

**CITY OF WARREN REDEVELOPMENT AUTHORITY
REGULAR MEETING
AUGUST 15, 2018**

The regular meeting of the Redevelopment Authority (RDA) was held on Wednesday, August 15, 2018 in Council Chambers of the Municipal Building with Chairman Tricia Durbin presiding.

ROLL CALL

Members present were: Tricia Durbin, Randy Rossey, Marty McQuillan and David Cantrell. Also present were Terry Williams, Director of Codes, Permits & Recreation services; Michael Holtz, DPW Director; David Hildebrand, Planner/Development Administrator; Jessica Roudybush, Code Official, and Ellen Nelson, Building Codes Secretary.

VISITORS

Visitors present were:

- Stacy Gross, Times Observer
- Jessica Haibach, for 103 Jefferson Street

MINUTES

Upon motion by Mr. Rossey and second by Mr. Cantrell, the minutes of the July 18, 2018 regular meeting were unanimously approved as presented.

CORRESPONDENCE

None

TREASURER'S REPORT - Mr. McQuillan provided the following totals for July:

The checking account beginning balance was \$23,026.57. Checks #1180, #1181 and #1192 in the amount of \$279.90, \$2,649.90 and \$1,413.75 respectively cleared during the month. Interest earned was \$9.24. Ending balance as of July 31, 2018 is \$18,692.26.

The Enterprise Development Fund received interest in the amount of \$55.86 and a Gro-Warren settlement check in the amount of \$140,000 was deposited bringing the balance as of June 30, 2018 to DCED \$331,403.15 and Other Revolving Loan \$376,098.19.

Invoices received for July totaled \$228.47; were received from Stapleford & Byham for legal fees \$152.50 and Times Observer \$75.97.

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

PROPERTIES CERTIFIED BLIGHTED BY PLANNING COMMISSION

- **103 Jefferson Street.** – Ms. Roudybush gave a background of the property. She stated that the owner, Laurie Sweet, abandoned the property 2 years ago. There have been property maintenance issues for clutter and high grass. Ms. Sweet pled guilty to the charges. The Blighted Property committee had no success with the property maintenance issues until Ms. Haibach got involved. The original property maintenance issues have been abated and the fence has been taken down. DPW had removed the clutter before the Blighted Property process began.

Ms. Haibach, the intended buyer of this property, has obtained a permit to repair the front steps; the water has been turned back on; electric permit was pulled on August 14. There is still no furnace in the house but that is their next step. She and her husband are working to get the house in a position to rent by the end of August. They have painted inside, maintained the yard, had an electric inspection and they will be fixing the porch this weekend.

Ms. Sweet has an agreement with the Solicitor for the liens for lawn care, clutter removal and delinquent sewer bill. She also has an arrangement to pay her property taxes.

Ms. Haibach stated that any rent received will go to Laurie Sweet until the mortgage is paid off and then Ms. Sweet will sell the house to them.

Remaining items to be done are turning the gas on, installing the furnace, installing steps and a landing to the back door (currently blocked off), interior painting and fix roof and paint garage.

Ms. Durbin commented that Ms. Roudybush and Ms. Haibach seem to be working well together and suggested that we keep this property under old business so that Ms. Haibach can give updates to the committee.

OLD BUSINESS

- **Downtown Façade Program**

Mr. Hildebrand started that the deadline to submit a letter of intent for a façade grant is August 17, 2018. To date 7 letters have been received. Mr. Hildebrand and Ms. Williams have talked to others who are interested but have not yet submitted their letter.

- **908-910 Pennsylvania Avenue E.** - Ms. Williams reported that staff has been directed to obtain bids to demo this property. Mr. Holtz contacted 4 local contractors and the only bid was from Fox and Sons for \$8,000.00. DPW will do the final cleanup. The structure should be down before next month if started quickly.

Mr. Rossey made a motion to accept the \$8,000.00 bid to demolish 908-910 Pennsylvania Avenue E. Mr. McQuillan seconded the motion that passed by unanimous vote.

- **515 W. Fifth Ave** - Mr. Hinton stated that this property was purchased out of the Repository Sale. The new owner is fixing up the property, electric has been turned back on and plumbing permit was issued. The intent is for it to be owner occupied. There are significant property maintenance issues that the Codes Dept. will address. The property is off the Blighted Property list.
- **102 Center Street** – The holdup on this purchase is the right-of-way agreement with the neighbor. There is a verbal agreement to move the sewer line, we are waiting for a written agreement.

- **17 Conewango Ave** – Conservatorship was granted to the RDA. In Scale Architects did the assessment of the property. Rehabilitation would be at a significant cost; it is structurally sound with renovations; electric needs to be completely replaced and there is water and smoke damage of the interior. Permission is needed from the RDA to share the report with interested parties.

Mr. Rossey made a motion to allow RDA to share In Scale Architect’s report to any interested parties. Mr. Cantrell seconded the motion that passed by unanimous vote

- **11 ½ Linwood Street** – We have petitioned for Conservatorship, but the hearing date has not been set.
- **714 W. Fifth Avenue** – This property has been in the Repository Sale for a couple of months with no interest. The current purchase price is \$930.00. RDA can put in a bid if they are interested. Mr. Holtz will get a price for demo.
- **708 W. Fifth Avenue** – Mr. Geiger owns this property and it has been declared blighted by the BPRC. Ms. Williams suggested a conservatorship. It is not a candidate for demolition and can be rehabilitated. The first story needs work but the second story is livable.

Mr. Cantrell made a motion to seek Conservatorship of 708 W. Fifth Avenue. Mr. Rossey seconded the motion that passed by unanimous vote.

- **231-237 Pennsylvania Avenue W - Agreement with Hudson Company**
Ms. Freenock and the Solicitor are working on an agreement of sale and a resolution to be presented to the RDA. As of July 19, 2018, this property belongs to the RDA. The Hudson Group is looking to close in September or October.

NEW BUSINESS

- **Election of Secretary** – Ms. Freenock asked that the RDA elect a Secretary to the Board for the purpose of signing documents on behalf of the RDA. Mr. Cantrell volunteered to act as the Secretary. No other nominations were received.

David Cantrell made a motion to appoint himself as Secretary. Mr. Rossey seconded the motion that passed by unanimous vote.

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, September 19, 2018 at 11:30 AM

Minutes prepared by Ellen Nelson.