

**YORK COUNTY LAND BANK AUTHORITY**  
**MEETING MINUTES**  
**May 18, 2023**

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, May 18 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  
Felicia Dell  
Michael Black

Tim Staub  
Shanna Terroso  
Phil Briddell

The following Authority members were in attendance via Zoom

Frank Countess

Heidi Hormel

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

**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.

**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 April meeting, which were circulated prior to this meeting. On a motion by Mr. Frank Countess, properly seconded by Ms. Felicia Dell, a vote was conducted by roll call, and the Board approved the minutes as presented.

**FINANCIAL STATEMENTS**

The financial statements for April 2023 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. Mike Black, a vote was conducted by roll call, the Board approved the financial statements as presented.

**PROJECT UPDATE**

- 5230 N. George St

- Ms. Kim Hogeman shared the demolition for this project has been completed and all documentation has been received. On a motion by Ms. Dell, properly seconded by Ms. Shanna Terroso, a vote was conducted by roll call, and the Board approved releasing the demolition funds in the amount of \$21,790.

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

Ms. Nancy Barry shared an update in regard to the 2022 audit. The draft audit was shared with the board prior to the meeting and received a clean report from the independent auditors. On a motion by Mr. Phil Briddell, properly seconded by Ms. Dell, a vote was conducted by roll call, the Board approved the audit as presented.

### **JUDICIAL SALE UPDATE**

Ms. Hogeman shared YCLBA will be purchasing five properties for the Redevelopment Authority of the City of York and two properties for Elite. Contracts had already been approved for these properties during prior meetings.

### **GOOD OF THE ORDER**

Ms. Hogeman shared the YCLBA will be presented to the York County Planning Commission Local Government Advisory Committee and an article will be shared in their upcoming newsletter. Ms. Hogeman also reported that the 2022 annual report has been finalized and was shared electronically in the meeting packets. This report will be submitted to DCED and the County Commissioners, along with the 2022 audit, before the end of May.

### **ADJOURNMENT**

There being no further business to be brought before the Authority the meeting adjourned at 3:49 p.m.