

YORK COUNTY LAND BANK AUTHORITY
MEETING MINUTES
March 23, 2022

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Wednesday, March 23 2022 commencing at 2:00 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	Heidi Hormel
Tom Englerth	Shanna Terroso
Tim Staub	Felicia Dell

The following Authority members were in attendance via Zoom:

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, Nancy Barry, CFO & Vice President of Operations Matthew Sechrist, Project Manager, and Marlena Schugt, BLOOM Program Manager.

Guests: Sarah Malinsky from Royal Square Development Corporation; Blanda Nace and Sharee McFadden from the City of York

CALL TO ORDER

Chairman Tom Englerth called the meeting to order at 2:01 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

Chairman Englerth welcomed the Board and guests.

MINUTES

Chairman Englerth asked if there were any questions or comments on the minutes of the February 2022 meeting, which were circulated prior to the meeting. On a motion by Mr. Tim Staub, properly seconded by Mr. Michael Black, a vote was conducted by roll call, the Board approved the minutes as presented.

AUDIT APPROVAL

A copy of the audit and accompanying documents was shared with the board prior to the meeting. Ms. Nancy Barry shared the audit received a clean opinion from the auditors. The YCLBA has a net position of just under \$1 million and incomes were up from the year before.

On a motion by Ms. Shanna Terroso, properly seconded by Ms. Heidi Hormel, a vote was conducted by roll call, the Board approved the audit as presented.

FINANCIAL STATEMENTS

The financial statements for the month of February 2022 were distributed to the board prior to the meeting. On a motion by Ms. Hormel, properly seconded by Mr. Staub, a vote was conducted by roll call, the Board approved the financial statements 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
 - The project analysis for this project was circulated to the board prior to the meeting. The demolition cost has been quoted at \$48,500.
 - Ms. Sarah Malinsky shared a draft plan for the property and what the church would like to with the property. She shared that the church is relying on these funds to move forward with their plan.
 - On a motion by Ms. Terroso, properly seconded by Mr. Black, discussion ensued, and a vote was conducted by roll call which resulted in the Board approving Ms. Hogeman to negotiate a demolition contract with RSDC for up to \$24,250.
- Spring Grove Fire Department
 - The project is completed and Ms. Hogeman asked for a motion to complete the funds.
 - On a motion by Ms. Terroso, properly seconded by Ms. Hormel, a vote was conducted by roll call to release demolition funds in the amount of \$42,000 to Spring Grove Borough.
- 450, 452, 454 Wallace
 - The RDA obtained control of these three blighted properties and is looking for demolition funding.
 - 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 the properties of 450, 452, and 454 Wallace into the program for analysis.
- 725-727 South Court
 - The RDA obtained control of these properties and is looking for demolition funding.
 - On a motion by Ms. Heidi Hormel, properly seconded by Mr. Tim Staub, a vote was conducted by roll call, and the motion was carried to accept the properties of 725-727 South Court into the program for analysis.
- Zion Elementary, Fairview Township
 - Fairview Township would like to demolish the structure and create a park and small township building. This project was brought to the YCLBA before, but abatement funds were not acquired at that point. They have since acquired funds for abatement and were quoted \$195,000 for demolition.
 - On a motion by Mr. Black, properly seconded by Ms. Dell, a vote was conducted by roll call and the motion was carried to accept the property into the program for the analysis.

JUDICIAL SALE PURCHASE POLICY

- 148 East Maple
 - The RDA is interested in the YCLBA to purchase this property on their behalf from the 2022 Judicial Sale.
 - On a motion by Ms. Hormel, properly seconded by Mr. Staub, a vote was conducted by roll call, and the motion was carried to negotiate a purchase and development agreement.

AGENDA AMENDMENT

On a motion by Ms. Hormel, properly seconded by Ms. Dell, a vote was conducted by roll call, and the motion was carried to add the Hallam Borough Property to the agenda.

HALLAM BOROUGH PROPETY

Ms. Hogeman shared the following information about the project in Hallam Borough:

- Hallam Borough is working on a project consisting of the demolition of three properties and a steel access bridge that connects the properties to the main road.
- In December of 2020, one of the properties, 299 Frysville, was presented to YCLBA and YCLBA approved Ms. Hogeman to negotiate a demolition contract of up to \$21,500.
- At that time it was noted that the Borough may need to request additional demolition funds for the other two properties, in the form of matching grant dollars.
- Since then, the borough has acquired FEMA and PEMA grant funding as the three properties are in a major flood zone. Now the scope of the project includes demolition of 299 Frysville Rd., demolition of the disabled access bridge, and the 5% matching grant dollars for to demolish the 295 & 297 Frysville Rd properties. Although the scope has increased, the cost of the project has decreased to approximately \$20,990.

On a motion by Ms. Terroso, properly seconded by Mr. Black, a vote was conducted by roll call, and the motion was carried, contingent on further solicitor review, to extend the time of the previously ratified contract with Hallam Borough and to redefine the project scope and keep the amount up to \$21,500.

ANNUAL REPORT

The annual report was circulated to the board prior to the meeting. On a motion by Ms. Terroso, properly seconded by Ms. Dell, a vote was conducted by roll call and the 2021 Annual Report was approved

GOOD OF THE ORDER

There was no business for the good of the order.

ADJOURNMENT

There being no further business to be brought before the Authority the meeting adjourned at 2:53 p.m.