

## MEETING MINUTES

### 1. ROLL CALL AND CALL TO ORDER

The regular meeting of the Lower South Valley Land Bank was called to order at 9:05am on November 12<sup>th</sup>, 2025 by Chair Donna Wall.

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

### **Others Present:**

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

### 2. PUBLIC COMMENT

N/A

### 3. APPROVAL OF 10.08.25 MEETING MINUTES

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

**Motion passed unanimously.**

### 4. FINANCE REPORT

A. Review and approve finance report: Mr. Ritsick reported that recapture funds should increase with recent payments.

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

**Motion passed unanimously.**

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

1. Hailstone Economic for Consulting
  - Invoice 1702 for \$4290.60
2. Slusser Law Firm for Legal Services
  - Invoice 42839-42846 for \$2852.24
3. Kambra Kehler for Upset Sale Title Searches for \$2480
4. Nanticoke City Brdaric Excavating for \$42,000

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

**Motion passed unanimously.**

**5. STAFF REPORT**

**A. Solicitor's Report:**

- a. Attorney Slusser reported on a 10/08 executive session for litigation regarding property purchases and litigation.

**B. Administrator's Report**

- a. Property Status Spreadsheet
  - i. Mr. Ritsick reported that multiple Newport Township properties are being scheduled for closing, W-B properties and HT properties are awaiting closing dates. Mr. Ritsick will be attending the zoning hearing for 3 Loxley.
- b. PHARE Update
  - i. Mr. Ritsick asked the LSVLB members about attendance at the VOA event on December 11th. LSVLB members will be doing a check presentation. Mr. Ritsick encouraged the LSVLB municipalities share the homebuyer program online.

**6. UNFINISHED BUSINESS**

**7. NEW BUSINESS**

**A. Executive session regarding property disposition and pending litigation.**

**B. Discussion and motions on Nanticoke Municipal Authority Agreement - An agreement will be developed for the next NMA meeting.**

**C. Discussion and motions regarding repository purchases**

- i. Motion to adopt Resolution 2025-06

**Motion:** Mr. Guesto - **2<sup>nd</sup>:** Ms. Wall

Motion passes unanimously.

**D. Discussion and motion on approval of zoning and building permit applications for pending properties**

- i. Motion to adopt Resolution 2025-07

**Motion:** Mr. Guesto - **2<sup>nd</sup>:** Mr. Hillan

Motion passes unanimously.

**E. Discussion and motions on Statewide LSA resolution approval**

Motion to adopt Resolution 2025-08

**Motion:** Mr. Jones - **2nd:** Mr. Sorokach

Motion passes unanimously.

**F. Discussion on 2026 budget**

- i. Mr. Ritsick reported that a budget will be provided to LSVLB members for the December 2026 meeting. Mr. Ritsick reported that no membership fee increase should be needed. Most municipalities should have funds available via recapture or previous contributions. Membership fee total pool may increase with the possible addition of Edwardsville and Larksville and LB members discussed adding other municipalities.

**G. Discussion on 2026 schedule and time**

- i. LSVLB members discussed switching the time from 9:00am to 10:00am to better accommodate LSVCOG meetings.

Motion to change meeting time to 10:00am for 2026 meetings.

**Motion:** Mr. Guesto - **2nd:** Mr. Sorokach

**8. ADJOURNMENT**

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

**Motion passed unanimously. Meeting adjourned at 09:56am.**