

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
JULY 27, 2021
28 PENN SQUARE, SUITE 200
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Land Bank Authority met Tuesday, July 27, 2021. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Suite 200, and via Zoom Videoconference.

Members of the Board in attendance: Jim Eby, Ed Fisher, Jim Williams, and Gerald Robinson.

Staff members present were: Justin Eby, Executive Director; Ms. Terry Danforth, Tenant Services Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Controller; Aimee Tyson, Planning and Compliance Manager; Jocelynn Ritchey, CDBG Program Specialist; Audrey Steinmetz, Tenant Services Manager; and Marian Joyce, Secretary.

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

Public Comments – None

Minutes of the June 22, 2021 meeting were approved. The motion was made by Mr. Williams, second by Mr. Robinson, and unanimously accepted.

Communications – None

Executive Director's Report: Mr. Justin Eby referred the Board to his written report. He also described a presentation he and Ms. Allwine gave to F&M College students via the Public Service Summer Intern Program. They met in Columbia and toured some of the Authorities' projects. Students were impressed by the array of programs and initiatives the Authority is involved in.

The Financial Report for the month of June was approved on a motion by Mr. Fisher, second by Mr. Robinson, and unanimously accepted. Mr. Brightbill, Controller, referred the Board to the written report, noting the ongoing business rental income from the Manheim and Denver properties.

Committee Reports: Mr. Jim Eby, Board Chair, reported on the Project Review Committee tour of 494 Manor Street, Columbia, stating that they were especially happy with the rehab into a single-family home. He and staff answered a request from Mr. Fisher for a recap of the project. Summary: the goal of the Land Bank has been met; building is completed to everyone's satisfaction, and it is now back on the tax rolls.

Ms. Aimee Tyson, Planning and Compliance Manager, informed the Board that the Authority was considering an RFP to find a qualified Certified Staff member to meet the requirements of the State Historic Preservation Office (SHPO). This Certified Staff member could then compile the information required by SHPO to obtain permission to demolish 336 Main Street in Denver Borough. Board members Fisher and Eby provided input.

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, **August 24, 2021** at **4:00 p.m. via Zoom** OR at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square.

The meeting was adjourned at 4:23 p.m.

Marian C. Joyce, Secretary