

**YORK COUNTY LAND BANK AUTHORITY**  
**MEETING MINUTES**  
**May 16, 2024**

A meeting of the York County Land Bank Authority (“YCLBA”) was held on Thursday, May 16, 2024, 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
Phil Briddell	Mike Black
Frank Countess	

The following Authority members were in attendance via Zoom:

Shanna Terroso

Jason Sabol, Legal Counsel, and the following members of the York County Economic Alliance: Nancy Barry, CFO/Vice President of Operations; Bronley Martin, Urban Revitalization Manager; Brendan Salyards, Economic Initiatives Manager; Marlena Schugt, BLOOM Program Manager.

**CALL TO ORDER**

Chair Tom Englerth called the meeting to order at 3:32 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 the 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 February meeting, which were circulated prior to this meeting. On a motion by Mr. Mike Black, 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 February, March, and April were distributed to the board prior to the meeting. Mr. Phil Briddell also shared an update on the YCLBA financials. On a motion by Mr. Phil Briddell, properly seconded by Ms. Heidi Hormel, a vote was conducted by roll call, the Board approved the financial statements as presented.

**2023 YCLBA AUDIT**

Ms. Nancy Barry reviewed the 2023 YCLBA Audit with the board and shared the auditors determined it presents fairly in all respects and received a clean opinion. On a motion by Mr. Briddell, properly seconded by Ms. Hormel, a vote was conducted by roll call, the Board approved the 2023 YCLBA audit as presented.

### **TRAIL TOWNS GRANT APPLICATIONS**

Mr. Brendan Salyards and Ms. Marlena Schugt shared information regarding the Trail Towns Façade Grant Program and Blight Remediation Grant Program. Out of the 22 applications submitted requesting over \$400,000, there were 3 applications where the property met the definition of blight and required demolition as part of the project scope. Summaries and photos of the projects were circulated to the board for review.

On a motion by Mr. Briddell, properly seconded by Mr. Black, a vote was conducted by roll call, the Board approved staff negotiating a demolition contract up to \$6,500 for the 52 Main St property in Seven Valleys, pending receiving any additional required documentation.

On a motion by Mr. Briddell, properly seconded by Mr. Countess, a vote was conducted by roll call, the Board approved staff negotiating a demolition contract up to \$2,400 for the 48 W Philadelphia property in the City of York, pending receiving any additional required documentation.

On a motion by Mr. Briddell, properly seconded by Mr. Countess, a vote was conducted by roll call, the Board approved staff negotiating a demolition contract up to \$10,000 for the 164-166 W Market St property in the City of York, pending receiving any additional required documentation.

### **STRATEGIC PLAN UPDATE**

Chair Englerth asked staff to review the strategic plan and bring any comments to the next YCLBA meeting.

### **GOOD OF THE ORDER**

There were no additional comments from the board.

### **ADJOURNMENT**

There being no further business to be brought before the Authority the meeting was adjourned at 4:13 p.m.