

**CITY OF WARREN REDEVELOPMENT AUTHORITY
REGULAR MEETING
OCTOBER 17, 2018 (corrected)**

The regular meeting of the Redevelopment Authority (RDA) was held on Wednesday, October 17, 2018 in Council Chambers of the Municipal Building with Chair Tricia Durbin presiding.

ROLL CALL

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

VISITORS

Visitors present were:

- Josh Cotton, Times Observer

MINUTES

Upon motion by Mr. Boyd and second by Mr. McQuillan, the minutes of the August 15 and September 19, 2018 regular meetings were unanimously approved as presented.

CORRESPONDENCE

None

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

The checking account beginning balance was \$18,471.69. Check #1185 in the amount of \$8,054.00 cleared during the month. Interest earned was \$6.80. Ending balance as of September 30, 2018 is \$10,424.51.

The Enterprise Development Fund received interest in the amount of \$58.16 bringing the balance to DCED \$331,458.74 and Other Revolving Loan \$376,160.85.

Bills for August totaled \$4,040.96. Invoices were received from Travelers for liability insurance \$2,285.00, Greenman-Pedersen for Conservatorship fees for 708 W. Fifth \$1,455.97, Whitmire Block for demo fees for 908-910 PA Avenue E \$254.00 and True Value for demo of 908-910 PA Avenue \$45.99.

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

OLD BUSINESS

- **231-327 Pennsylvania Avenue E** – The agreement, with additional revisions, to transfer the property to the Hudson Group was presented to the RDA.

Mr. Boyd made a motion to accept the resolution as presented. Mr. Cantrell seconded the motion that passed by unanimous vote.

- **Downtown Façade Program**

Mr. Hildebrand stated that all but \$2,000 of the \$50,000 limit has been applied for. All letters were approved. Applications are starting to come in. Projects will start in the spring.

- **103 Jefferson Street.** – Ms. Haibach was unable to attend. Ms. Roudybush provided an update. The furnace has been reinstalled and inspected. All utilities are in working order. The interior is completed except the kitchen ceiling. Water damage still needs fixed. A tenant is to move in any day. There is still an issue with the front porch steps which are under an open permit. The rear door has no porch but is secured. Steps will be installed in the future.
- **17 Conewango Ave** – Ms. Williams stated there are two options. Pursue a private developer and then accept sealed bids. The bid packet will contain contingencies.

Mr. Boyd made a motion to have the City look for a developer. If that does not happen, then allow sealed bid process with minimum bid which allows the public to bid on the property. Mr. Cantrell seconded the motion that passed by unanimous vote.

- **11 ½ Linwood Street** – Conservatorship hearing date is set for November 15, 2018. The executrix does not want this property and is willing to give the property to the RDA if they are interested. DPW could demo the structure. Solicitor will be asked to check for liens and taxes.

Mr. Rossey made a motion to accept the property if it is free of encumbrances and then decide what to do with it. Mr. McQuillan seconded the motion that passed by unanimous vote.

- **714 W. Fifth Avenue** – The RDA purchased this property out of the Repository Sale. They City has accepted the bid. Waiting for the School District and County to accept. DPW can demo this property.
- **708 W. Fifth Avenue** – Conservatorship hearing is scheduled for November 15, 2018. Mr. Holtz states this demo will have to be done by contractor. House is very close to the curb.

NEW BUSINESS

- Ms. Williams asked what the RDA thoughts are on a property owner giving property to the RDA. If it goes under Conservatorship the RDA would not own the property. Mr. McQuillan asked if we would look at liens and such. The City will investigate liens and encumbrances before we advise the RDA to accept any property and will work to mitigate any existing liens if possible. Mr. Rossey stated that he would be open to dialogue and there is a need to take action due to the blight problem. He added that the RDA should look at properties on a one on one situation.

ADJOURNMENT

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

NEXT MEETING

Due to Thanksgiving Day falling on the regular meeting date, the next meeting will be held Wednesday, December 12, 2018 at 11:30 AM

Minutes prepared by Ellen Nelson.