



CITY OF WARREN
REDEVELOPMENT AUTHORITY
REGULAR MEETING
January 22, 2025

The regular meeting of the Redevelopment Authority (RDA) was held on January 22, 2025, at 1:00 pm in the Administrative Conference Room 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 Vice Chair Michael Boyd, Secretary/Treasurer Doug Hearn, members Philip Dellamedaglia and Will Champlin. The City Staff present included Mike Holtz-City and DPW Manager, Randy Rossey-Director of Codes & Planning, Scott Taylor-Zoning/Ordinance Enforcement Officer, and Jessica Trumbull-Codes and Recording Secretary.

VISITORS

None

AGENDA APPROVAL

A motion to approve the agenda was made by Mr. Boyd and seconded by Mr. Dellamedaglia. Motion carried unanimously.

AMEND AGENDA & STATEMENT OF PURPOSE FOR AMENDMENT

A motion to amend the agenda to remove invoice #11903 was made by Mr. Boyd with a second by Mr. Dellamedaglia. All present were in favor.

APPROVAL OF MINUTES

Mr. Boyd made a motion to approve the November 20th, 2024, regular meeting minutes, and was followed with a second from Mr. Champlin. The motion carried unanimously.

CORRESPONDENCE

Stapleford & Byham 2025 letter and fees. Mr. Boyd made a motion to accept the fees for 2025 with a second by Mr. Dellamedaglia, all members were in favor.

ELECTION OF OFFICERS

A motion to retain the current officers was made by Mr. Champlin, provided each officer wanted to stay in their current position with a second by Mr. Dellamedaglia. All positions were accepted, and all members passed the motion unanimously.

2025 RDA Officers:

Chair: Gary Sawtelle

Vice Chair: Michael Boyd

Treasurer: Douglas Hearn

TREASURERS REPORT

Mr. Hearn reviewed the November 2024 bank statements:

KeyBank:

Beginning balance: \$25,863.20. 2 DewBoi payments were received for a total of \$2,493.00.

Interest earned: \$27.53. Total balance on November 30th, 2024: \$28,383.73

Northwest Savings Bank:

Beginning balance: \$53,455.39. Check #1236 for \$3,290.00 to the City of Warren for reimbursement for Travelers & USLI Insurances. Interest earned: \$2.16. Ending balance on November 30th, 2024: \$50,167.55.

Mr. Hearn also reviewed the December 2024 bank statements:

KeyBank:

Beginning balance: \$28,383.73. 2 DewBoi payments were received for a total of \$2,493.00.
Interest earned: \$30.05. Total balance on December 31st, 2024: \$30,906.78
Interest earned for the year was \$1,149.70.

Northwest Savings Bank:

Beginning balance: \$50,167.55. Interest earned: \$2.12. Ending balance on December 31st, 2024: \$50,169.67.

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

Invoices for approval:

Invoice #12117 to City of Warren; reimbursement for payment to Stapleford & Byham; Felix & Gloekler. A motion to reimburse the City of Warren was made by Mr. Dellamedaglia with a second by Mr. Champlin. The motion passed unanimously.

OLD BUSINESS

9 Nesmith- Mr. Rossey reported that Mr. Benedetti sent an email to update the RDA of the plans for this property. He stated that he is currently working on the structural part of the property and will hopefully have this part completed by March. Mr. Rossey agreed to invite Mr. Benedetti to the April meeting for an update of his plans for moving forward. A motion was made by Mr. Boyd to table this property until the April meeting, with a second by Mr. Champlin, the motion carried with all members in favor.

NEW BUSINESS

RFP for 231-237 Pennsylvania Avenue W- Mr. Rossey went through the first draft of the RFP with the members, very few changes were made. A discussion was held involving the parameters in which the inside of the property can be viewed, and this will include the following: a city official must be present to view the inside and a hold harmless of any liability agreement must be signed by the prospective buyer and/or buyers.

Mr. Dellamedaglia made a motion to close the parking lot to the public. Mr. Boyd seconded the motion. All members were in favor.

Mr. Boyd made a motion to have the city erect a sign advertising the RFP with a second by Mr. Hearn. Motion carried unanimously.

NEXT MEETING

The next meeting will be held on Wednesday, February 26th, 2025, 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. Boyd, and a second from Mr. Dellamedaglia. The motion carried unanimously.

Minutes prepared by Jessica Trumbull.