**YORK COUNTY LAND BANK AUTHORITY**

**MEETING MINUTES**

**April 16, 2020**

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, April 16, 2020, commencing at 4:00 p.m. The meeting was conducted remotely on Zoom and access for the public to hear the meeting was also available by telephone. Notice of the Zoom link and telephone number were provided to the public in advance by notice required by law.

The following Authority members were in attendance:

Mike Black

Philip Briddell

Tom Englerth

Felicia Dell

Heidi Hormel

Shanna Terroso

Tim Staub

Also, in attendance: Sarah Doyle, Legal Counsel; and the following members of the York County Economic Alliance staff were also in attendance: Kim Hogeman, Director of Strategic Development; Nancy Barry, Vice President Operations & CFO and Beth Wolfe, Executive Assistant.

Public present were: Ken Martin and Jeffrey Vermeulen both from York College of Pennsylvania and Jonathan Bowser with IDP Partners.

**COMMENTS FROM THE PUBLIC**
Members of the public were invited to submit comments in advance and were offered opportunity to comment at this time. There were no comments from the public.

**CALL TO ORDER**

Chairman Tom Englerth called the meeting to order at 4:00 p.m., verified each Board member could hear and be heard by all others and noted that a quorum was present.

**CHAIR COMMENTS**

Chair Englerth welcomed and introduced Mr. Tim Staub as a new board member.

**MINUTES**

Chair Englerth asked if there were any questions or comments on the minutes of the February 2020 meeting, which were circulated prior to the meeting. On a motion by Ms. Felicia Dell, properly seconded by Ms. Shanna Terroso, a vote was conducted by roll call, the Board approved the minutes as submitted. Mr. Tim Staub abstained from voting.

**FINANCIAL STATEMENTS**

Mr. Briddell reported on the first quarter financials. Chair Englerth asked if there were any questions or comments regarding the December 2019 financial statements, which were circulated prior to the meeting. On a motion by Ms. Terroso, properly seconded by Ms. Heidi Hormel, a vote was conducted by roll call, the Board approved the financial statements as presented.

**2019 AUDIT REPORT**

Ms. Nancy Barry reported on the 2019 Audit report that was distributed prior to the board meeting. Chair Englerth requested a motion to approve the 2019 Audit report with the exception of revision needed for new business and next year’s factors. On a motion by Mr. Briddell, properly seconded by Ms. Terroso, a vote was conducted by roll call, the Board approved the motion.

**PROJECT DISCUSSION**
Ms. Kim Hogeman provided a presentation on current and potential projects and outlined the information known on each one.

* 229 Carlisle Street, Hanover – Staff is working with the Borough on their demolition agreement and the scope of work they received from CS Davidson. Will update the Board when further information is received.
* 254-256 Queen Street – Staff has reached out to the City RDA staff for an update on the bidding documents. Will update the Board when an answer is received.
* 282 Cottage Hill – A list of outstanding questions has been submitted to the City RDA staff. Will update the Board when an answer is received and prior to work being done.
* Logos Academy – Staff visited the property and assessed the 3 buildings as discussed at the February meeting. Two of the buildings do not have a strong case for meeting blight criteria. The blue building with the 3-bay garage has significant roof damage, water leaks, and interior damage and would fit into the program based on that criteria. On a motion by Chair Englerth to accept this into the program, and to begin negotiating a demolition contract with Logos Academy not to exceed $15,000. Mr. Briddell made a motion to approve, seconded by Mr. Staub a vote was conducted by roll call, the Board approved the motion. Chair Englerth abstained from voting.
* York College of Pennsylvania – “Knowledge Park” – A demolition agreement was approved by York College in the amount of $65,300. A copy of the signed agreement was circulated to the Board prior to the meeting. Asbestos and lead abatement to be done separate from the Land Bank portion of the work. Chair Englerth requested a motion to approve the demolition funding agreement with York College. Ms. Terroso made a motion to approve, seconded by Ms. Dell, a vote was conducted by roll call, the Board approved the motion. Mr. Briddell abstained from voting.
* 34 Frederick Street, Hanover – Jonathan Bowers presented an overview of a significant redevelopment project in Downtown Hanover for future use of 15 apartments and 3800 sq/ft commercial space on lower level. They have been a recipient of a LERTA and a RACP grant among other programs. The project is requesting assistance in funding for some interior demolition work. On a motion by Ms. Terroso to accept this project into the program for analysis, properly seconded by Ms. Hormel, a vote was conducted by roll call, the Board approved the motion.

**GOOD OF THE ORDER**

Nothing noted.

**ADJOURNMENT**

There being no further business to be brought before the Authority the meeting adjourned at 5:00 p.m.