

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.