**YORK COUNTY LAND BANK AUTHORITY**

**MEETING MINUTES**

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, March 25, 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

Felicia Dell

Michael Black

Also in attendance were the following members of the York County Economic Alliance staff Kim Hogeman, Director of Strategic Development, Nancy Barry, Vice President of Operations and CFO, Silas Chamberlin, Vice President of Economic & Community Development, and Marlena Schugt, Business Solutions Coordinator.

**CALL TO ORDER**

Chairman Tom Englerth called the meeting to order at 3:33 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. Ms. Kim Hogeman received an email from Windsor Borough thanking the authority for their assistance with the blighted property in their borough. Ms. Hogeman will be forwarding the email to the board.

**CHAIR COMMENTS**

Chair Englerth welcomed the Board and guests.

**MINUTES**

Chair Englerth asked if there were any questions or comments on the minutes of the February 2021 meeting, which were circulated prior to the meeting. On a motion by Ms. Felicia Dell properly seconded by Mr. Frank Countess, a vote was conducted by roll call, the Board approved the minutes as presented.

**FINANCIAL STATEMENTS**

Chair Englerth presented the financial statement from February 2021. On a motion by Mr. Phil Briddell, seconded by Ms. Dell, a vote was conducted by roll call, the Board approved the financial statement as presented.

**2020 AUDIT APPROVAL**

Ms. Nancy Barry reported the 2020 Audit received a clean opinion from auditors, SEK. On a motion by Mr. Phil Briddell properly seconded by Mr. Michael Black, a vote was conducted by roll call, the Board approved the audit as presented. Ms. Hogeman will be sending the approved audit to the County of York and DCED.

**NEW PROJECTS**

Ms. Hogeman presented that the contract for the Logos Academy project is set to expire on April 16, 2021, but they do not expect to have demolition until later in the spring. On a motion by Mr. Briddell, properly seconded by Mr. Countess, a vote was conducted by roll call, and the board approved renewing the Logos Academy project that was set to expire in March of this year.

Ms. Hogeman presented the following information about a new project located at 3 Holly Lane in Glen Rock.

* YCLBA had met with the borough in 2019 and this project was presented as a pipeline project, but due to many factors including mental health services needed, this project was not accepted into the program at that time
* It came back to the YCLBA to discuss ownership status in February 2020, since then the bank foreclosed and in 2021 the deed is being transferred to the Borough in lieu of condemnation
* They will be requesting demolition funding

On a motion by Ms. Heidi Hormel, properly seconded by Ms. Dell, a vote was conducted by roll call, and the board approved accepting the 3 Holly Lane property into the program for analysis.

Ms. Hogeman presented the following information about a new project, the Stewartstown Theater.

* The theatre is vacant and had closed in 1960.
* It is privately owned at this time and will go up for the Sherriff Sale in the fall
* This property will need environmental remediation
* There is no parking available on site
* The deterioration is beyond repair
* Borough council would like to purchase, demolish, and sell as a pad site
	+ Its ultimate re-use is to be determined

On a motion by Mr. Briddell, properly seconded by Mr. Black, a vote was conducted by roll call, and the board approved accepting the Stewartstown Theater property into the program for analysis.

**MEETING CHANGE**

The meeting was shifted immediately to a new Zoom login to account for another meeting occurring at the same time. Notice was given to attendees live about the meeting shift.

**CALL TO ORDER**

Chairman Tom Englerth called the meeting to order at 4:04 p.m., verified each Board member could hear and be heard by all others and noted that a quorum was present.

**PROJECT ANALYSIS**
Ms. Hogeman provided information on three current projects.

Crispus Attucks, Sunny Simpson Playground – Analysis

* On a motion made by Mr. Briddell seconded by Mr. Countess, a vote was conducted by roll call, the Board approved Ms. Hogeman to execute a demolition reimbursement agreement in the amount of $34,750. Chairman Englerth abstained from the vote due to Site Design Concepts consulting on this project.

Homes at Thackston Park – Analysis

* No action was taken on this project to ensure the Project Scoring and Financial Committees have adequate time to evaluate the project.

319-335 George Street, York City - Analysis

* No action was taken on this project to ensure the Project Scoring and Financial Committees have adequate time to evaluate the project.

**ON-GOING PROJECTS**

Ms. Hogeman shared the following updates on the 74 W Main Street and YCP Knowledge Park projects:

74 W Main Street, Windsor

After receiving and reviewing documents, Ms. Hogeman is looking for action to release the demolition funds totaling $20,000 for this project. On a motion by Mr. Briddell, properly seconded by Ms. Hormel, a vote was conducted by roll call, and the board approved the release of funds.

YCP Knowledge Park

After receiving and reviewing documents, Ms. Hogeman is looking for action to release the demolition funds totaling $65,300 for this project. On a motion by Chairman Englerth, properly seconded by Ms. Dell, a vote was conducted by roll call, and the board approved the release of funds. Mr. Briddell abstained from this vote due to his connections with the college.

**GOOD OF THE ORDER**

The group 1740X, having since changed their name to Four Wild and Crazy Guys, has almost completed one of their properties which will be going up for sale soon. They have transferred the deed late in the redevelopment process, so Ms. Hogeman suggests not allowing others in the future to transfer the deed themselves to ensure timeliness. There will be more to come on this proposition at future meetings.

**ADJOURNMENT**

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