

**MEETING MINUTES**

**1. ROLL CALL AND CALL TO ORDER**

The regular meeting of the Lower South Valley Land Bank was called to order at 10:20am on March 11<sup>th</sup>, 2026 by Chair Donna Wall.

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

**Others Present:**

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

**2. PUBLIC COMMENT**

Michael Garrigan, Ashley Borough - Inquired about acquiring the Ashley property at 56 North Main.

**3. RATIFICATION OF ACTIONS TAKEN AT FEB 11TH, 2026 MEETING**

**Motion:** Mr. Hillan – 2<sup>nd</sup>: Mr. Ostrowski

**Motion passed unanimously.**

**4. APPROVAL OF 02.11.26 MEETING MINUTES**

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

**Motion passed unanimously.**

**5. FINANCE REPORT**

A. Mr. Ritsick stated the finance report reflects recent bills.

B. Review and approve the following invoice(s):

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  - Hailstone Economic for Consulting
    1. Invoice 1787 for \$2965.75
  - Slusser Law Firm for Legal Services
    1. Invoice 44456-44465 for \$6409.21

- Robert Innamorati (Appraisal) for \$250.00
- Frank Crossin (Board Insurance) for \$2,000

**Motion to Approve:** Mr. Guesto – **2<sup>nd</sup>:** Mr. Wilson

**Motion passed unanimously.**

**6. STAFF REPORT**

**A. Solicitor’s Report:**

- a. N/A

**B. Administrator’s Report**

- a. Property Status Spreadsheet
  - i. Mr. Ritsick reported on the completion of multiple property sales. All IRS liens have been satisfied. Work will begin on executing sales agreements for properties that have been agreed to purchase.
- b. PHARE Update
  - i. Mr. Ritsick reported on the homebuyer program, applicants are applying but not including sales agreement for purchases. The slow real estate market is contributing to limited overall sales, and more applicants are expected with the summer. An applicant withdrew following attempting to close with an LLC.
- c. Grant Update
  - i. The Statewide LSA was submitted. A review in Fall of 2026 is expected. Homebuyer program can run until funds are expended. Mr. Ritsick discussed Luzerne’s joining of the LSV Land Bank, and the applicability of existing PHARE funds. Members present did not have an issue, but wanted to discuss when more members were present.

**7. UNFINISHED BUSINESS**

**8. NEW BUSINESS**

**A. Executive Session Regarding Property Disposition and Acquisition**

**B. Discussion and Motions on Newport Township Property Acquisition**

N/A

**C. Discussion and Motions on Hanover Township Property Dispositions**

N/A

**D. Discussion and Motions on Wilkes-Barre Property Dispositions**

Motion to approve Resolution 2026-02

**Motion:** Mr. Sorokach - **2<sup>nd</sup>:** Mr. Ostrowski

Motion passes unanimously.

**E. Discussion and Motions on New Members**

Mr. Ritsick provided a sample resolution to the board and intent to join for WVV and Luzerne Borough.

**F. Discussion and Motions on ARPA Drawdown**

Board members discussed the need to drawdown ARPA funds by the June 30th deadline. Approximately \$96,000 in funds need to be utilized.

**G. Discussion and Motions on PHARE Homebuyer Guidelines**

Motion to update guidelines as presented and reduce ceiling to 180% AMI.

Mr. Hillan **2nd:** Mr. Guesto

Motion passes unanimously.

**9. ADJOURNMENT**

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

**Motion passed unanimously. Meeting adjourned at 11:25am**