



CITY OF WARREN  
REDEVELOPMENT AUTHORITY  
REGULAR MEETING  
March 22, 2023

The regular meeting of the Redevelopment Authority (RDA) was held on March 22, 2023, at 1:00 PM in the Council Chambers of the Municipal Building, 318 W. Third Avenue.

**ROLL CALL**

Vice-Chair Mike Boyd called the meeting to order at 1:03 PM. Additional members present included Doug Hearn and Philip Dellamedaglia. City Staff present included Randy Rossey – Director of Codes & Planning Official, Scott Taylor - Codes Enforcement Officer, Kassie Damcott - Recording Secretary, and Jessica Trumbull - Codes Department Secretary.

**AGENDA APPROVAL**

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

**APPROVAL OF MINUTES**

Mr. Hearn made a motion to approve the January 11, 2023, regular meeting minutes, followed by a second from Mr. Dellamedaglia. The motion carried unanimously.

**VISITORS**

- Josh Cotton - Warren Times Observer
- Phil Gilbert - City of Warren Council Member

**RECOGNITION OF NEW MEMBER**

The new RDA member, Phillip Dellamedaglia, introduced himself. He states he works at Northwest Bank, is an Air Force vet, is a certified NY and PA appraiser and has lived in Warren for 4 years.

**CORRESPONDENCE**

No correspondence at this time.

**TREASURER'S REPORT**

Mr. Hearn reviewed the following December 2022, January 2023 and February 2023 bank statements and invoices:

***Key Bank:***

Beginning balance: \$376,590.12 Interest earned: \$128.09. One deposit of \$1,417.99 (DewBoi's loan payment #1). Total balance on January 31, 2023: \$378,136.20

Beginning balance: \$378,136.20. Interest earned \$116.32. One deposit of \$1,500.00 (DewBoi's loan payment #2). Total balance on February 28, 2023: \$379,752.52

***Northwest Savings Bank:***

Beginning balance: \$64,672.56 Interest earned: \$2.76. Check #1219 for \$2,481.45 cashed. Total ending balance on December 31, 2022: \$62,193.79

Beginning balance: \$62,193.79 Interest earned: \$2.68. Check #1220 for \$333.45 cashed. City's annual contribution deposited \$7,500.00 Total ending balance on January 31, 2023: \$69,363.10

Beginning balance: \$69,363.10 Interest earned: \$2.66. Total ending balance on February 28, 2023: \$69,365.76

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

***Invoices for approval:***

There was (1) one invoice for approval this month. Invoice # 11773 was for payment to the City of Warren for one (1) Felix & Gloekler bill. A motion to approve the payment of the invoice was made by

Dellamedaglia and seconded by Mr. Boyd. The motion carried unanimously.

### **OLD BUSINESS**

**County Land Bank** - Mr. Rossey states the County Land Bank was before City Council at the February meeting, but was referred back to the RDA for further discussion. Mr. Gilbert, a City Council member and chair of the County Land Bank, presented additional information to the RDA about the land bank. The land bank creates the ability for municipalities to step in at tax sales, before other bidders, to purchase properties for demolition, rehabilitation, or to get the properties in the hands of responsible, motivated owners. The intention of the County Land Bank is to work hand in hand with and collaborate with the City and other municipalities. The Commissioners have agreed to fund the County Land Bank with \$15,000 for the next three years and the Land Bank will collect 50% of the taxes. When a property is owned by the Land Bank, no further violations will be filed against the property. A motion for recommendation from the RDA and for the City to join the County Land Bank was made by Mr. Hearn, seconded by Mr. Dellamedaglia and passed unanimously by those present.

**710 W Fifth Ave** - Mr. Taylor reports the property first came to the Codes Department's attention in December 2021 when the water service was turned off but there is little information regarding the property prior to this time. Upon further inspection by Codes officials, there were found to be several property maintenance issues, which the homeowner did not abate or did not abate correctly. DPW crews cleaned the property of the large amount of refuse that was outside the property in 2022. The property has been posted uninhabitable by the Codes Department. A motion to accept the property at 710 West Fifth Avenue under the RDA and to approve the demolition of said property for an amount around \$6000, was made by Mr. Dellamedaglia and seconded by Mr. Hearn. The motion carried unanimously.

**Condemnation Letter:** Mr. Rossey explained the condemnation letter is to be used as a tool to aid potential property owners in determining and identifying current blight issues with the properties they would like to buy, prior to tax sales. Mr. Rossey states this is just an informational update, as the RDA approved the letter in February 2023. He said the City Council has also approved the letter at their last regular meeting.

### **NEW BUSINESS**

**Commercial District Façade Design Committee** - Mr. Rossey explained the City applied and received a \$50,000 façade grant through the DCED Keystone Communities program. The façade design committee is to be comprised of 2 members from Planning Commission and 2 members from RDA. Mrs. Elizabeth Raible and Mr. Mike Suppa from Planning Commission have volunteered to be on the committee. Mr. Dellamedaglia and Mr. Hearn both agreed to be on the committee. A motion to appoint Mr. Dellamedaglia and Mr. Hearn to the façade design committee was made by Mr. Boyd and seconded by Mr. Dellamedaglia. All those present were in favor.

### **ADJOURNMENT**

With there being no further business to come before the Authority the meeting was adjourned at 1:44 PM, upon a motion by Mr. Hearn, followed by a second from Mr. Dellamedaglia. The motion carried unanimously.

### **NEXT MEETING**

The next meeting will be held on Wednesday, April 26, 2023, at 1:00 PM.

Minutes prepared by Kassie Damcott.