



CITY OF WARREN
REDEVELOPMENT AUTHORITY
REGULAR MEETING
March 27th, 2024

The regular meeting of the Redevelopment Authority (RDA) was held on March 27, 2024, at 1:00 pm in the Council Chambers of the Municipal Building, 318 W. Third Avenue.

ROLL CALL

Chair Gary Sawtelle called the meeting to order at 1:00 PM. Additional members present included Secretary/Treasurer Doug Hearn, Philip Dellamedaglia and Will Champlin, Vice Chair Michael Boyd was excused. City Staff present included Mike Holtz-City Manager, Jessica Byler- Finance Director; Kassie Damcott- Administrative Assistant to the Department of Public Works; Randy Rossey-Director of Codes & Planning, Scott Taylor-Code Enforcement Officer, Jessica Trumbull-Codes and Recording Secretary.

EXECUTIVE SESSION: Property Acquisition

VISITORS

Josh Cotton-Times Observer
Schellart Joyce- 509 Prospect Avenue
Thomas Christeson-213-223 Liberty Street

AGENDA APPROVAL

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

AMEND AGENDA & STATEMENT OF PURPOSE FOR AMENDMENT

No amendments at this time.

APPROVAL OF MINUTES

Mr. Champlin made a motion to approve the February 28, 2024, regular meeting minutes, and was followed with a second from Mr. Hearn. The motion carried unanimously.

TREASURER'S REPORT

Mr. Hearn reviewed the February 2024 bank statements:

Key Bank:

Beginning balance: \$377,679.66. One payment received from DewBoi properties of \$1,500.00.
Interest earned: \$120.35 Total balance on February 29, 2024: \$379,300.01.

Northwest Savings Bank:

Beginning balance: \$58,712.27. Interest earned: \$2.33. Ending balance on February 29, 2024:
\$58,714.60.

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

Requested information on bank accounts: Mrs. Byler explained each account and what they are used for. A discussion was held about possibly changing banks, in order to capitalize on better interest rates. A motion was made to switch accounts from KeyBank to PLGIT as soon as possible by Mr. Champlin, the motion was defeated with no second being had. A request was made by Mr. Sawtelle for more information before an actual decision is brought to a motion.

Invoices for approval:

Invoice #11973: Stapleford and Byham \$152.75

Motion to approve the payment of the invoice was made by Mr. Champlin with a second by Mr. Dellamedaglia. The motion carried unanimously.

OLD BUSINESS

128 Water Street update- Mr. Rossey stated that this property owner was invited to today's meeting but did not show. He also reports that a sale of the property has not been secured and there have been no updates from the property owner. Mr. Rossey will send a formal letter for Mr. Evans to attend the April meeting of the RDA.

Façade Grant Update- Mr. Christeson reports that he is waiting for 3 more estimates from contractors for the work to be done on 211, 213, and 215 Liberty Street. He also stated that they are very close to settling on estimates that have been received for brick work as well as painting.

Brickhouse update- Mr. Christeson states that he is waiting for the demo company to schedule a time to come and demo the back of the building and his plans are to gut the inside. He stated that there should be progress by June to July of this year with new windows, brick work and painting being started or completed.

NEW BUSINESS

RDA loan for Dewboi Properties- Mrs. Damcott explained that the city received a DCED Keystone Development Grant to loan in the amount of \$183,025.00 for the Brickhouse property. This will be dispersed by the RDA and then reimbursement will come from DCED. Those funds will go back into the revolving loan fund. Mr. Christeson will pay back the \$183,025.00 to the RDA. The new loan will be modeled after the \$250,000 loan that was already awarded to Mr. Christeson for the Brickhouse. Mrs. Damcott stated that the city solicitor is in the process of finalizing those documents. The deadline to be reimbursed by DCED by June of 2025.

Declaration of Blight 9 Nesmith Street- Mr. Rossey reports that the Planning Commission upheld 2nd Declaration of Blight and this property will now come to the RDA. A motion was made by Mr. Sawtelle to send a formal letter to the property owner and prepare for a meeting with the city solicitor regarding conservatorship for the next meeting held in April. The motion was seconded by Mr. Hearn with all present in favor.

NEXT MEETING

The next meeting will be held on Wednesday, April 24th, 2024, at 1:00 PM.

ADJOURNMENT

With there being no further business to come before the Authority the meeting was adjourned upon a motion by Mr. Dellamedaglia, and a second from Mr. Champlin. The motion carried unanimously.

Minutes prepared by Jessica Trumbull.