

**CITY OF WARREN REDEVELOPMENT AUTHORITY
REGULAR MEETING
APRIL 18, 2018**

The regular meeting of the Redevelopment Authority (RDA) was held on Wednesday, April 18, 2018 in Council Chambers of the Municipal Building with Chairman Tricia Durbin presiding.

ROLL CALL

Members present were: Tricia Durbin, Marty McQuillan and David Cantrell. Also present were Nancy Freenock, City Manager; Terry Williams, Director of Codes, Permits & Recreation Services; Mike Holtz, DPW Director; David Hildebrand, Planner/Development Administrator; Jessica Roudybush, Code Official; Ken Hinton, Code Official, and Ellen Nelson, Secretary/Clerk.

VISITORS

Visitors present were:

- Josh Cotton, Times Observer

MINUTES

Upon motion by Mr. Cantrell and second by Mr. McQuillan, the minutes of the March 21, 2018 regular meeting were unanimously approved with corrections.

CORRESPONDENCE

A sealed bid in the amount of \$250.00 was received from Keith Kophazy for the purchase of 102 Center Street that is owned by the RDA. Also included was a timeline of repairs to the property. Ms. Roudybush talked to Mr. Kophazy regarding this property. There is extensive work to be done on the inside. He is a contractor and owns another rental property on Buchanan Street. He anticipates the renovations at 102 Center Street will take from November 2018 to February 2020.

Ms. Williams stated that there are no objections from the Codes Department. Mr. Kophazy is responsible with the properties he owns. Mr. Hildebrand stated that the Realtor has had no buyers interested in this property and stated that she has no problem with the RDA accepting the bid. Ms. Williams added that the RDA will need to enter into an agreement with Mr. Kophazy with timelines and how often he will need to report to committee.

Mr. Cantrell made a motion to talk to Mr. Kophazy regarding 102 Center Street and his \$250.00 offer, asking him to check in at least monthly with the Code Officials to make sure he is on track with his timeline or the property will revert to the RDA. Mr. McQuillan seconded the motion that passed by unanimous vote.

Mr. Holtz stated that Mr. Miller's sewer lateral runs through property at 102 Center Street. Ms. Freenock said the City will need to get a right of way for the sewer latera or possibly go around the perimeter.

TREASURER'S REPORT

Mr. McQuillan provided the following totals:

The Enterprise Development Fund had a payment of \$3,029.90 from City DCED / Gro-Warren, and Interest of \$48.18 bringing the balance as of March 31, 2018, to: DCED - \$191,328.78 and Other - \$375,975.24, totaling \$567,304.02.

The checking account had a deposit of \$5.00 which was a refund of Realty Transfer Tax and \$10.10 in interest. Check 1179 in the amount of \$909.00 cleared during the month of March leaving the balance of the checking account as of March 31, 2018 at \$23,072.87.

Invoice received for April from City of Warren in the amount of \$75.00 for snow removal.

Upon motion by Mr. Cantrell and second by Mr. McQuillan, the Treasurer's Report and the invoice to be paid were unanimously accepted as presented.

OLD BUSINESS

- **908-910 Pennsylvania Avenue E.** Ms. Williams stated that there has been no interest in this property that the RDA owns. There are property maintenance issues that need to be resolved. Mr. Hinton reported that the gutters on the north and east side are partly down. Mr. Holtz stated that DPW can take them down. Ms. Freenock stated that Bob Raible, EOC, felt the renovations would be cost prohibitive for them to take on this property. Ms. Williams stated that because this is a commercial property, any asbestos would need to be professionally removed. She also reported that United Refining Company is not interested in this property. Ms. Durbin asked to get quotes for the demolition. Ms. McQuillan asked if we can get a quote to abate the asbestos, if present. Ms. Williams replied yes but they will charge. Mr. Holtz estimated that it would be more than \$10,000 and he will call AGIS.

Mr. Cantrell made a motion to go ahead with plans and check into pricing as well as the next steps regarding 908-910 Pennsylvania Avenue E with the help of Mr. Holtz. Mr. McQuillan seconded the motion which passed by unanimous vote.

- **Downtown Façade Program**
Mr. Hildebrand listed changes to original proposal. Total amount was increased from \$50,000 to \$75,000. Will expand projects that will fall under this program to include roofs, furnaces, brick repair and windows. Design Committee includes 2 members of the Planning Committee (Chuck Gray & Angie Dart) and need to add 2 members of the RDA. David Cantrell volunteered to serve on the sub-committee. Ms. Durbin will email Randy Rossey to see if he is interested in serving. The sub-committee will meet before the next RDA meeting and bring recommendations.

Ms. Durbin asked why the total was increased to \$75,000. Mr. Hildebrand checked the grant money paid out last time and many needed more than \$5,000 each. The East Side Façade Program had 13 applicants but only paid out 7. East side properties have bigger frontages.

NEW BUSINESS

- **Request by Ruzhdi Bakalli.** Mr. Bakalli did not attend the meeting. Ms. Freenock presented his request on his behalf. Mr. Bakalli is requesting a loan from the RDA in an amount not to exceed \$360,000 to replace state funding that was used to purchase the Loranger Building. These funds would be repaid once the RCOP grant is reimbursed.

Ms. Durbin asked if it would be beneficial for Mr. Bakalli to be at the meeting in person. She also asked who the idea came from. Ms. Freenock replied that the idea came from Mr. Bakalli.

Ms. Williams reminded the RDA members that DCED money is restricted to Down Town programs. The other funds re flexible.

Ms. McQuillan would like financial information on HYI. Ms. Freenock will get that.

Ms. Durbin asked what interest there is for the Loranger building. Ms. Williams replied that the first thing that needs done is have the roof repaired. Bent Run Brewery has shown an interest as a tenant. The building will be built as it is leased so can be done specifically for tenant's needs.

- **Hudson Group.** Ms. Freenock reported that during the title search it was found that the RDA transferred the title to SVS. SVS transferred to East of Liberty. East of Liberty transferred back to SVS. A new deed needs to be recorded.

The City of Warren will reserve the right of way in the alley between the parking garage and the property.

ADJOURNMENT

With there being no further business to come before the committee, the meeting was adjourned.

NEXT MEETING

The next meeting will be held Wednesday, May 16, 2018 at 4:00 p.m.

Minutes prepared by Ellen Nelson