

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
AUGUST 27, 2024
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 27, 2024. 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, Mike Callahan, Melinda Kaufman and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Deb Jones, Director of Human Services; Monica Dixon-Howard, Director of Human Resources; Rachel Valmonte, Compliance Manager; Sean Krumpe, Community Development Program Manager; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*; Rhonda Harrison, *Redevelopment Fund, Inc. board member*; and Marisol Maldonado, *community member*.

Mr. Jim Eby called the meeting to order at 4:06 p.m.

Public Comments – None

Minutes of the June 2024 meeting were approved. The motion was made by Mr. Williams, second by Ms. Kaufman, and unanimously accepted.

Communications – None

Staff Reports: Mr. Krumpe noted that work at 318 Poplar St. in Columbia should be finished this week. Then they will work with Tenfold to find a new owner. 612 Franklin St. in Columbia is nearly completed. Mr. Jim Eby asked if he was able to see it. Mr. Krumpe was uncertain but will find out and let him know. He will provide before and after photos for each of the properties.

The construction at 336 Main St. in Denver is moving along with an expected completion date of March 2025. It will have 4 units and a restaurant. The Manheim Fire House is moving very quickly with an expected completion of mid-October 2024.

Mr. Jim Eby asked about Elizabethtown area properties. Mr. Krumpe is having difficulty connecting with the property owners there. If they do not receive any communication, it is possible the properties could go through the Vacant Property Reinvestment Board. Mr. Jim Eby asked if the municipalities were up-to-date on payments for Land Bank membership, Mr. Krumpe is working on it.

The Financial Reports for June and July 2024 were approved on a motion by Ms. Kaufman, second by

Mr. Callahan, and unanimously accepted. Mr. Fredo noted that June was a catch-up month and they received membership payment from Elizabethtown borough.

Committee Reports - None

Unfinished Business: None

New Business:

- 1) The board approved a contract with Polcari & Company Certified Public Accountants to perform audit services. Mr. Fredo noted that we put out a Request for Proposals in July. There were 3 responses but 1 backed out. He chose our current auditor as they were knowledgeable about our accounts and less expensive than the other. The motion to approve was made by Mr. Fisher, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [AUG 24 #4] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Lancaster County Land Bank Authority to accept the proposal from Polcari & Company, Certified Public Accountants to perform audited services from 2024 – 2025 with options for 2026 – 2028 and to authorize the Executive Director or Finance Director to execute any and all documents with Polcari & Company for professional services as provided in the submitted proposal.

Other Business: Mr. Jim Eby asked about the 2023 audit that was just completed. Mr. Justin Eby said that Polcari & Company is happy to give a presentation to the board if they would like it. Mr. Callahan said he would be interested. It will be scheduled for a future meeting.

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 24, 2024** 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 4:21 p.m.


Beth A. Dreyer-DeGoede, Secretary