

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
JANUARY 24, 2023
AT 4:00 P.M.
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Land Bank Authority met Tuesday, January 24, 2023. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Lancaster, and via Zoom Videoconference.

Members of the Board in attendance: Jim Eby, Ed Fisher, Jim Williams, Mike Callahan, Melinda Kaufman, Gerald Robinson and Christopher Boyd.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Deb Jones, Director of Human Services and the Office for the Coalition; Michael Brightbill, Director Finance & Administration; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn Ritchey, Manager Planning & Resource Development; Rachel Valmonte, Compliance Manager, Monica Dixon-Howard, Human Resources Manager; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: John Trescot, *Lancaster County Commissioner*

Mr. Jim Eby called the meeting to order at 4:02 p.m.

Public Comments – None

Mr. Jim Eby, Chair, listed the names of the 2022 officers and Mr. Callahan moved to continue with the current slate for 2023. Ms. Kaufman seconded the motion, and the Board unanimously re-elected Mr. James Eby, Chair; Mr. James Williams, Vice-Chair; Mr. Gerald Robinson, Esq., Treasurer; and reappointed Beth Dreyer-DeGoede as Secretary.

The motion was made by Mr. Williams, second by Mr. Boyd and passed unanimously to appoint the firm of *Stevens & Lee* as General Counsel for the Lancaster County Land Bank Authority, the firm of *Blakinger Thomas* as Solicitor for Acquisition/Disposition of Property.

Minutes of the December 20, 2022 meeting were approved. The motion was made by Mr. Boyd, second by Ms. Kaufman, and unanimously accepted.

Communications – None

Staff Reports: Ms. Michaela Allwine reported that the Land Bank is very busy. They are in the process of acquiring 3 new properties, recently acquired 2 new properties 1 has an RFP out for demolition. The property in Manheim is under a Purchase and Development Agreement and will be sold to the selected developer during the month of March, and the property in Denver will be put under a Purchase and Development Agreement in the coming month or so. She noted that Elizabethtown Borough and East Lampeter Township are interested in being members of the Land Bank Authority as well.

The Financial Report for December 2022 was approved on a motion by Mr. Callahan, second by Mr. Robinson, and unanimously accepted. Mr. Jim Eby asked for some details and Mr. Brightbill provided clarification. Mr. Callahan noted that there was a lot of PHARE funding and wondered if other funding sources were being pursued. Ms. Allwine noted that they were applying for other funding and fundraising. Ms. Ritchie noted that the funds from the sale of Land Bank properties goes back into the Land Bank as unrestricted funds.

Committee Reports – The committee did meet to review the Denver project.

Unfinished Business – None

New Business:

1) The Board approved an intergovernmental cooperation agreement between the Lancaster County Land Bank Authority and the Borough of Elizabethtown and the Elizabethtown Area School District. The motion to approve was made by Ms. Kaufman, second by Mr. Williams, and unanimously carried. (A copy of said Resolution [JAN 23 #1] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Lancaster County Land Bank Authority to authorize the Chairman of the Board to execute the *Inter-Governmental Cooperation Agreement* between the Lancaster County Land Bank Authority, and the Borough of Elizabethtown and Elizabethtown Area School District.

Other Business: Mr. Eby announced that the next meeting of the Board of the Lancaster County Land Bank Authority is expected to be held Tuesday, **February 28, 2023** at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square, Suite 100, at **4:00 p.m.**

The meeting was adjourned at 4:22 p.m.

Beth A. Dreyer-DeGoede, Secretary