

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
FEBRUARY 22, 2022
VIA ZOOM VIDEO CONFERENCING
28 PENN SQUARE, SUITE 200
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Land Bank Authority met Tuesday, February 22, 2022. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Suite 200. and via Zoom Video Conference.

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

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Director Finance & Administration; Audrey Steinmetz, Tenant Services Manager; Rachel Valmonte, Compliance Manager; Jocelynn Ritchey, Manager Planning & Resource Development; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; Deb Jones, Human Services Director & *Lancaster County Homeless Coalition*; Jody Heinrich, Melina Godshall, and Marjorie Shaffer from *Lancaster County Homeless Coalition*; and Marian Joyce, Secretary.

Also in attendance: Tim Stuhldreher, Editor from *OneUnitedLancaster.com*; Hilda Sierra Marrero; Kevin Progar, Senior Project Manager from *UPMC*; and Kevin Ressler, CEO, *United Way of Lancaster*.

Mr. Jim Eby called the meeting to order at 4:05 p.m.

Mr. Justin Eby, Executive Director, introduced the two new Board Members, Ms. Melinda Kaufman, and Mr. Mike Callahan and provided some biographical details for other members.

Public Comments: Mr. Justin Eby noted that there were members of the public present, both via Zoom and in person.

Mr. Jim Eby, Chair, listed the names of the 2021 officers and moved to nominate Mr. Jim Williams as Vice Chair with other current Land Bank officers continuing in their positions. Mr. Fisher 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 Marian Joyce as Secretary.

The motion was made by Mr. Williams, second by Mr. Fisher 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 21, 2021 meeting were approved. The motion was made by Mr. Jim Williams, second by Mr. Fisher, and unanimously accepted.

Communications – None

Executive Director's Report: Mr. Justin Eby referred the Board to his written report and then turned the meeting over to staff members, Ms. Allwine and Mr. Krumpe. They did an online photographic presentation to show the status of current projects and provide context for incoming Board members, and also answered questions from Mr. Fisher and Mr. Jim Eby.

The Financial Reports for the months of November and December 2021 and January 2022 were approved on a motion by Mr. Williams, second by Mr. Fisher, and unanimously accepted. Mr. Brightbill, Director Finance & Administration, referred the Board to the written report and highlighted different sections for incoming members. He and Ms. Allwine answered a question on Loan Receivables for the Chair.

Committee Reports: Mr. Jim Eby, Chair, stated that there had not been a formal committee meeting in February, but there will be a meeting of the Project Review Committee in March regarding the Columbia properties, in addition to the usual online sharing.

Unfinished Business – None

New Business:

1) The Board authorized acquisition of 143, 149, 151, and 153 Stump Avenue in the Borough of Columbia. Ms. Allwine, Director Housing and Community Development, provided background on the four contiguous lots and their history. She noted that Mr. Krumpe had done the due diligence regarding back taxes etc. Mr. Jim Eby, chair reminded the Board that this was also contingent on approval by the Columbia School Board and Columbia Borough. The motion to approve was made by Mr. Fisher, second by Mr. Williams, and unanimously carried. (A copy of said Resolution [Feb 22 #1] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Lancaster County Land Bank Authority that:

1. The Land Bank is hereby authorized to acquire the properties at 143-153 Stump Avenue;
2. Acquisition of this property is contingent on the approval of Columbia Borough Council and Columbia School Board;
3. The Land Bank is hereby authorized to use PHARE Funds in an amount not to exceed THIRTY FOUR THOUSAND EIGHT HUNDRED SEVENTY AND 00/100 (\$34,870) for the purchase of the property at 143 Stump Avenue, NINETEEN THOUSAND EIGHT HUNDRED AND 00/100 (\$19,800.00) for the purchase of the property at 149 Stump Avenue, NINETEEN THOUSAND SIX HUNDRED NINETY AND 00/100 (\$19,690.00) for the property at 151 Stump Avenue, and NINETEEN THOUSAND SIX HUNDRED NINETY AND 00/100 (\$19,690.00) for the property at 153 Stump Avenue through a negotiated sale with the property owner.
4. The Executive Director of the Land Bank is hereby authorized and directed to execute all documents on behalf of the Land Bank which may be necessary or desirable to further the intent of this Resolution.

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, **March 22, 2022** at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square, Suite 200, at **4:00 p.m.**

The meeting was adjourned at 4:49 p.m.

Marian C. Joyce, Secretary