

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
FEBRUARY 28, 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, February 28, 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, and Melinda Kaufman.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Director Finance & Administration; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn Ritchey, Manager Planning & Resource Development; Rachel Valmonte, Compliance Manager, Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; Jody Heinrich, Grants Manager; Yolanda Hunter, Homelessness Systems Operations Manager; Christopher Thomas, Data Quality Manager; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*

Mr. Jim Eby called the meeting to order at 4:04 p.m.

Public Comments – None

Minutes of the January 24, 2023 meeting were approved. The motion was made by Mr. Williams, second by Mr. Fisher, and unanimously accepted.

Communications – None

Staff Reports: Ms. Michaela Allwine reported that the Manheim Fire House is under a Purchase and Development Agreement and will be sold to the selected developer during the month of March, as well as S. 5th Street in Columbia. She noted that Elizabethtown Borough and East Lampeter Township are continuing to move toward membership with the Land Bank Authority. She will let the board know about any upcoming events.

The Financial Report for January 2023 was approved on a motion by Mr. Fisher, second by Mr. Williams, and unanimously accepted. Mr. Brightbill reported on details.

Committee Reports – None

Unfinished Business – None

New Business:

The Board adopted New Business items 1 through 3 under one motion by Mr. Williams, second by Mr. Fisher and unanimously carried.

1) The Board approved the acquisition of 52 S. 8th Street in the Borough of Columbia using CDBG funds. Mr. Krumpe noted that this was a bank owned property that needed rehabilitation. (A copy of said Resolution [FEB 23 #2] 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 property at 52 S. 8th Street;
2. The Land Bank is hereby authorized to use CDBG Funds in an amount not to exceed \$86,560 for the purchase of the property at 52 S. 8th Street through a negotiated sale with the property owner.
3. 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.

2) The Board approved the acquisition of 30 N. 7th Street in the Borough of Columbia using CDBG funds. Mr. Krumpe noted that this was also a bank owned property that needed rehabilitation. (A copy of said Resolution [FEB 23 #3] 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 property at 30 N. 7th Street;
2. The Land Bank is hereby authorized to use CDBG Funds in an amount not to exceed \$72,600 for the purchase of the property at 30 N. 7th Street through a negotiated sale with the property owner.
3. 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.

3) The Board approved the acquisition of 612 Franklin Street in the Borough of Columbia using CDBG funds. Mr. Krumpe noted that a case worker reached out to him about the property because the tenant cannot live there anymore. Mr. Jim Eby asked about the property. It is a detached 1 ½ story home. They have not been inside yet, but it will need rehabilitation. (A copy of said Resolution [FEB 23 #4] 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 property at 612 Franklin Street;
2. The Land Bank is hereby authorized to use CDBG Funds in an amount not to exceed the property's appraised value for the purchase of the property at 612 Franklin Street through a negotiated sale with the property owner.
3. 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. Eby announced that the next meeting of the Board of the Lancaster County Land Bank Authority is expected to be held Tuesday, **March 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 4:14 p.m.

Beth A. Dreyer-DeGoede, Secretary