

Land Bank Board Meeting Minutes Courthouse Annex Conference room

04/09/2026

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
- ☒ 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 to accept the 03/12/2026 minutes after a revision is made stating that approval of the dumpster for Polk Borough was passed without a vote and needs to be revisited.

Introduction of any guests: Regina Deloe-Cranberry Township, Jim Speth-Sugarcreek Borough and Ralph Montgomery-ORR

Public Comment: None

Treasurer's Report

Diona Brick stated there is currently \$38,711.82 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 \$12,711.82.

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:

No update at this time

Planning-Grant updates

Josh provided a copy of the Venango County Housing Rehabilitation Program stating there is currently 2 properties in intake phase, 3 in Inspection Phase, 4 in construction Phase and 1 project that has been canceled because of being a mobile home.

Requests for purchase at the Judicial Sale

Julie stated as to date the only request that has been made so far is Sugarcreek Borough for 120 Wilson Street. Sugarcreek is going to use CDBG funding to demo the house if the Land Bank purchase it for them at the sale.

Diona made a motion to approve the purchase of 120 Wilson Street at the Judicial Sale on behalf of Sugarcreek Borough, 2nd by Frank Pankratz, all in favor.

New Business

Dumpster rental requests

Regina requested a dumpster for 1006 Maple Shade Road due to the property owner being in violation.

Ken Bryan made a motion to approve this request, 2nd by Frank Pankratz, all in favor

Amend the dumpster policy to include municipalities for cleanup days

Julie Thompson made a suggestion that the dumpster rental policy be amended to add the verbiage that the Land Bank can also help the municipalities with dumpster reimbursement that are used for community clean up days.

Ken Bryan suggested an outline of changes including the all dumpster requests are approved by the Land Bank Board, the Municipality must place the dumpster in a neutral site, advertise at least a month in advance that the dumpster will be available and the Municipality is responsible for the contents of the dumpster.

Warren Thomas made a motion to have Ken Bryan meet with Rich Winkler and ask him to add this amendment to the policy and this will be reviewed at the next meeting and voted on. 2nd by Frank Pankratz, all in favor.

A motion was made by Warren Thomas to table the changes to last month's minutes regarding the voting on the dumpster for Polk Borough. 2nd by Diona Brick; all in favor

Next Meeting-May 14,2026 at 1:30 pm

Motion to adjourned the meeting at 1:50 pm was made by Vince Witherup 2nd by Frank Pankratz; all in favor

Submitter by
Mary Swisher