

**YORK COUNTY LAND BANK AUTHORITY**  
**MEETING MINUTES**  
**April 20, 2023**

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, April 20 2023, 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  
Heidi Hormel  
Shanna Terroso

Phil Briddell  
Frank Countess

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:

Laura O’Grady and Brian Grimm, York Day Early Learning  
Aaron and Steve Buffington, Buffington Development Company

**CALL TO ORDER**

Chair Tom Englerth called the meeting to order at 3:34 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 was no comment from the public.

**CHAIR COMMENTS**

Chair Tom Englerth welcomed the Board and guests.

**MINUTES**

Chair Tom Englerth asked if there were any questions or comments on the minutes of the March meeting, which were circulated prior to this meeting. On a motion by Mr. Phil Briddell, properly seconded by Mr. Frank Countess, a vote was conducted by roll call, and the Board approved the minutes as presented.

**FINANCIAL STATEMENTS**

The financial statements for March 2023 were distributed to the board prior to the meeting. Mr. Briddell also shared an update on the YCLBA financials. On a motion by Ms. Heidi Hormel, properly seconded by Ms. Shanna Terroso, a vote was conducted by roll call, the Board approved the financial statements as presented.

**QUARTERLY PROJECT APPROVAL**

The analyses for the projects were distributed to the board prior to the meeting.

- 600-630 S. Pine
  - On a motion by Ms. Terroso, properly seconded by Ms. Hormel, a vote was conducted by roll call, and the Board unanimously approved staff to negotiate a

demolition contract of up to \$33,000. Mr. Countess abstained as he is the property owners real estate broker of record.

- 245 E. Cottage Place
  - On a motion by Ms. Terroso, properly seconded by Ms. Hormel, a vote was conducted by roll call, and the Board unanimously approved staff to negotiate a demolition contract of up to \$11,300. Mr. Countess abstained as he is the property owners real estate broker of record.
- Lebanon Cemetery
  - On a motion by Ms. Briddell, properly seconded by Chair Englerth, a vote was conducted by roll call, and the Board unanimously approved staff to negotiate a demolition contract of up to \$25,000.
- York Day Early Learning
  - On a motion by Ms. Briddell, properly seconded by Ms. Terroso, a vote was conducted by roll call, and the Board unanimously approved staff to negotiate a demolition contract of up to \$15,000.

### **DCED REPORTING – 2022 AUDIT UPDATE**

Ms. Hogeman shared that the 2022 audit has been completed but has not been reviewed by Ms. Barry and will be presented in May. An extension was filed with DCED with no concerns.

### **JUDICIAL SALE UPDATE**

Ms. Hogeman shared Elite is requesting to purchase two properties through YCLBA from the upcoming Judicial Sale in June. On a motion by Ms. Hormel, properly seconded by Ms. Terroso, a vote was conducted by roll call, and the Board unanimously approved staff to enter into a purchasing and transfer agreement with Elite for the two proposed properties.

- 250 Dewey Street
- 1665 Lisburn Rd.

### **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 4:33 p.m.