

**BLIGHTED PROPERTY REVIEW COMMITTEE  
REGULAR MEETING  
November 16, 2023**

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The regular meeting of the Blighted Property Review Committee (BPRC) was held on Thursday, January 18, 2024, at 11:30 AM in Council Chambers of the City of Warren Municipal Building, 318 W. Third Avenue, Warren, PA.

**ROLL CALL**

Committee member Maurice Cashman called the meeting to order. Members present included Fire Chief Dave Krogler, and Douglas Hearn. Vice Chair Denise Whipp entered late. Ray Pring was excused. Also present, Mike Holtz, City Manager; Randall Rossey, Director of Codes and Planning; Scott Taylor, Code Enforcement Officer; Jessica Trumbull, Codes and Recording Secretary.

**ACKNOWLEDGEMENT OF VISITORS**

Josh Cotton - representing the Warren Times Observer  
Richard Johnson-Johnson Family Trust-7 Madison Street  
Mike Donahue-500 Water Street apartment 7

**APPROVAL OF AGENDA**

Upon a motion by Mr. Hearn and a second by Mr. Cashman, the agenda for the Thursday, January 18th, 2024, meeting was approved, with those in attendance also in favor.

**MOTION TO AMEND THE AGENDA AND STATEMENT OF PURPOSE FOR THE AMENDMENT**

Agenda stands as presented.

**APPROVAL OF MINUTES**

Upon a motion by Chief Krogler and a second by Mr. Hearn, the minutes from the November 16th, 2023, meeting were unanimously approved as presented.

**CORRESPONDENCE**

There was no correspondence to come before the Committee.

**Election of Officers**

Mr. Cashman made a motion to keep the current officers, Chair Ray Pring and Vice Chair Denise Whipp as is. With a second by Chief Krogler the motion was carried unanimously.

**CONSIDERATION OF 1<sup>st</sup> DECLARATION OF BLIGHT**

**7 Madison Avenue** – Mr. Taylor states that this property is a duplex with #7 on the left and #9 on the right. This property was posted as condemned in 2018. Property was sold and NOV closed. Mr. Taylor reports that after the new administration took over in the Codes Department this property was noticed because the condemned signs were visible. A further investigation found that there were no utilities, all meters were removed and that there had been no abatement taking place. Mr. Johnson reports that he has been working on the inside of the home and that new windows have been ordered. He will be working on the electric and on the furnace. He reports that all roaches and bed bugs have been eliminated. He is hoping to have the property completed so that it will be habitable within the next 6 months. He also stated that he is working on these things on his own, so it is taking a while to complete. Mr. Cashman made a motion to have a verbal update from Mr. Taylor every other month unless the work is not being completed and then the Committee will add this property back into the agenda for review. Chief Krogler seconded the motion. All present were in favor.

**500 Water Street** - Mr. Taylor reported that this property is a multi-unit apartment building with apartment 7 being the one in question. He further states that there have been no updates since last summer. The last reports were that the tenant was evicted and the Humane Society, with help from Mr. Donahue, removed 14 cats from the apartment. The Codes Department has received many complaints about the clutter and materials that are laying on the ground outside the building. Mr. Taylor reports that the building is serviced by 1 water company, 1 electric company and 1 gas company and all meters show that the utilities are currently on. Mr. Taylor stated that there have been no permits obtained to prove that any work has been done and due to the unsanitary conditions, this apartment was condemned and does fall under Blight status. Mr. Donahue states that he bought the building about a year ago. The original owner passed away and the building was left to his parents. The parents divorced, which took time for Mr. Donahue to even get into the property to assess the situation that he was informed of. Unfortunately, he did not know that the apartment was in such bad condition. Mr. Donahue reported that he had to air the apartment out for several weeks before he could enter it to begin clean up and renovation. After that process, he and his employees removed all the carpeting, the drop ceiling, the kitchen, the paneling and they gutted the entire apartment. After the apartment was gutted, Mr. Donahue stated that the apartment was bombed to kill any fleas, roaches, and bed bugs. He then cleaned the walls, floors, and studs with a Clorox solution to rid the apartment of anything that was unseen and to remove the odors. After that process, he states that he sprayed the walls and floors with construction grade primer to seal in anything that was still lingering. All new drop ceilings have been installed, all the tile flooring has been scraped with new plywood laid down, all the carpeting in the living room has been removed. The floors have been sanded and painted. 2 new high efficiency egress windows have been installed. All materials have been purchased and have been delivered to finish the renovations to the property. Mr. Donahue asked for 3 months to complete the renovations. Mrs. Whip and Mr. Hearn commended Mr. Donahue by stating that although there is a lot of clutter and building materials in the yard it proves that there has been some progress on the property. A motion to revisit this property in 3 months was made by Chief Krogler with a second by Mr. Cashman providing that the outside clutter is cleaned up as soon as possible. The motion passed unanimously.

#### **UPDATE FROM PC/RDA**

820 Carbon Place - Mr. Rossey reports that 2<sup>nd</sup> Declaration of Blight was upheld by the Planning Commission for this property and the property owner was invited to go before the RDA at the January 24, 2024 meeting.

1024 Spring Street –Mr. Rossey stated that this property owner met with the RDA in August, and they will return for an update with the RDA at the January 24, 2024 meeting.

#### **OLD BUSINESS**

**602 Conewango** – Mr. Taylor reports that this property, although at one time was considered blighted, has been completely renovated and has now been sold.

The next meeting will be held Thursday February 15th, 2024, at 11:30 a.m.

#### **ADJOURNMENT**

With there being no further business to come before the Committee, the meeting was adjourned upon a motion by Chief Krogler and seconded by Mr. Hearn. All present were in favor.

Minutes prepared by Jessica Trumbull