

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
AUGUST 23, 2022
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, August 23, 2022. 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, Christopher Boyd, Mike Callahan, Ed Fisher, Melinda Kauffman, Gerald Robinson and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Director Finance & Administration; Deb Jones, Director of Human Services and the Homelessness Coalition; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn Ritchey, Manager Planning & Resource Development; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; Rachel Valmonte, Compliance Manager; Steve Kaufhold, Technical Services Coordinator; Marian Joyce, Administrative Assistant and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Chief Ed Cunningham, *Reentry Coalition*; Judith Erb, *Reentry Coalition*, Charles Suhr, *Stevens & Lee*; Commissioner John Trescot, *Lancaster County*; Keith Simmons, *community member*; Dareda Bennett, *community member*.

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

Public Comments – None

Minutes of the July 26, 2022 meeting were approved. The motion was made by Mr. Robinson, second by Ms. Kauffman, and unanimously accepted.

Communications – None

Staff Reports: Ms. Michaela Allwine reported that they are working on a parking variance for the Manheim Fire House and that the tenant has vacated the property. Demolition is complete for 2 of the properties on 5th St. in Columbia. They found an unidentified substance on the 3rd property slated for demolition and needed to do an analysis before proceeding. They plan to hold a fall event with Habitat for Humanity for developing these sites. The State Historic Preservation Office is moving forward with the property in Denver. They sold the 551 Ave. H property in Columbia to a development team.

Mr. Jim Eby joined the meeting at 4:05 pm and Mr. Williams passed control of the meeting to him.

The Financial Report for July 2022 was approved on a motion by Mr. Williams, second by Ms. Kauffman, and unanimously accepted. Mr. Brightbill, Director Finance & Administration, noted the expenses for demolition.

Committee Reports – none

Unfinished Business – None

New Business:

The Board adopted New Business items 1 and 2 under one motion by Mr. Fisher, second by Mr. Callahan and unanimously carried.

1) The Board approved a resolution authorizing the acquisition of 156 South Fifth Street in the Borough of Columbia using PHARE funds. Mr. Sean Krumpe provided background. They will be able to put 4 semi-detached units on these properties. The current structures have fire damage and need to be demolished. (A copy of said Resolution [Aug 22 #9] 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 156 S. 5th Street;
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 FORTY-SEVEN THOUSAND AND 00/100 DOLLARS (\$47,000.00) for the purchase of the property at 156 S. 5th Street through negotiated sale with the homeowner.
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.

2) The Board approved a resolution authorizing the acquisition of 154 South Fifth Street in the Borough of Columbia using PHARE funds. Mr. Krumpe provided background. (A copy of said Resolution [Aug 22 #10] 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 154 S. 5th Street;
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 SIXTY-FOUR THOUSAND FOUR HUNDRED SIXTY AND 00/100 DOLLARS (\$64,460.00) for the purchase of the property at 154 S. 5th Street through negotiated sale with the homeowner.
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.

3) The board approved a resolution approving an Intergovernmental Cooperation Agreement between the Lancaster County Land Bank Authority and the Borough of Ephrata and the Ephrata Area School

District. Mr. Krumpke provided background. This is a standard agreement which allows the Land Bank to work in the Ephrata Borough. Ms Allwine answered a question from Commissioner Trescot and listed the boroughs and townships currently covered by the Land Bank. The motion to approve was made by Mr. Williams, second by Ms. Kauffman, and unanimously carried. (A copy of said Resolution [Aug 22 #11] 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 Ephrata and Ephrata Area School District.

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, **September 27, 2022** 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 4:16 p.m.

Beth A. Dreyer-DeGoede, Secretary