

**YORK COUNTY LAND BANK AUTHORITY  
MEETING MINUTES  
December 15, 2022**

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, December 15, 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:

Tom Englerth	Michael Black
Phil Briddell	Frank Countess
Heidi Hormel	Tim Staub

The following Authority members were in attendance via Zoom:

Felicia Dell	Shanna Terroso
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Also in attendance at the YCEA Board Room was Sarah Doyle, Legal Counsel and the following members of the York County Economic Alliance: Kim Hogeman, Director of Strategic Development; and Marlena Schugt, BLOOM Program Manager.

Guests: Dylan Bauer and Sarah Malinsky of Royal Square Development

**CALL TO ORDER**

Chair Tom Englerth 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 was no comment from the public.

**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 November 2022 meeting, which were circulated prior to the meeting. On a motion by Mr. Phil Briddell, properly seconded by Ms. Heidi Hormel, a vote was conducted by roll call, and the Board approved the minutes as presented.

**FINANCIAL STATEMENTS**

The financial statements for the month of November 2022 were distributed to the board prior to the meeting. Mr. Briddell also shared an update on the YCLBA financials. On a motion by Mr. Tim Staub, properly seconded by Mr. Frank Countess, a vote was conducted by roll call, the Board approved the financial statements as presented.

**NEW PROJECT PRESENTATIONS**

The project analyses for two properties in East Manchester Township, 775 Willow Spring Lane, and 5230 N George St Ext., were circulated to the board prior to the meeting. No action taken during this meeting.

Mr. Dylan Bauer presented the following information regarding a new Royal Square Development project on 204 N George Street. The property is currently underutilized office space and the funds would be used for interior demolition costs to turn the building into 43 market rate 1 bedroom apartments with 65 parking spaces and amenities. On a motion by Mr. Michael Black, properly seconded by Mr. Countess, a vote conducted by roll call, and board approved accepting the program into the program for analysis.

### **CURRENT PROJECT BUSINESS**

Ms. Hogeman shared the follow updates regarding projects in the pipeline

- Dallastown Demolition Contract Extension
  - The demolition on the property is complete and they are working on submitting paperwork, but the contract expired in November.
  - On a motion by Ms. Hormel, properly seconded by Mr. Black, a vote was conducted by roll call, and the board approved extending the demolition contract for six months.
- Dallastown Reimbursement Request
  - On a motion by Ms. Hormel, properly seconded by Mr. Black, a vote was conducted by roll call and the board approved releasing demolition funds in the amount of \$11,000 pending confirmation of all required documentation.
- 46-48 Princess Street Reimbursement Request
  - On a motion by Mr. Staub, properly seconded by Mr. Countess, a vote was conducted by roll call and the board approved releasing demolition funds in the amount of \$24,250 pending confirmation of all required documentation.

### **GOOD OF THE ORDER**

Chair Englerth shared the Homes Within Reach Conference earlier this month was a success, and many attendees were interested in hearing about YCLBA and their successful use of the Act 152 funds.

### **ADJOURNMENT**

There being no further business to be brought before the Authority the meeting adjourned at 4:06 p.m.