Land Bank Board Meeting Minutes
Courthouse Annex Conference room
10/08/2026

Meeting was called to order by: William Moon at 1:36 PM

In attendance:
☑Vince Witherup-Residential Representative
☐Tim Heffernan-Commissioner
☑ Samuel Breene-Commissioner
☐ Ken Bryan-Commissioner
☑Michael Anderson
☑Julie Thompson-Tax Claim
☑Robert Walter-Assessment
☑Mary Swisher-Assessment
☑ William Moon Jr- Chair
☑ Warren Thomas-Residential Representative
☑ Josh Sterling- VCRPC
☐ Amanda Power-City of Franklin
☑ Frank Pankratz
☐ Trenton Moulin
☑ Jim Speth-Sugarcreek Borough

Motion was made by Vince Witherup to accept the 05/14/2026 minutes 2nd by Frank Pankratz, all in favor.

Introduction of any guests: Tim Russell-Vice President for Emlenton Borough Council

Public Comment:

Tim Russell, Vice President for Emlenton Borough Council, was inquiring how to find out how Emlenton Borough was designated as a historic district. He stated the Borough cannot find any information on it. He was advised to contact the ORA.
Tim stated that the Borough is interested in tearing down 612 Kerr Avenue and 711 Kerr Avenue, however they were uncertain if either could be razed by the Borough since they are in the historic district. The Land Bank members are uncertain of this question, therefore Josh Sterling from Planning is going to look into this. Tim was also advised that the Borough will need to be owners of both properties before this could occur. 711 Kerr Avenue is privately owned.
Tim also stated that a neighbor was interested in buying 606 Hill Street, however the neighbor doesn't want the expense of tearing it down. Tim was asking if this is something the Land Bank could help with. The Land Bank members stated at this time, they could not because they work with the municipalities not individual private owners.

Treasurer's Report:

Michael Anderson stated there is currently $50,557.33 in the Register & Recorder's demo fund, however $25,000 is encumbered for the possible demo of 1416 Liberty Street and $1,000 for dumpsters bringing the remaining balance to $24,557.33.

Julie Thompson stated that there is a new ordinance that was put into effect this year, that the Land Bank gets $100 for every Tax Claim sale and Sheriff sale, therefore $2,300 was collected from that ordinance so far. Julie stated an additional $3,500 will be added from the Upset Sale.

Vince Witherup made a motion to accept the Treasurer's report 2nd by Frank Pankratz; all in favor.

Old Business

Update on 1416 Liberty Street:

Julie Thompson stated she has reached out asking for an update and there has been no reply, therefore William Moon was asked to send Franklin a letter stating if there is no decision made before the next Land Bank meeting in November the fundings will no longer be available.

Planning-Grant updates:

Josh sterling stated the PHARE grant application for $750,000 has been submitted. He stated a decision should be made by spring or summer of 2027. He will be presenting the Land Bank with a list of rehab projects for the us to review and rank in the importance of the Land Bank's mission.

Josh shared an update on the housing rehabilitation program. He stated that there are no properties in the intake phase at this time. There are two properties in the inspection phase, six in the construction phase and two properties that have been completed.

New Business

City of Franklin-Dumpster reimbursement:

City of Franklin is requesting $400 dumpster reimbursement for a property on Buffalo Street.

Sam Breene made a motion to approve this request 2nd by Warren Thomas, all in favor.

Review public comment time allotment:

Julie Thompson stated that it was approved at a meeting in 2018 to allow a 5-minute allotment for public comment. After the 5 minutes if the Land Bank felt the need for further discussion, the topic could be added to the next months meeting.

Warren suggested that the Land Bank start enforcing the 5-minute allotment and it was asked that this detail be added to the web site.

Update on Judicial Sale properties purchased by the Land Bank:

Julie stated the Land Bank bought 7 properties**.** 6 were in Oil City and 1 is in Sugarcreek. Julie stated that 45 days after the sale, the deed were recorded into the Land Bank and then the next day the properties was transferred to the municipalities.

Jim Speth stated that the Borough is working on getting the dwelling razed at 120 Wilson Street. There is no update on the Oil City properties at this time.

Dates for 2027 Land Bank meetings:

Julie Thompson asked if the members wanted to keep 2027 to 6 meetings as they did in 2026. Julie stated that she feels there should be meetings in spring & winter for Judicial Sale requests, however monthly meetings are not needed especially during the summer months.

It was decided to schedule 6 meetings and add more if needed.

Next Meeting-November 12, 2026 at 1:30 PM

Motion to adjourned the meeting at 2:30 was made by Julie Thompson 2nd by Warren Thomas; all in favor

Submitter by
Mary Swisher