

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
JANUARY 26, 2021
VIA ZOOM VIDEO CONFERENCING
28 PENN SQUARE, SUITE 200
LANCASTER, PA 18603**

The members of the Board of the Lancaster County Land Bank Authority met Tuesday, January 26, 2021. The Board meeting was held via the Zoom held via the Zoom Platform.

Members of the Board in attendance: Jim Eby, Dennis Groff, Ed Fisher, Jim Williams, and Laura Lyon Slaymaker.

Staff members present were: Matthew Sternberg, Executive Director; Terry Danforth, Tenant Services Director; Michael Brightbill, Controller; Justin Eby, Housing & Community Development Director; Aimee Tyson, Planning & Compliance Manager; Michaela Allwine, Housing Programs Manager; Jocelynn Ritchey, CDBG Program Specialist; Glenda Machia, Resource Development Manager; and Marian Joyce, Secretary.

Also in attendance: Ryan Hoke, *311 Harrisburg Ave.*, Kevin Miller, Architect.

Mr. Jim Eby called the meeting to order at 4:00 p.m.

Public Comments – None

Minutes of the December 15, 2020 meeting were approved. The motion was made by Ms. Lyon Slaymaker, second by Mr. Williams, and unanimously accepted.

Communications – None

Executive Director's Report: Mr. Sternberg provided a brief oral project-overview report for both Land Bank and Redevelopment properties. He answered a question from Mr. Jim Eby, Chair, about the revised Developer Agreement for 494 Manor Street, Columbia.

Ms. Allwine, Housing Programs Manager, updated the Board on the status of properties in Columbia, Denver and Manheim. Mr. Williams had contacted the Library to confirm that they were no longer using the Firehouse building as a Book-Dropoff.

Mr. Justin Eby, Housing & Community Development Director, and Ms. Allwine answered further questions about the Firehouse, potential investors, and the insurance company lease, from Mr. Williams & Mr. Jim Eby, Board Chair.

Mr. Justin Eby complimented Mr. Steve Kaufhold, Technical Resources Coordinator for the Authority, stating that prospective investors had noted how Steve had represented the organization well when showing the properties and had been wonderful to work with.

Mr. Jim Eby, Board Chair, requested that the Audit be placed on next month's Agenda to allow Board Members more time to review the report.

The Financial Reports for the months of November and December 2020 were approved on a motion by Mr. Williams, second by Ms. Lyon Slaymaker, and unanimously accepted.

Mr. Brightbill, Controller, referred the Board to his written report and summarized the highlights, stating that *all receivables were in*. He made one administrative correction under Rent Receivable in his Memo: the Denver tenant is a Mexican Restaurant, not a Pizza Shop.

Nominating Committee - Election of Officers: Mr. Jim Eby, Chair, stated that there had been one change to the Slate of Officers. Mr. Gerald Robinson had requested to be replaced as Treasurer, and Ms. Laura Lyon Slaymaker had agreed to serve in his stead. On a motion by Mr. Williams, second by Mr. Groff, the Board elected the following slate of officers:

Mr. James R. Eby, *Chair*; Mr. Frank A. Christoffel, *Vice-Chair*; Ms. Laura Lyon Slaymaker, *Treasurer*; and reappointed Marian C. Joyce as *Secretary*.

Unfinished Business – None

New Business – None

Other Business: Mr. Jim Eby announced that the next meeting of the Board of the Lancaster County Land Bank Authority is expected to be held Tuesday, **February 23, 2021**, at **4:00 p.m.**

The meeting was adjourned at 4:18 p.m.

Marian C. Joyce, Secretary