

YORK COUNTY LAND BANK AUTHORITY
MEETING MINUTES
February 17, 2022

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, February 17, 2022 commencing at 3:30 p.m. The meeting was conducted using a hybrid model with an in-person and Zoom meeting option. Access for the public to hear the meeting was also available in-person and by telephone. Notice of the hybrid meeting, Zoom link, and telephone number were provided to the public in advance by notice required by law.

The following Authority members were in attendance in the YCEA Board Room:

Michael Black	Phil Briddell
Shanna Terroso	Heidi Hormel
Tim Staub	Felicia Dell
Frank Countess	

Also in attendance were the following: Sarah Doyle, Legal Counsel; and the members of the York County Economic Alliance staff, Kim Hogeman, Director of Strategic Development, Matthew Sechrist, Project Manager, and Marlena Schugt, BLOOM Program Manager.

Guests: Sarah Malinsky from Royal Square Development Corporation; Alexis Campbell, Executive Director of the Horn Farm Center; and Edquina Washington, Housing & Community Development Director of Crispus Attucks

CALL TO ORDER

Vice-Chair Michael Black called the meeting to order at 3:31 p.m., verified each Board member could hear and be heard by all others and noted that a quorum was present in-person.

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

Vice-Chair Michael Black welcomed the Board and guests.

MINUTES

Vice-Chair Michael Black asked if there were any questions or comments on the minutes of the December 2021 meeting, which were circulated prior to the meeting. On a motion by Mr. Phil Briddell, properly seconded by Mr. Tim Staub, a vote was conducted by roll call, the Board approved the minutes as presented.

FINANCIAL STATEMENTS

The financial statements for the months of November 2021, December 2021, and January 2022 were distributed to the board prior to the meeting. Mr. Briddell shared an update on the YCLBA finances. On a motion by Ms. Heidi Hormel, properly seconded by Ms. Felicia Dell, a vote was conducted by roll call, the Board approved the financial statements as presented.

ANNUAL MEETING ITEMS

Nomination of Officers – A nomination of 2022 YCLBA officers provided by the nominating committee was circulated prior to the meeting. No additional nominations or comments were

made. On a motion by Ms. Shanna Terroso, properly seconded by Mr. Briddell, a vote was conducted by roll call, the Board approved the resolution as presented.

Nomination of Legal Counsel – A nomination of 2022 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. On a motion by Mr. Frank Countess, properly seconded by Ms. Dell, a vote was conducted by roll call, the Board approved the resolution as presented.

Nomination of Depository Institution – A nomination of 2022 Depository Institution provided by the nominating committee recommending Traditions Bank was circulated prior to the meeting. There were no additional nominations or comments. On a motion by Ms. Hormel, properly seconded by Mr. Briddell, a vote was conducted by roll call, the Board approved the resolution as presented.

Nomination of Auditor – A nomination of 2022 Auditor provided by the nominating committee recommending SEK CPA & Advisors with William Oyster as CPA representative was circulated prior to the meeting. There were no additional nominations or comments. On a motion by Ms. Terroso, properly seconded by Mr. Staub, a vote was conducted by roll call, the Board approved the resolution as presented.

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 2022 staff support contract. There were no additional nominations or comments. On a motion by Ms. Hormel, properly seconded by Ms. Terroso, a vote was conducted by roll call, the Board approved the resolution as presented.

PROJECT UPDATE

Ms. Hogeman shared the following information regarding the projects currently in the pipeline.

- St. Patrick's Church at 46-48 W. Princess Street
 - Ms. Hogeman introduced Ms. Sarah Malinsky from RSDC to share information about the St. Patrick's Church property
 - The property and building has deteriorated over the past few years. The building is near the church's playground and where they hold youth programs. The project demolition is quoted at \$48,500.
 - CS Davidson has assessed the building and HARB approved the demolition of the building.
 - On a motion by Mr. Frank Countess, properly seconded by Ms. Dell, a vote was conducted by roll call, and the motion was carried to accept this property into the program for analysis. Mr. Briddell was not present in the board room for this roll call vote.
- Horn Farm Center for Agricultural Education Project
 - Ms. Hogeman shared during the last meeting the YCLBA accepted the Horn Farm Center project into the program for analysis. Copies of the analysis were shared with the board prior to the meeting. Demolition costs for this project were estimated to be \$47,000-\$50,000 for interior demolition and stabilization.
 - Mr. Briddell made a motion to permit Ms. Hogeman to negotiate a demolition contract with the Horn Farm Center for up to \$47,800. The motion was properly seconded by Ms. Felicia Dell and a vote was conducted by roll call which resulted in two yes votes, three no votes, and one vote that was not cast, therefore the motion was not carried.

- Additional discussion ensued. Ms. Terroso made a motion to permit Ms. Hogeman to negotiate a demolition contract with the Horn Farm Center for up to \$18,000 which was properly seconded by Ms. Hormel. A vote was conducted by roll call and the motion was carried.
- Sunny Simpson Park
 - The demolition was completed by the total cost came in higher than projected due to increased costs in materials to support the adjacent structure. On a motion by Ms. Dell, properly seconded by Mr. Staub, a vote was conducted by roll call, and the motion was carried to release funds of the increased cost of \$37,538.90 to Crispus Attucks for the Sunny Simpson Park project.

JUDICIAL SALE PURCHASE POLICY

The proposed policy was shared with the board prior to the meeting. Ms. Hogeman shared that discussions with the York County Tax Office about this policy ensued after the 2021 Judicial Sale since YCLBA is able to purchase properties from the sale on behalf of private developers, nonprofits, and municipalities. The draft policy meets the mission of both the YCLBA and the York County Tax Office and has been reviewed and approved by both solicitors. On a motion by Ms. Terroso, properly seconded by Mr. Briddell, a vote was conducted by roll call, and the motion was carried to approve adoption of the Judicial Sale Purchase Policy.

GOOD OF THE ORDER

Ms. Terroso suggested adding to our policy that developers who utilize YCLBA to purchase properties off the judicial sale must pay a fee, or a higher fee than already described, if the developer does not develop the property for its agreed upon use in a certain window of time.

ADJOURNMENT

There being no further business to be brought before the Authority the meeting adjourned at 4:39 p.m.