



CITY OF WARREN
REDEVELOPMENT AUTHORITY
REGULAR MEETING
FEBRUARY 24, 2021

The regular meeting of the Redevelopment Authority (RDA) was held on February 24, 2021 at 1:00 pm. Due to the COVID-19 pandemic, the meeting was conducted using the Zoom virtual meeting platform.

Prior to roll call, Ms. McCain offered to hold meetings at the Struthers Library Theater while the City Building is closed to the public due to the pandemic.

ROLL CALL

Vice-Chair Wendy McCain called the meeting to order. Members present were Marty McQuillan, Wendy McCain, and Holly LeMeur. Also present were Mike Holtz, DPW Director, Vince DeJoy, Director of Zoning, Codes & Economic Development, Andrea Stapleford, City Solicitor, Jessica Bee, Code Official and Ellen Nelson, Recording Secretary.

MINUTES

Upon motion by Mr. McQuillan and second by Ms. LeMeur, the minutes of the January 27, 2021 meeting were unanimously approved by those present.

VISITORS

- Josh Cotton, reporter for Times Observer
- Corey Morrison re: 111 Pioneer Street
- Andy Close, reporter for Your Daily Local

WELCOME TO NEW MEMBER

Ms. McCain welcomed Holly LeMeur to the Redevelopment Authority. Ms. LeMeur was appointed by City Council to fill out the term of David Cantrell who resigned when he moved from the area.

CORRESPONDENCE

NONE

TREASURER'S REPORT - Mr. McQuillan provided the following for January 2021:

The checking account beginning balance on January 1 was \$31,464.88. The \$7,500.00 annual allocation was received from the City and interest earned was \$1.45 leaving a balance on January 31, 2021 of \$38,966.33.

The Enterprise Development Fund earned \$5.46 in interest bringing the balance of the DCED portion to \$332,459.26; Revolving Loan \$311,043.40 for a total balance of \$643,502.66.

No bills were received this month.

Upon motion by Ms. LeMeur and second by Ms. McCain, the treasurer's report was unanimously approved by those present.

OLD BUSINESS

- **602 Conewango avenue**

Ms. Bee contacted the new owner, MTJ Realty, LLC, and requested a written plan and timeline for renovations to the property. She also requested that they attend the next meeting.

The response received was a letter stating their vision to renovate the property for resale. MTJ Realty is willing to work step by step with the RDA. They submitted applications for electric and mechanical permits for the installation of a new furnace and air conditioning system. Ms. Bee will meet with the new owner and do a walk-through of the property on February 25, 2021.

Ms. Bee asked the committee if they have any requests of the owner and Ms. McCain said she they did not.

- **511 ½ East Street**

Ms. Stapleford has the deed prepared. Mr. Holtz will deliver the deed to Mr. Hannah.

- **111 Pioneer Street and 103 Sixth Avenue**

Ms. Stapleford stated that several auctioneers have been contacted to compare rates and services provided. Mr. DeJoy stated that the Authority had voted at the last meeting to offer 103 Sixth Avenue through sealed bids.

Mr. Morrison asked if he needed to be present at the auction of to offer a bid on 111 Pioneer Street as he lives in Florida. Ms. Stapleford replied that it is to be a live auction for both properties, so either he or someone on his behalf would need to be present.

Ms. Stapleford said they would bring more information back to the March meeting. Ms. McCain asked what the benefit is to change to an auction. Mr. Holtz replied that you normally get more money at a live auction. Mr. DeJoy added that staff feels you generate more interest at a live auction which leads to a higher selling price.

Ms. McCain made a motion to move 103 Sixth Avenue through a live auction. Mr. McQuillan seconded the motion that passed by unanimous vote by those present.

- **423 Rankin Street**

Ms. McCain and Ms. Stapleford talked with the current occupant last week. She wants to stay in the house. They will come back to the Authority in March with thoughts on how to move best forward with this property.

- **Downtown Façade Grant Program**

Mr. DeJoy stated that New York Style Deli & Pizza has submitted a request for reimbursement. The project is not completed but they have expended more than \$10,000.00 and are seeking the \$5,000.00 grant reimbursement.

Ms. McCain made a motion to approve the \$5,000 reimbursement to New York Style Pizza. Mr. McQuillan seconded the motion that passed by unanimous vote by those present.

Mr. DeJoy said the original funds have been committed and there is additional interest in façade rehabilitation. City staff recommended that the Planning Commission request \$50,000 additional funds be added to include more businesses.

Ms. McCain asked if there is a possibility of additional grant money. Mr. DeJoy replied yes, and he will look into it.

Ms. McCain made a motion to add \$50,000 to the Downtown Façade Grant program. Ms. LeMeur seconded the motion that passed by unanimous vote by those present.

- **WCCBI Task Force – Trestle to Trestle**

Mr. DeJoy gave an update on the task force. They are looking at other sites for a hotel, and also working on their vision and mission statement. Ms. LeMeur, who is on the recreation sub-committee, said their list is extensive and broad, and needs to be narrowed. WCCBI is developing a survey to go out to residents and business owners to determine what their interests are.

- **Comprehensive Plan**

Mr. DeJoy reported they are preparing the final RFP for the comprehensive plan and the zoning ordinance update. Planning Commission will hold zoom interviews with each of the consultants. The Planning Commission will discuss the results of the interview and select a consultant at their April meeting. Should be able to begin the process in May.

NEW BUSINESS

- **28 Hemlock Street**

Ms. Stapleford said this property is owned by the City and was taken to sale for unpaid sewer bills. She is asked if the RDA is willing to take title of the property. Once again, she stated that the City has different bidding requirements imposed than the RDA. It is easier for the RDA to sell. It is less costly and less cumbersome.

Ms. McQuillan asked if it was habitable. Mr. Holtz replied that it is not habitable. The City could demo the structure in house. The only cost would be the dumpster fees at the landfill, which would be approximately \$1,000.00.

Ms. Stapleford asked if Mr. Holtz had talked to either adjoining neighbor to see if there is interested in purchasing the land. He has not but is fairly certain the one is not interested at all.

Mr. McQuillan made a motion to accept 28 Hemlock Street from the City. Ms. LeMeur seconded the motion that passed by unanimous vote by those present.

- **Blighted Property Review Committee (BPRC)**

Mr. DeJoy stated that the City is planning to revive the BPRC, and the committee is to include a member of the RDA. The meetings are on the fourth Thursday of each month at 11:30 am. Mr. McQuillan volunteered to serve on the BPRC.

OTHER BUSINESS

Revision to the By-Laws.

Ms. Stapleford stated that she and Ms. Freenock drafted proposed amendments to the By-Laws. At the January meeting Ms. McCain requested that each amendment be discussed and voted upon individually. Following are the amended section numbers followed by the names of those who made and seconded the motions to approve; all motions carried by unanimous vote. The amended By-Laws are attached and made a part hereof.

Section 301	Motion – Ms. LeMeur	Second – Mr. McQuillan
Section 302	Motion – Ms. McCain	Second – Mr. McQuillan
Section 404	Motion – Ms. LeMeur	Second – Mr. McQuillan
Section 405	Motion – Ms. McCain	Second – Mr. McQuillan
Section 407	Motion – Mr. LeMeur	Second – Ms. McCain
Section 501	Motion – Ms. McCain	Second – Mr. LeMeur
502		
503		
504		
Section 602	Motion – Ms. McCain	Second – Mr. McQuillan
Section 701	Motion – Ms. LeMeur	Second – Mr. McQuillan
702		
Section 703	Motion – Ms. McCain	Second – Ms. LeMeur
704		
705		
706		
Section 801	Motion – Ms. McCain	Second – Ms. LeMeur
Section 901	Motion – Ms. McCain	Second – Ms. LeMeur

ADJOURNMENT

With there being no further business to come before the Authority, the meeting was adjourned by Vice-Chair Wendy McCain.

NEXT MEETING

The next meeting will be held on March 24, 2021 at 1:00 pm.

Minutes prepared by Ellen Nelson.