

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

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

Tim Staub  
Phil Briddell

Shanna Terroso  
Felicia Dell

The following Authority members were in attendance via Zoom

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; Marlena Schugt, BLOOM Program Manager; and Bronley Martin, Urban Revitalization Manager.

**CALL TO ORDER**

Secretary Frank Countess 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**

Secretary Countess welcomed the Board and guests.

**MINUTES**

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

**FINANCIAL STATEMENTS**

The financial statements for June 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. Briddell, properly seconded by Ms. Felicia Dell, a vote was conducted by roll call, the Board approved the financial statements as presented.

**PROJECT UPDATE**

- Fairview Twp Reimbursement
  - Ms. Hogeman shared the demolition for this project has been completed and all documentation has been received. On a motion by Mr. Staub, 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 \$99,000.

- York City Reimbursement
  - Ms. Kim Hogeman shared the demolition for this project has been completed and all documentation has been received. The City of York is requesting YCLBA to consider abatement as part of the reimbursable demolition costs. The board discussed the request in open session with guidance from Solicitor Doyle. Since abatement costs have been declined in all previous demolition funding approvals, the request was denied at this time. The YCLBA will consider making this change in their policies & procedures in the future, but not at this time.
  - On a motion by Mr. Briddell, properly seconded by Ms. Terroso, a vote was conducted by roll call, and the Board approved releasing the demolition funds in the amount of \$128,200.

### **NEW PROJECT PRESENTATION**

- Ms. Hogeman shared Inch & Co. is proposing a Sports Complex in North York Borough and is seeking demolition funds. On a motion by Ms. Terroso, properly seconded by Mr. Frank Countess, a vote was conducted by roll call, and the Board approved the project entering the YCLBA pipeline for analysis.

### **STRATEGIC PLAN UPDATE**

Ms. Hogeman will be sharing an update on the strategic plan via email to YCLBA.

### **GOOD OF THE ORDER**

Ms. Hogeman shared information about the following events

- Wednesday, July 26 at 4:00pm - 325 W Market Street Open House
  - Property was in the YCLBA process and received demolition funding
- Thursday, August 17 at 11:45am - Lunch and Learn in the YCEA Board Room discussion on Right to Know and Sunshine Law

### **ADJOURNMENT**

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