

## MEETING MINUTES

### 1. ROLL CALL AND CALL TO ORDER

The regular meeting of the Lower South Valley Land Bank was called to order at 9:15am on October 8<sup>th</sup>, 2025 by Chair Donna Wall.

<u>Members Present:</u>	<u>Members Absent:</u>
Newport Township - Joe Hillan	Hanover Area SD - Rick Oravic
Nanticoke City – Donna Wall	<u>Members Excused:</u>
Hanover Township – Sam Guesto	Wilkes-Barre City – Dave Wilson
Ashley Borough - Frank Sorokach	
Citizen Member – Ronald Jones	
Municipality of Kingston - Sondra Riviello	

### Others Present:

Slusser Law Firm – Attorney Chris Slusser  
Hailstone Economic – Ted Ritsick, Sara Hailstone

### 2. PUBLIC COMMENT

Jamie Smith, Wilkes-Barre City commented verbally regarding the steps for disposition of 64 W Ross St.

### 3. APPROVAL OF 09.10.25 MEETING MINUTES

**Motion:** Mr. Guesto – 2<sup>nd</sup>: Mr. Sorokach  
**Motion passed unanimously.**

### 4. FINANCE REPORT

A. Review and approve finance report: Mr. Ritsick discussed changes to the finance report that show for individual municipalities and an ARPA recapture line item. Mr. Ritsick reported that the recapture portion shows the sale of ARPA properties to accurately reflect ARPA spending. Per Booth Management, the Land Bank will be allowed to use recapture dollars to support the Land Bank's mission as it relates to blight remediation and supporting housing. Mr. Guesto requested information on drawdowns and deadlines. ARPA funds need to be used by June of 2026. Mr. Ritsick reported that there will be no additional bidding opportunities and the repository sale remaining.

**Motion to Approve:** Mr. Guesto – 2<sup>nd</sup>: Ms. Riviello  
**Motion passed unanimously.**

- B. Review and approve the following invoice(s):
  - 1. Hailstone Economic for Consulting
    - Invoice 1676 for \$5363.00
  - 2. Slusser Law Firm for Legal Services
    - Invoice 42591-42595 for \$2043.58
  - 3. Wyoming Valley Sanitary Authority 4th Quarter for \$498.44

**Motion to Approve:** Mr. Hillan – 2<sup>nd</sup>: Mr. Sorokach

**Motion passed unanimously.**

## 5. STAFF REPORT

### A. Solicitor's Report:

- a. Attorney Slusser reported on a 9/10 executive session for litigation regarding property purchases and litigation.

### B. Administrator's Report

- a. Property Status Spreadsheet
  - i. Mr. Ritsick reported that the sales agreements have been reviewed for Hanover and sent for Newport and Wilkes-Barre. Mr. Guesto requested a status update for 775 Hazle which is pending a deed from Elite Revenue.
- b. Upset Sale Update
  - i. Mr. Ritsick reported he was outbid on every property available at the sale.
- c. PHARE Update
  - i. Mr. Ritsick reported that Volunteers of America is reviewing the subgrantee agreement. A media event will be forthcoming. The homebuyer program is awaiting legal review.

## 6. UNFINISHED BUSINESS

## 7. NEW BUSINESS

- A. Executive session regarding property disposition and pending litigation.
- B. Discussion and motions regarding use of remaining ARPA funds and repository purchases - Land bank members discussed remaining ARPA dollars and drawdowns by mid 2026 through expenditures on properties and a maintenance fee.  
**No action was taken on this item.**
- C. Discussion and motions on conflict council for Nanticoke Municipal Authority Agreement - Attorney Slusser outlined conflict council provisions and discussed a possible waiver. Mr. Ritsick also recommended applicants come to next meeting with ideas for Statewide LSA applications.

**Motion to approve a waiver for Slusser Law Firm on Nanticoke Municipal**

**Authority Agreement:** Mr. Guesto 2<sup>nd</sup>: Mr. Hillan

Motion passes unanimously.

**D. Discussion and motions on disposition of 97-101 Newport Street, Newport Township**

**Motion to approve sale to applicant for \$6,000:** Mr. Guesto **2<sup>nd</sup>:** Mr. Jones  
Motion passes unanimously.

**8. ADJOURNMENT**

**Motion:** Mr. Guesto – **2<sup>nd</sup>:** Mr. Hillan  
**Motion passed unanimously.** Meeting adjourned at 09:58am.