

Land Bank Board Meeting Minutes Courthouse Annex Conference room

03/12/2026

Meeting was called to order by: William Moon at 1:30 PM

In attendance:

- ☒ Vince Witherup-Residential Representative
- ☒ Tim Heffernan-Commissioner
- ☒ Samuel Breene-Commissioner
- ☒ Ken Bryan-Commissioner
- ☒ Diona Brick-Fiscal
- ☐ Julie Thompson-Tax Claim – attended by phone
- ☐ 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

Motion was made by Warren Thomas as to accept the 01/08/2026 minutes, 2nd by Vince Witherup; all in favor.

Introduction of any guests:

Robert Hines-ORR, Ralph Montgomery-ORR, Joseph-ORR, Beth Fisher-Emlenton, Carol Wilson-Emlenton, Yvonne Greene-Oil City, Regina Deloe-Cranberry

Public Comment: None

Treasurer's Report

Diona Brick stated there is currently \$38,597 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 \$12,597.01.

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

Old Business:

Update on 1416 Liberty Street:

No update at this time

Planning-Grant updates

Josh provided a copy of the Venango County housing rehabilitation program stating there is currently 4 properties in intake phase, 2 in inspection Phase, 3 in construction Phase and 5 projects that have been completed/Canceled.

Commissioners-Any updates on Act 48 of 2024 adds an additional fee to every tax or sheriff sale for demolition of blighted properties up to \$250.00.

Sam Breene stated the Commissioners approved to add \$100.00 to each sale on 3/11/2026.

Emlenton Boro-Update on 612 Kerr Ave demolition

Josh Sterling stated that CDBG fundings will be used to demo this property. He stated it is in tier 2 so once the paperwork is complete they will be moving forward on the demo.

New Business

Tentative judicial sale list and costs

Julie stated she does have a tentative date for the sale; however, the date has not been approved by the Judge. Once she meets with the Judge; she will also inform him of the increase of \$100 per sale and ask him if we can raise the minimum bids from \$600.00 for properties and \$300.00 for mobile homes to \$1,000.00 and \$500.00 respectively.

Requests for purchase at the Judicial Sale

Jim Speth made a request that the Land Bank obtain 120 Wilson Street for Sugar Creek Borough. Jim stated the property is condemned and has been vacant for over 12 months. He stated that the Borough will use CDBG funds for the demo of the property.

Julie asks that any additional requests be made by April 9th that way the Land Bank can vote on them at the April meeting.

Dumpster rental requests

Ken Bryan stated that Polk Borough has requested reimbursement for a dumpster. The dumpster will be used for spring cleanup. After a discussion about the policy, Samuel Breene made a motion to accept this request, 2nd by Frank Pankratz; all in favor.

Next Meeting-April 9,2026 at 1:30 PM

Motion to adjourned the meeting at 2:00 was made by Vince Witherup 2nd by Trenton Moulin; all in favor

Submitter by
Mary Swisher