CITY OF WILLIAMSPORT

REDEVELOPMENT AUTHORITY

MEETING MINUTES

REDEVELOPMENT/LAND BANK AUTHORITY OF THE CITY OF WILLIAMSPORT

February 25th. 2025h, 2025

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

1. Call to Order – Jennifer Matz called the meeting to order at 11:30AM

2. Roll call: Jennifer Matz, Don Lundy, Tom McDermott, Carole White

   Also, in attendance August Memmi Exec. Director, Blake Marks & Doug Engleman Solicitor, Joe Lyons, Bob Robinson.

3. Approval of the minutes of the January 24th. 2025, meeting.

   Don Lundy moved to approve the minutes, seconded by Jen Matz. Motion carried, unanimously.

4. The Board reviewed the January 2025 financials as prepared by Padgett Business Services.

5. Solicitors Report

   a. LBA Registration with Pa. Dept. of State

      Solicitor Engleman informed the board of ongoing discussions with Austin White the City Solicitor on this issue.

   b. LBA 501c-3 update

Solicitor Engleman Informed the Board that he is in discussions with an accountant to create the appropriate documents to complete the necessary paperwork.

c. LBA cooperation Agreement with Lycoming County, and Williamsport School District on sharing Local Property Tax.

Solicitor Engleman explained the process and that he has had discussion with the other solicitors on the agreement.

Mr. Lundy suggested that the presentation should begin with the school district, the city, and then the county.

All these reports did not require an action by the Board.

6. Report on Project activity.

a.	415 High Street	Nothing to report
b.	615 Market Street	Solicitor Marks informed the Board that the RDA now has been awarded ownership of the property thru the Eminent Domain process. After considerable discussion, the Board directed Mr. Memmi to insure, and post no trespass signs, secure, and inspect the site ASAP.
c.	327 Jerome Ave	Solicitor Marks informed the Board that First Commonwealth Bank acquired the property at tax sale. A motion was made by Ms. White and seconded by Mr. Lundy directing the solicitor to forward the letter, he presented, to the bank notifying them that the property has been deemed blighted and to contact the RDA with a plan to remedy the situation Otherwise the RDA with begin the Eminent Domain process to acquire the property. The motion was approved unanimously.
d.	2169 Mosser Ave.	Mr. Memmi provide the, to date, costs to acquire and renovate the property. There were three marketing proposals, Nolan, Girio, and Fish

Realty. Other firms were offered the opportunity to submit proposals, they did not submit. Ms. White left the meeting room as she abstained from the discussion and vote on this item. A motion was made by Ms. Matz and seconded by Mr. McDermott to retain Tony Nardi of Fish Realty to sell the property.

The vote was 3-0 with 1 abstention (Ms. White)

e. 743 Park Ave. Mr. Memmi provided information on the adjustments being made to the design plans. The roof pitch will change from 4" -12" to 7"-12" and a front porch is being added at a cost increase of $8,000. The contract with the subcontractors is being review by the solicitor for signature.

7. Report from Codes Assessment Professionals.

THE BOARD ENTERED INTO EXECUTIVE SESSION ON a MOTION made by Chairwoman Matz and seconded by Mr. McDermott. The vote was 4-0. The executive session was to discuss real estate related issues. The session started at 12:30pm and concluded at 1:03pm.

A motion was made by Carole White and seconded by Tom McDermott stating that the Board directs, Codes Assessment Professionals, to prepare a report on RDA Project Obstacles and provide it to the Solicitor and staff. Then upon review a letter be drafted for board approved to be sent to the Mayor and City Council outlining these obstacles and the potential remedies needed for the RDA/LBA to complete its mission timely. The motion carried unanimously (4-0)

8. Blighted Property Committee Mr. Memmi informed the board that there was not a meeting.

9. Other Business Mr. Memmi informed the Board that a meeting was held by the Pa. Land Bank Network, Williamsport RDA/LBA is a member. A Letter of support from Williamsport was included with the MAP Grant application to Pa. DCED.

Mr. Memmi, on behalf of the Board, attended Lycoming Habitat for Humanity's Scott Street open house. The site was a prior property of the RDA's.

10. Adjournment

A motion was made by Tom McDermott and seconded by Don Lundy to adjourn at 12:30 pm. Unanimously approved.