list, donations and the blighted property list.

7. Unfinished Business
a. Insurance – P&G Brokers quotation was the lowest of the three quotes received. P&G provides this type of insurance to several other PA land banks.

   Motion made to submit the application to P&G Brokers for liability insurance to cover Land Bank board members. Motion passed unanimously.

b. Blighted Property List – Ms. Chiarello reported that Borough Solicitor Chuck Garner is updating the List, and that she will provide a copy of the updated list to the Board when it’s available.

c. Sheriff, Upset & Judicial Sales – No report.

d. Record Retention Policy – Tabled until next meeting.

8. New Business
   a. Election of Officers – Tabled until next meeting.
b. Right to Know Policy – Tabled until next meeting.

9. Adjournment

   Meeting adjourned at _____ p.m.