



# CITY OF WILLIAMSPORT

---

## REDEVELOPMENT AUTHORITY

### REDEVELOPMENT/LAND BANK AUTHORITY OF THE CITY OF WILLIAMSPORT MEETING MINUTES

**OCTOBER 27, 2022, 11:30 A.M.**

**144 West Third Street, Trade & Transit Centre II, Third Floor Ross Room**

---

1. Roll Call: Recorded on the Sign-in Sheets. Jen Matz opened the meeting at 11:35 AM.
2. Approval of minutes from the Meeting of September 28, 2022

Don Lundy made a motion to approve minutes from the September 28, 2022 meeting, Patrick Marty 2<sup>nd</sup>. Motion approved and carried.

3. MOU on Old City

Information was presented to address questions from the September-28 meeting, pertaining to the role of the Redevelopment Authority and this project. It was stated that \$1,000,000 RACP was awarded and announced by Senator Yaw and other commitments are in place from the city, county and Pine Ridge. The RDA will administer these funds, which will be placed into a construction account where invoices will be reviewed by the State as a 3<sup>rd</sup> party reviewer, including the Engineer and Redevelopment Authority's review. The invoices would then be paid from the construction account through the Office of the Budget and reimbursement issued for the project.

The first draft of the MOU was presented along with original offer letters and all supporting documents as part of the agreement with Pine Ridge and the Redevelopment Authority, including requirements for construction of the project, number of units, square footage, individual phases and accumulative square footage that will be developed in 3 phases.

A detailed project schedule with committed performance dates for design, engineering, including permitting, bidding, construction and final completion dates are identified in phase 2 and 3 of the project agreement.

It was stated that using the minutes from the September-28 meeting, along with



# CITY OF WILLIAMSPORT

---

## REDEVELOPMENT AUTHORITY

the offer of \$315,000 will finalize the offer for the Duke Street property owner. To date, there has been no official response from the property owner regarding the last offer. Pine Ridge will notify the Redevelopment Authority of how and when the final offer will be communicated.

#### 4. Real Estate Solicitor

There was a motion made by Pat Marty to adjourn the meeting for an executive session, Don Lundy 2nd-motion approved and carried.

The executive session started at 11:56 AM. The meeting resumed at 12.41PM.

#### 5. Habitat Agreement

Lycoming County Habitat for Humanity has signed two agreements to acquire the property on Scott St., for \$5,000, and will be responsible for all expenses, including sub-division and zoning. Habitat plans to build six (6) units to include green space on the once hazardous and now cleaned-up site. The Redevelopment Authority is responsible for the property, but an MOU calls for the city to take care of lawn and snow removal, etc. There is a clause in the agreement stating that the project has to be completed within five (5) years, or it reverts back to the Redevelopment Authority. The city will use CHODO funds, \$70,000 per year for five years, including \$200,000 of HOME funds.

A motion was made by Pat Marty to add the Lycoming County Habitat for Humanity Agreement as an agenda item for this meeting, Don Lundy 2nd-motion approved and carried.

A motion was made by Tom McDermott to approve conveyance of real estate from the Redevelopment Authority to the Lycoming County Habitat for Humanity. Pat Marty 2nd-motion approved and carried.

#### 6. Adjournment – Meeting adjourned at 12.50PM. Pat Marty 1st and Tom McDermott 2nd-motion approved and carried.