

**YORK COUNTY LAND BANK AUTHORITY
MEETING MINUTES
Oct. 17, 2019**

The regular meeting for the York County Land Bank Authority was held Thursday, Oct. 17, 2019 at the YCEA Offices, 144 Roosevelt Ave., York, pursuant to notice.

The following Authority members were in attendance, representing a quorum:

Tom Englerth	Heidi Hormel	Frank Countess	Felicia Dell
Phil Briddell			

Also present were: Sarah Doyle, Esq., Legal Counsel; Kim Hogeman, Director, Strategic Development; Lauren Gross, Manager, Administration; and Nick Pullo, Project Manager.

Public present were: Laurie Stephenson; and Sharee McFadden from the City RDA

CALL TO ORDER

Mr. Englerth called the meeting to order at 3:30 p.m., noting a quorum was present.

COMMENTS FROM THE PUBLIC

There were no questions or comments from the public.

MINUTES

Mr. Englerth asked if there were any questions or comments on the minutes of the Sept. 19, 2019 meeting, which were circulated prior to the meeting. On a motion by Mr. Briddell, properly seconded by Ms. Hormel, the September 2019 meeting minutes were approved as submitted.

FINANCIAL STATEMENTS

Mr. Englerth asked if there were any questions or comments regarding the financial statements, which were circulated prior to the meeting. On a motion by Ms. Dell, properly seconded by Ms. Hormel, the financial statements were approved as presented.

BANKING ACCOUNT CHANGES

Ms. Barry explained the current bank deposit accounts arrangements and the need to obtain additional protections, including fraud protection, on all accounts of YCEA and all of its affiliated entities including LBA. She further explained the process by which she solicited proposals from a number of banks. Working with the YCEA Finance Committee, she determined that York Traditions Bank provided the best proposal. Ms. Barry requested approval to open two new checking accounts and one money market account. On a motion by Mr. Countess, properly seconded by Mr. Briddell, the motion carried.

PROPOSED PROJECT DISCUSSION

Ms. Hogeman provided an update [and additional information from the previous discussion](#) on the Habitat for Humanity proposed project on Chestnut Street in York City. The Board discussed the project. On a motion by Mr. Countess, properly seconded by Mr. Briddell, the Authority approved entering into a demolition [reimbursement](#) contract with Habitat for Humanity in an amount not to exceed \$25,000.

Prepared by:
Lauren Gross,
Manager, Administration

Ms. Hogeman and Ms. McFadden reviewed the houses at 7259 and 727 ~~Chestnut Court~~ St., York City. The property at 7259 ~~Chestnut Court~~ St. is occupied, is in disrepair, and is current on taxes. The property at 727 ~~Chestnut Court~~ St. is abandoned, vacant, and ~~falling down~~ structurally unsound and is currently owned by the City RDA. Ms. McFadden explained that without a legal reason such as unpaid taxes or sewer/refuse bills, the City cannot take an occupied structure. Ms. McFadden stated that she would reach out to the City Codes Official to update them on the conversation.

PENDING PROJECT DISCUSSION

Ms. Hogeman reviewed possible pending projects. Dover Township continues to place liens against the property at 3550 Partridge Drive, and asked the Authority for help/direction. Solicitor Doyle provided them with possible avenues for acquisition.

Ms. Hogeman reported that Hanover Borough's potential project is on hold as the borough seeks to hire both a manager and an engineer.

Ms. Hogeman reported that Jefferson Borough is awaiting the hiring of a codes enforcement officer before asking the Blighted Property Review Committee to help with ~~letters determining~~ blightedness-violation notification letters.

CURRENT PROJECT DISCUSSION

Ms. Hogeman reviewed current projects. Both Felton Borough and Windsor Borough have made progress on their projects. Felton Borough's demolition work should begin in the early fall. Windsor Borough is in discussion with potential partners to determine the final use for the property.

GOOD OF THE ORDER

The Board discussed property maintenance codes within local municipalities as well as local municipal buy-in and willingness to participate.

ADJOURNMENT

There being no further business to be brought before the Authority the meeting adjourned at 4:37 p.m.

Respectfully submitted,

Frank Countess
Secretary, YCLBA

**The next meeting of the York County Land Bank Authority will be held on
Nov. 21, 2019 at the YCEA Office, 144 Roosevelt Ave. York, PA 17401**

Prepared by:
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