



CITY OF WILLIAMSPORT

REDEVELOPMENT AUTHORITY

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

JANURARY 26, 2024, 11:30 A.M.

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

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1. Call to Order- August Memmi call the meeting to order at 11:40am
2. Roll Call (Sign-in Sheet, Don Lundy via Phone)
3. Reorganization (Chairperson, Vice-Chairperson, Secretary)

Jennifer Matz has been filling in as Chairperson since Phillip Preziosi and has been nominated to fill that position. Tom McDermott was nominated for the Vice-Chair seat and Jade Walton to continue as Secretary. Nominations were accepted and a motion made by Don Lundy, seconded by Jade Walton to fill the positions as follows: Jennifer Matz, Chair, Tom McDermott, Vice-Chair and Jade Walton, Secretary-motion approved and carried.

4. Approval of minutes from the meeting of December 13, 2023.

Tom McDermott made a motion to approve the minutes from the December 13, 2023 meeting, seconded by Jade Walton-motion approved and carried.

5. Blighted Property

- a. 2169 Mosser Ave

It was mentioned that in order to proceed with eminent domain, fair market needs to be assessed on the property. Statute does allow 10-day notice to the owner before entering the property, however, if opposed, the RDA would seek approval through the court system.

A motion was made by Don Lundy, seconded by Tom McDermott to have August Memmi contact Reeser Appraisals, LLC (primary) and the Girio Agency (secondary) to assess the property in its present condition-motion

approved and carried.

Jennifer Matz made a motion, seconded by Jade Walton to have a letter sent to the owner of 2169 Mosser Ave, notifying them of the Redevelopment Authority's plan to do an assessment of the property-motion approved and carried.

b. 1406 Park Ave

This property is not currently on the blighted properties list, but was suggested by Mayor Slaughter because of its horrendous condition. The surrounding properties are kept in decent condition. Mr. Memmi suggested that the Redevelopment Authority make an offer of no more than \$5,000 to acquire the property, which can be remediated simply. The taxes are current as of 2023, but the property has been empty for years with broken windows and open doors, which is a safety hazard.

Jade Walton made a motion, seconded by Tom McDermott to proceed with acquisition of 1406 Park Ave. A letter will be sent to the property owner detailing an offer of \$5,000 for the property, lest it be acquired by way of eminent domain-motion approved and carried.

6. Engineering Services
 - a. Larson Design Group
 - b. ZForce Engineering

The board was provided with proposals from Larson Design Group (\$30,000 per year) and ZForce Engineering (\$175 per hour by service) for consideration of engineering services. Larson Design Group referenced professional liability insurance in the amount of \$2,000,000 per occurrence with a \$4,000,000 limit, but this information was not included in the ZForce contract. The board agreed that \$30K was too much to enter into contract, therefore, has chosen to go with ZForce.

Jennifer Matz made a motion, seconded by Jade Walton to enter into a contract with ZForce upon legal review and acceptance of contract to include errors and omission insurance and stamped engineered drawings-motion approved and carried.

7. Approval of 2024 meeting dates

Don Lundy made a motion to move the February-28 meeting to February-21, seconded by Tom McDermott-motion approved and carried.

8. Any Other Business

- a. A PHARE update was given on 331 Locust Street, which is classified as a historic property. Information included before & after photos of fresh exterior paint and new vinyl clad replacement windows of which \$21,073 PHARE funds were used and \$3,718 from the property owner. This project was approved by the City of Williamsport's HARB Board. PHARE projects help with rent affordability and lowers heating cost.

The City of Williamsport's Community & Economic Development office is looking to send a resolution to City Council to modify the two existing PHARE contracts with Lycoming County, which will take it from a limited geographical area to a city-wide program.

- b. It was suggested that the board send a letter to Delta Development Group and Pine Ridge Construction Management confirming the disengagement of the Old City Project since there has not been any discussion within the last six months. Jade Walton made a motion, seconded by Tom McDermott to send a letter to disengage in any further negotiations regarding the Old City Project-motion approved and carried.
 - c. There was some discussion about obtaining directors and commercial property insurance for the RDA – Don Lundy and August Memmi will look into this and get back to the board.
9. Adjournment-Don Lundy made a motion to end the meeting, seconded by Tom McDermott-motion approved and carried. Meeting adjourned at 12:30pm.

If you have any questions, please contact the Office of Community & Economic Development at 570-327-7511 or cward@cityofwilliamsport.org