



CITY OF WARREN  
REDEVELOPMENT AUTHORITY  
REGULAR MEETING  
January 24th, 2024

The regular meeting of the Redevelopment Authority (RDA) was held on January 24, 2024, at 1:00 PM in the 1<sup>st</sup> Floor Admin Conference Room of the Municipal Building, 318 W. Third Avenue.

**ROLL CALL**

Chair Gary Sawtelle called the meeting to order at 1:00 PM. Additional members present included Vice Chair Michael Boyd, Secretary/Treasurer Doug Hearn, Philip Dellamedaglia and Will Champlin (via Zoom).. City Staff present included Mike Holtz-City Manager, Randy Rossey-Director of Codes & Planning, Scott Taylor-Code Enforcement Officer, Jessica Trumbull-Codes and Recording Secretary.

**VISITORS**

Josh Cotton-Times Observer  
John Nash-owner 1024 Spring Street  
Marsha Fry-1024 Spring Street  
John Arndt-owner 820 Carbon Place (Via Zoom)

**AGENDA APPROVAL**

A motion to approve the agenda was made by Mr. Hearn and seconded by Mr. Dellamedaglia. All those present were in favor.

**AMEND AGENDA & STATEMENT OF PURPOSE FOR AMENDMENT**

No amendments at this time.

**APPROVAL OF MINUTES**

Mr. Boyd made a motion to approve the December 27th, 2023, regular meeting minutes, and was followed by a second from Mr. Hearn. The motion carried unanimously.

**CORRESPONDENCE**

Sunshine Law Updates-Mr. Rossey explained the updates to the Sunshine Law which included the following amendments to the agenda:

- 1) Emergency within 24 hours of the meeting
- 2) Urgent matters within 24 hours of the meeting
- 3) Resident or taxpayer concerns not on the current agenda can be addressed by a vote or tabled until the next meeting.

**ELECTION OF OFFICERS** A motion to keep the current officers for another term was made by Mr. Boyd with a second by Mr. Dellamedaglia. All present were in favor with the following officers staying in their current positions:

Chairperson: Gary Sawtelle  
Vice Chairperson: Michael Boyd  
Secretary/Treasurer: Douglas Hearn

**TREASURER'S REPORT**

Mr. Hearn reviewed the November 2023 bank statements and invoices:

***Key Bank:***

Beginning balance: \$384,417.25. One payment received from DewBoi properties of \$1,500.00.  
Interest earned: \$130.96 Total balance on December 31st, 2023: \$386,048.31.

***Northwest Savings Bank:***

Beginning balance: \$54,425.69. Check #1229 cleared for a total of \$3,174.70 Interest earned: \$2.18. Ending balance on December 31st, 2023: \$51,253.17

Mr. Dellamedaglia made a motion to approve the treasurers' report; Mr. Boyd seconded the motion. The motion carried unanimously.

***Invoices for approval:***

No invoices at the present time

**OLD BUSINESS**

**1024 Spring Street update-** Mr. Rossey stated that this property was bought by Mr. Nash at the May 2023 tax sale. Mr. Nash appeared before the RDA in August of 2023 and has returned for an update. Mr. Rossey reports that Mr. Nash stated in August that he was clearing out the clutter both inside and outside the property and taking care of the property maintenance. He was also in the process of getting the utilities turned on and working on a retaining wall in the back of the property. Since that time, the property has been cleaned up and the utilities are operational. There are some structural issues that still need to be addressed. Mr. Nash reports that he is still working on the retaining wall as it is difficult to get any heavy machinery into the backyard, but he is hoping to have that project completed after the weather changes. Mr. Taylor reports that Mr. Nash has obtained the necessary permits to continue to work on the structural issues, which includes the foundation, sill plate and floor joists. A motion was made to invite Mr. Nash back to the June meeting to be updated on the progress of the property by Mr. Champlin with a second by Mr. Dellamedaglia. All those present were in favor.

**NEW BUSINESS**

**820 Carbon Place-** Mr. Rossey reports that this property has gone through the entire blighted property process. He stated that the last time Mr. Arndt appeared before the Blighted Property Review Committee in August of 2023 Mr. Arndt stated that he would have the utilities all turned back on and the heat would be installed before winter, and he was waiting on something that he could provide from a judge about the right of way to the property by November of 2023. Mr. Rossey reports that the electricity and water are on, but he is unsure about the heat and that the interior of the house is still a shell with no walls or flooring. Mr. Rossey stated that to remove the blight status of the property there needs to be an operational heat source and a Certificate of Occupancy from the inspector. Furthermore, if this property is sold the blight status will remain with the property and will need to be disclosed to the new owners. Mr. Arndt states that he has acquired the heat source that is to be installed he just has not been to the property to install it because he just recently had shoulder surgery. He also reports that his business partner, who is also the financial backing to this project is also back on board. Mr. Arndt says that there is a shower and toilet that have been installed and he started the framing upstairs in August 2023, there is also new wiring and plumbing. He also stated that once the weather is above freezing, he will return to work on the property. Mr. Rossey again reiterated that to remove the Blight status there will need to be a working heat source and the inside will need to be completed and a Certificate of Occupancy will need to be obtained. Mr. Arndt replied that he did not know he had to finish the inside and that he was told all he needed to do was to have operational heat and this process would be over. Mr. Rossey again stated that was incorrect because there is a building permit that was obtained, and the inspector would need to inspect the property and supply the Certificate of Occupancy to have the blight status lifted. Mr. Boyd asked about a timeline and Mr. Arndt refused to supply that information due to the financial status and with his travel time he was unsure of when he could get the project completed. He also stated that someone had inquired about buying the property, so he was considering that as an option. Mr. Boyd made a motion to invite Mr. Arndt back in June for an update with a second by Mr. Hearn. The motion passed unanimously.

**Welcome Mr. Champlin-** Mr. Rossey formally introduced and welcomed Mr. Will Champlin to the RDA. Mr. Champlin discussed his extensive background and experience. All members welcomed him.

**NEXT MEETING**

The next meeting will be held on Wednesday, February 28, 2024, at 1:00 PM.

**ADJOURNMENT**

With there being no further business to come before the Authority the meeting was adjourned upon a motion by Mr. Boyd, and a second from Mr. Dellamedaglia. The motion carried unanimously.

Minutes prepared by Jessica Trumbull.