



Hazle Township Land Bank
 Hazle Township Commons
 101 W 27th Street
 Hazle Township, PA 18202

Meeting Minutes

Call to Order

The regular meeting of the Hazle Township Land Bank Meeting was called to order at 12:05pm on February 5th, 2026 by Chairman Bob Fiume

<u>Members Present:</u>	<u>Members Absent:</u>
James Montone	Michael DeCosmo, Sr.
Anthony Griguoli	John Chirico
Robert Fiume	

Others Present:

Hailstone Economic – Ted Ritsick
 Slusser Law Firm - Attorney James Brando
 Hazle Township Code Enforcement - Chuck Krone

Public Comment

N/A

Minutes:

- A. **Approval of 01.08.2025 Meeting Minutes**
Motion: Mr. Grigouli **2nd:** Mr. Montone
 Motion passes unanimously.

Financial Report

- A. Review and Approve Finance Report
 - a. N/A - No finance report.
- B. Review and approve the following invoice(s)
 - a. Hailstone Economic Invoice #1743 for \$5,000
Motion: Mr. Montone **2nd:** Mr. Grigouli
 Motion passes unanimously.

Staff Reports

- A. Solicitor Report
 - a. N/A
- B. Administrator Report
 - a. Items later in the agenda will allow for a finalization of the startup tasks.

Unfinished Business

- A. **Discussion and motions insurance policies.**

- a. Board reviewed a proposal from Joyce Insurance. Proposals were requested from Joyce and HA Thompson.
Motion to approve Joyce Insurance proposal for \$1695.
Motion: Mr. Montone **2nd:** Mr. Grigouli
Motion passes unanimously.

New Business

A. Discussion and motions on website

- a. The board discussed the setup of a new website, or hosting on the municipal page. The HTLB information will remain on the Hazle Township website on a separate page.
- b. Mr. Ritsick explained the annual report requirement for the Hazle Township Land Bank. The report is limited, and outlines the establishment of the HTLB.
Motion to adopt 2025 annual report.
Motion: Mr. Montone **2nd:** Mr. Grigouli
Motion passes unanimously.
- c. The board discussed the acquisition process upcoming in the Spring and Summer of 2026 through the tax sale, purchase of property or donation of property.

B. Discussion and motions on quickbooks and banking

- a. Mr. Ritsick outlined that the final action item in the startup contract was a setup of Quickbooks. At the start of the 5th meeting, the hourly rate following the startup contract has been initiated. Board members discussed having Hailstone assist with bookkeeping following initial setup or doing it in house. The existing contract provided hourly bookkeeping rates which the HTLB will be billed until Hazle Township hires an office manager.

C. Action Items for Q2 Meeting

- a. HTLB Board discussed a 501(c)3 application. Benefits include an expedited tax exempt process, tax benefits for donation of properties, and potential access to funds with the 501(c)3 accreditation. Mr. Ritsick already has a completed application that will assist with the HTLB.
Motion to approve Hailstone Economic to Apply for 501(c)3 for the HTLB
Motion: Mr. Montone **2nd:** Mr. Grigouli
Motion passes unanimously.
- b. The board discussed deposits to the HTLB bank accounts following property tax payments in Spring.

- c. The board discussed the next meeting date of May 7th.
Motion to cancel March and April advertised meetings with the next meeting to be held May 7th.
Motion: Mr. Montone **2nd:** Mr. Grigouli
Motion passes unanimously.

Adjournment

Motion: Mr. Montone – **2nd:** Mr. Grigouli
Motion passed unanimously. Meeting adjourned 12:41pm.