

**ALLEGHENY COUNTY BOARD OF PROPERTY ASSESSMENT  
APPEALS & REVIEW**

**MINUTES OF THE REGULAR MEETING HELD  
THURSDAY, JANUARY 18, 2024**

PRESENT:

WAYDE FARGOTSTEIN, BOARD CHAIR  
RICHARD SNIPE, VICE CHAIR  
LESANS MONTGOMERY, MEMBER  
MICHAEL SULEY, MEMBER  
MICHELLE PAYANZO, MEMBER  
SUSAN THORNTON LARA

ALSO PRESENT:

AMY SCHREMPF, BOARD SOLICITOR  
BARBARA BALDWIN, BOARD ADMINISTRATOR

**Call to Order, Roll Call**

Mr. Fargotstein called the meeting to order at 8:01 a.m. Ms. Payanzo called the roll and determined that all were present except for Ms. Montgomery, and a Quorum was present.

**Approval of the Minutes of the Prior Regular Meeting of December 19, 2023 and January 2, 2024**

Ms. Payanzo makes a motion to approve meeting minutes. Mr. Suley seconds. All in favor. MOTION CARRIED.

**Public Comment Period**

Ms. Schrempf requested to have public comment sign up sheet available moving forward.

Mr. John Silvestri – representing owner of 5150 Penn Avenue Pittsburgh, PA. Mr. Silvestri requests for the Board to make the extra effort in processing the pending City of Pittsburgh tax assessment appeal hearings. Mr. Silvestri states that such delay causes economic hardships to the taxpayers.

Ms. Montgomery, Board member, was waiting to be entered into the meeting; joined the meeting 8:07am.

**Solicitor's Report (Ms. Schrempf)**

No solicitor's report. Ms. Schrempf states that she would like to meet with the Board in a few weeks to discuss streamlining processes that are being worked on to become more efficient. The processes will include an overview of the appeal hearing process and the information that's entered into the IAS World database. During the session, the Board can brainstorm ideas of how it can the process more efficient.

Ms. Schrempf announces hearing officer training coming up in March 2024 and welcome Board members to attend. It will provide an opportunity to meet with the Hearing Officers and exchange feedback.

Mr. Suley raised the training recommendation that was presented at the October 12, 2023 and November 9, 2023 Board meeting. Mr. Suley recalled the discussion he had with previous Board Solicitor, Mr. Montgomery regarding Board member and Hearing Officer training. Mr. Suley objected to Ms. Schrempf conducting the Hearing Officer training as the Solicitor.

Ms. Schrempf explains to Mr. Suley what the hearing officer training entails, what the role is as a Hearing Officer, it's to teach Hearing Officers how to use IAS, legal language that's used in a hearing and how to use FTR Gold recording software. Ms. Schrempf will provide the PowerPoint to Board members once it is prepared.

Mr. Suley states that he had discussed a state law with both past and present Solicitors of the Board regarding training that applies to 65 other counties. Ms. Schrempf states that she has read the law, but it does not apply to Allegheny County and the Board can decide if they would like to proceed with the training.

Mr. Suley asked if any other Board members were interested in the basic training that is given to appeals Board in 65 other counties across the state. Mr. Fargotstein, Board Chair, asked Mr. Suley of the training information that he is recommending. Mr. Suley responded that the AAP module was presented at a previous Board meeting. Mr. Suley also recalled making a motion for the Board to comply with the state law and that Allegheny County would mirror what the law says, and no one would second that motion. Mr. Snipe adds that the Board is already in compliance with the law and is exempt from the law that applies to other counties.

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A discussion ensued among Board members, OPA staff and the Board Solicitor regarding pending City of Pittsburgh appeal hearings (December 7, 2023 Board directive), certified values for 2024, and the status of appeal hearings that remain to be processed and scheduled.

**Appeals Department Report** (Ms. Brown)

The Appeals department status report as submitted (attached). Ms. Brown provides an update for tax assessment appeals that have been filed for 2024. There are currently 119 that have been filed and an additional 48 that have been received to date.

Ms. Brown presents a request to rescind and rehear for Parcel ID# 444-G-187. The hearing for tax year 2022 was heard, and a disposition notice was mailed from the results of the hearing. The property owner representative provided the contact information in a timely manner but was not ultimately called for the hearing. The contact information was entered after the hearing was heard. Due to an administrative breakdown, Ms. Brown is requesting the Board to rescind and rehear the hearing.

Ms. Montgomery makes a motion to rescind and rehear parcel ID# 444-G-187. Mr. Suley Seconded the motion. All in favor. MOTION CARRIED.

**Items from OPA Department** (Ms. Brooks)

Rescind and reissue for parcel ID 1823-K-45 – Hearing Officer added a building onto the property during the hearing process. This is for tax year 2022. It should have been a builder’s lot for 2022 and there should be building added for tax year 2022.

Mr. Suley motions to rescind and reissue corrected values for parcel ID# 1823-K-45. Mr. Snipe Seconded the motion. All in favor. MOTION CARRIED.

**Items from the Board Administrator** (Ms. Baldwin)

Rescind and reissue for parcel ID# 16-E-10 for tax year 2022 and 2023. It was a timely filed School District appeal. Disposition was mailed with incorrect values. Requesting Board to rescind and reissue with corrected values.

Ms. Payanzo motioned to rescind and reissue disposition with corrected values. Mr. Suley Seconded the motion. All in favor. MOTION CARRIED.

**Board Approval List**

Tax Year 2021, Parcel ID# 1267-N-130  
Tax Year 2022, First Parcel ID# 84-C-46  
Tax Year 2022 (Y), First Parcel ID# 1067-R-275  
Tax Year 2023, First Parcel ID# 556-E-11

No pulls or recusals

Mr. Suley makes a motion to approve. Ms. Snipe seconded the motion. All in favor. MOTION CARRIED.

**Old Business.**

None proffered.

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**New Business.**

Mr. Suley asked if there is a way to track how many appeals each Board member has signed off on. Ms. Schrempf and Mr. Fargotstein replied that Board member sign offs were not being tracked. However, and moving forward, the process of assigning files to Board members has been created. The Hearing Officer, during the hearing process, will assign files to Board members by number. Ms. Schrempf clarified that this process would capture the number of files assigned to a Board member but not how many a Board member has signed off on.

Mr. Suley asked if a check can be added to the hearing officer report so that there is way of knowing what Case File Reviewer reviewed and processed a file. Ms. Schrempf explains that Case File Reviewers provide their initials on the hearing officer report once he or she has reviewed and processed the file. Board members are able to view the Appeals Hearing Results packet in OnBase; one the files are processed to 04A. OPA scans and uploads the hearing packets to OnBase.

**Adjournment**

Meeting adjourned at 8:38 a.m.

  
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Michelle Payanzo, Board Secretary