

YORK COUNTY LAND BANK AUTHORITY
MEETING MINUTES
January 21, 2021

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, January 21, 2020, commencing at 3:30 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:

Tom Englerth
Heidi Hormel
Frank Countess
Phil Briddell

Mike Black
Felicia Dell
Shanna Terroso
Tim Staub

Also, in attendance: Tom Almanza, Owner, Lemonade Property Services; Michael Lindow, developer, Dry Mill Investments; Jack Kay, Chairperson, YCIDA; 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 and Nicholas Pullo, Project Manager – Downtown Inc.

CALL TO ORDER

Chairman Tom Englerth called the meeting to order at 3:39 p.m., verified each Board member could hear and be heard by all others and noted that a quorum was present.

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.

CHAIR COMMENTS

Chair Englerth welcomed the Board and guests.

Annual Meeting Action Items

Nomination of Officers – A nomination of 2021 YCLBA officers provided by the nominating committee was circulated prior to the meeting. No additional nominations or comments were made. Mr. Phil Briddell made a motion to approve the slate of officers provided by the nominating committee. The motion was properly seconded by Ms. Shanna Terroso, a vote was conducted by roll call, and the motion passed.

Nomination of Legal Counsel – A nomination of 2021 Legal Counsel provided by the nominating committee recommending Stock and Leader with Sarah Doyle as primary representative was circulated prior to the meeting. There were no additional nominations or comments. Mr. Mike Black made a motion to approve legal council as recommended. Mr. Phil Briddell properly seconded the motion. There were no further questions, comments, or discussion. A vote was taken by roll call and the motion passed.

Nomination of Depository Institution – A nomination of 2021 Depository Institution provided by the nominating committee recommending York Traditions Bank was circulated prior to the meeting. There were no additional nominations or comments. A motion was made by Mr. Phil Briddell to approve the depository institution as recommended. Ms. Felicia Dell properly

seconded the motion. There were no further questions, comments, or discussion. A vote was taken by roll call, and the motion passed.

Nomination of Auditor – A nomination of 2021 Auditor provided by the nominating committee recommending SEK CPA & Advisors with William Oyster as CPA representative was circulated prior to the meeting. Ms. Kim Hogeman commented that the recommendation for CPA has changed for 2021 from previous years as the YCEA went through a RFP process for a new auditor. A motion was made by Mr. Phil Briddell to approve the auditor as recommended. Ms. Heidi Hormel properly seconded the motion. There were no further questions, comments, or discussion. A vote was taken by roll call, and the motion passed.

York County Economic Alliance Staff Support Contract – A staff support contract was circulated prior to the meeting for the York County Economic Alliance to provide staffing for the York County Landbank Authority. The contract provided is the same as the 2020 staff support contract. A motion was made by Ms. Felicia Dell to approve the contract. Mr. Frank Countess properly seconded the motion. Ms. Heidi Hormel addressed concerns with item 2, acknowledging the YCEA as York County's leading resource for facilitating economic and community development, as well as item number 3, agreeing to include the YCEA logo and tagline on Authority letterhead, marketing materials, projects, programs, and initiatives as appropriate. Ms. Hogeman explained the nature of the economic development relationship with York County, the related arms of County government, and the umbrella structure of the YCEA with these entities. Ms. Hormel suggested moving forward with a vote, and possibly editing the wording in the 2022 contract. Ms. Felicia Dell amended her motion to approve the 2021 contract as presented but revisiting the wording of these items prior to voting on the 2022 contract. Mr. Phil Briddell properly seconded the amended motion. There were no further questions, comments, or discussion. A vote was taken by roll call, and the motion passed.

MINUTES

Chair Englerth asked if there were any questions or comments on the minutes of the December 2020 meeting, which were circulated prior to the meeting. On a motion by Mr. Phil Briddell, properly seconded by Ms. Felicia Dell, a vote was conducted by roll call, the Board approved the minutes as presented.

FINANCIAL STATEMENTS

Mr. Nicholas Pullo informed the board that the November 2020 financials had not been approved by the board in the December 2020 meeting, so there would need to be approval for both November and December financials. Mr. Phil Briddell suggested to increase the minimum reserve figure in each of the focus areas based on historic project costs. A motion was made by Ms. Heidi Hormel to approve both the November and December 2020 Financial Statements. Mr. Phil Briddell properly seconded the motion. There were no further questions, comments, or discussion. A vote was taken by roll call, and the motion passed.

PROJECT DISCUSSION

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

3550 Partridge Dr, Dover – Ms. Kim Hogeman circulated a project analysis on this property prior to the meeting. The property is now under control by Dover Township who is transferring ownership to Habitat for Humanity. Ms. Hogeman requested action to negotiate a contract for demolition reimbursement. Ms. Heidi Hormel made a motion to negotiate a demolition agreement. Mr. Frank Countess properly seconded the motion. No further comments or questions were made. A vote was taken by roll call and the motion passed.

74 W Main St, Windsor – This property was accepted into the program for further analysis during the December 2020 meeting. Mr. Tom Almanza, Owner of Lemonade Property Services, provided an update on his work, and timeline for completing the project. Mr. Almanza provided detailed accounting of his demolition expenses to date, along with an estimated cost to complete demolition. Mr. Almanza requested \$20,000 in demolition reimbursement from the YCLBA. Ms. Hormel asked if Mr. Almanza’s documentation would be sufficient to provide reimbursement. A motion was made by Ms. Heidi Hormel to negotiate a demolition contract with Lemonade Property Services not to exceed \$20,000. Ms. Felicia Dell properly seconded the motion. No further questions or comments were made. A vote was taken by roll call and the motion carried.

215 E Lancaster St, Red Lion – Ms. Hogeman circulated a property analysis on this project prior to the meeting. Mr. Michael Lindow provided an update on his efforts to acquire the property from its current owner. Due to a lack of bank financing, Mr. Lindow is working on an arrangement for the current owner, James Winkler, to finance the purchase. Mr. Lindow anticipates that a deal will be signed in the coming week. This property is in the process of being legally certified as blighted with the Blighted Property Review Committee. At this time no further motion was made to begin negotiations for demolition reimbursement.

George St. Gateway Project – Mr. Jack Kay, Chairperson of the YCIDA, provided a presentation on the George St. Gateway project. This project includes demolition of nine residential properties, 319-335 North George St. in York City. The YCIDA owns all nine properties. These properties are row buildings with severe blight conditions. Three of the properties are structurally unsound. There is prevalent squatting and dumping. There are two remaining tenants that are being assisted in relocation. The YCIDA anticipates total vacancy in Feb. 2021. The goal of this project is to remove blight and create a pad site to attract creative and innovative development. Discussion ensued amongst the board. A motion was made by Mr. Frank Countess to accept this project into the program for further analysis. Mr. Mike Black properly seconded the motion. No further questions or comments were made. A vote was taken by roll call and the motion passed.

GOOD OF THE ORDER

Ms. Kim Hogeman recommended discussing a possible committee structure to determine tasks and responsibilities for the strategic plan.

ADJOURNMENT

There being no further business to be brought before the Authority the meeting adjourned at 5:47 p.m.