

**CITY OF WARREN REDEVELOPMENT AUTHORITY
REGULAR MEETING
SEPTEMBER 19, 2018**

The regular meeting of the Redevelopment Authority (RDA) was held on Wednesday, September 19, 2018 in Council Chambers of the Municipal Building with Vice-Chairman Randy Rossman presiding.

ROLL CALL

Members present were: 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:

- Brian Ferry, Times Observer
- Jessica Haibach, for 103 Jefferson Street
- Cindy Zaner, for 103 N. South Street
- William Streit, for 103 N. South Street
- Karen Rodgers, for 103 N. South Street

MINUTES

The minutes from the August meeting will be presented in October for approval.

CORRESPONDENCE

None

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

The checking account beginning balance was \$18,692.26. Check #1184 in the amount of \$228.47 cleared during the month. Interest earned was \$7.90. Ending balance as of August 31, 2018 is \$18,471.69.

The Enterprise Development Fund received interest in the amount of \$60.09 bringing the balance as to DCED \$331,431.40 and Other Revolving Loan \$376,130.03.

Bills for August totaled \$8,054.00. Invoices were received from Fox & Sons for demolition of 908-910 Pennsylvania Avenue E \$8,000.00 and City of Warren for demo permit \$54.00.

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

OLD BUSINESS

- **103 Jefferson Street.** – Ms. Haibach stated that progress is slow. The electric is on and restoration of the gas is in progress; inside is painted and floors are redone. Installation of furnace is the next step and she will get a permit for this.

Ms. Williams asked if they have a tenant lined up. Ms. Haibach replied yes, a family of four. Ms. Roudybush stated the owner, Laurie Sweet, has a payment arrangement with the Solicitor for lawn care and it is up to date. She also has a payment arrangement with the tax office and it is current.

Ms. Roudybush asked when the furnace would be installed. Ms. Haibach replied that it depends when they get enough money to replace the gas lines that National Fuel cut.

- **103 N. South Street.** - This property was declared blighted by the BPRC and certified by the Planning Commission. Karen Rodgers is the spokesperson for her brother who owns the property. Mr. Streit is renting to own this property. He does not have a formal agreement but will get one. He has done some cleanup; removed carpet; Burke is to do the wiring; Pipeworks will be doing the water and gas lines. He was advised to get permits for this work. He is planning to prime the house in 2018 and paint in 2019; install new door locks and new windows. There are no water leaks and no major structures issues. This will be changed from a duplex to a single-family residence. Ms. Rodgers will take on the liens.
- **908-910 Pennsylvania Avenue E.** – Mr. Holtz reported that the demolition of this property is now completed. Fox & Sons knocked down the structure and DPW cleaned up the debris, added top soil and seeded. Ms. Williams stated that Karlene Smith, realtor, is willing to give her assessment to list this as an empty lot for sale.
- **515 W. Fifth Ave** - Mr. Hinton stated that Sharon Wedge has obtained a permit to have the electric turned back on and the water is turned back on. Plumbing was inspected on September 18, 2019. The owners are planning to move in after all the utilities are turned on. Once the property is habitable there is nothing the BPRC or RDA can do. This will no longer be deemed blighted, but property maintenance issues continue.
- **102 Center Street** – RDA owns this property. Mr. Keith Kophazy submitted a bid of \$250.00. DPW needs to move the neighbor's sewer line so it does not run through 102 Center Street. Mr. Kophazy provided a time line for the next two years with work to begin in October/November.
- **17 Conewango Ave** – Conservatorship was granted to the RDA. Looking for solutions. There is an interested party to purchase the property as is.
- **11 ½ Linwood Street** – Conservatorship hearing date is set for early October. This will be in the Upset Sale this year.
- **708 W. Fifth Avenue** – Chad Yurisk, City Engineer, presented an evaluation of the property. DPW can knock down the structure and clean up. A request has been made for a court date to enter into a Conservatorship of this property.
- **714 W. Fifth Avenue** – This property has been in the Repository Sale June, July and August with no activity. Mr. Holtz stated that DPW would need to build a road in order to access the structure for demolition. DPW can knock down and cleanup. Cost would be approximately \$6,000.00 if contracted the job.

Ms. Williams asked the RDA if they were interested in purchasing the property for \$930.00. Mr. Hildebrand added that this property sits below Washington Park and there is a possibility of using it as an access to the Park.

Mr. Cantrell made a motion to put in a \$930.00 bid for 714 W. Fifth Avenue. Mr. McQuillan seconded the motion that passed by unanimous vote.

- **Downtown Façade Program**

Mr. Hildebrand reports that the sub-committee received letters of intent from several property owners. All the funds have been spoken for.

NEW BUSINESS

- **231-327 Pennsylvania Avenue E** – The agreement of purchase with the Hudson Group was revised and needs approval of the RDA. Copies were previously emailed to the RDA members for their review.

David Cantrell made a motion to accept the sales agreement with the revisions. Mr. McQuillan 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, October 17, 2018 at 11:30 AM

Minutes prepared by Ellen Nelson.