The regular meeting for the York County Land Bank Authority was held Thursday, Sept. 19, 2019 at the YCEA Offices, 144 Roosevelt Ave., York, pursuant to notice.

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

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<td>Tom Englerth</td>
<td>Heidi Hormel</td>
<td>Frank Countess</td>
<td>Shanna Terroso</td>
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<td>Phil Briddell</td>
<td>Mike Black</td>
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Also present were: Sarah Doyle, Esq., Legal Counsel; Kim Hogeman, Director, Strategic Development; Lauren Gross, Manager, Administration; and Nick Pullo, Project Manager.

Public: Tammi Morris, executive director of Habitat for Humanity, was present.

**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 Aug. 16, 2019 meeting, which were circulated prior to the meeting. On a motion by Mr. Briddell, properly seconded by Mr. Black, the August 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. Hormel, properly seconded by Ms. Terroso, the financial statements were approved as presented.

**PROPOSED PROJECT DISCUSSION**

Ms. Morris gave a presentation on a proposed partnership project with Habitat for Humanity, as well as on-going projects and initiatives. The focus of her presentation was the proposed Chestnut Street demolition-housing project and their request for demolition assistance. On a motion by Mr. Briddell, properly seconded by Mr. Black, the Board voted to accept the project into the process for analysis.

**PENDING PROJECT DISCUSSION**

Ms. Hogeman reviewed pending projects. Hanover Borough continues to work through the demolition bidding process and was provided some draft bid documents prepared by Stock & Leader. It will be going out to bid in the coming weeks.

**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.

Prepared by:
Lauren Gross,
Manager, Administration
GOOD OF THE ORDER
The Board discussed the definition of ‘demolition’ and what it means under the law and in terms of the Authority’s scope.

ADJOURNMENT
There being no further business to be brought before the Authority the meeting adjourned at 4:30 p.m.

Respectfully submitted,

Frank Countess
Secretary, YCLBA

The next meeting of the York County Land Bank Authority will be held on Oct. 17, 2019 at the YCEA Office, 144 Roosevelt Ave. York, PA 17401

Prepared by:
Lauren Gross,
Manager, Administration