CITY OF WILLIAMSPORT

REDEVELOPMENT AUTHORITY

MEETING MINUTES

REDEVELOPMENT/LAND BANK AUTHORITY OF THE CITY OF WILLIAMSPORT

April 22nd. 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, Jade Walton, Tom McDermott.

   Also, in attendance August Memmi Exec. Director, and Blake Marks Solicitor, and from Woodlands Bank, Mr. Richard Kuczawa and Mr. Drew Newcomb.

3. Approval of the minutes of the March 26th. 2025, meeting.

   Don Lundy moved to approve the minutes, seconded by Jade Walton. Motion carried, unanimously.

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

5. Solicitors Report

   a. LBA Registration with Pa. Dept. of State

   b. LBA 501c-3 update

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

   Solicitor Marks explained that there is no report due to Solicitor Engleman being absent because of Covid.

d. Sub-recipient Agreement with Lycoming Habitat for Humanity.

Mr. Memmi reported that the documents were signed, and that Habitat can move forward with the project.

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

6. Financing Agreement with Woodlands Bank.

Mr. Kuczawa and Mr. Newcomb introduced themselves to the board. Their purpose was to facilitate the approval of a line of credit in the amount of $100,000. This is an unsecured loan. The duration of the loan is one year, with the possibility of renewal. The interest rate is at prime, currently 71/2%. There is a $200 reimbursement to establish the line of credit. The purpose of the line of credit is to maintain a positive cash flow, until grant funds are reimbursed for projects.

Jade Walton made the motion to approve the resolution, Tom McDermott seconded it. The motion was approved 4-0.

7. Report on Project activity.

a. 415 High Street — No report.

b. 615 Market Street

Mr. Memmi and Mr. Marks described the Waiver release that must be signed by anyone entering the property to provide a level of security to the Redevelopment Authority, that those individuals understand that they were entering at their own risk and peril. Mr. Memmi explained that all insurance coverage is current. City Council will review for approval the demolition permit at their May 8th meeting. The contract was signed for the demolition of the property with Steinbacher, and that will begin as soon as the permit is issued. Disposal of the personal property will happen as soon as April 28th.

c. 327 Jerome Ave

Mr. Memmi informed the Board that the property has been purchased by the Sullivans and they

are applying for a building permit and in the process of rehabbing the property, therefore. No action is needed currently.

d. 2169 Mosser Ave. Mr. Memmi indicated that the property is listed for sale at $179,000. There were a couple of showings so far.

e. 743 Park Ave. Mr. Memmi informed the board that the project fits on the footprint of the prior house. The dimensions are twenty-two feet by forty-four feet. The pitch of the roof will increase from four inches to 12inches to 7 inches to twelve inches, and that there will be a front porch, to improve the visual impact to the neighborhood. The modular home should be placed on the site in June. Placed on the multi list in July. The anticipated sale price will be approximately$200,000. Mr. Lundy explained how the Redevelopment Authority and Land Bank Authority is taking on these projects with the potential to lose money but trying to maintain the tax base instead of just having vacant lots. In conclusion, Mr. Memmi explained that the land bank has the ability to recapture 50% of the real estate taxes for five years. Which will help offset some of the losses from the difference between the sale price and the construction costs.

8. Report from Codes Assessment Professionals.

No report.

Mr. Memmi informed the board that there will be a presentation of the projects that the RDA has begun, to include 2169 Mosser Ave., 743 Park Ave., and 615 Market St. The presentation will include the before and after pictures and a

discussion of the obstacles to completing projects. Most importantly, the effect of codes enforcement and its effect on Blight in the city. This presentation will be on the 22nd of May at the City Council meeting. Mr. Memmi requests that all members of the RDA, if they are able to attend.

9. Blighted Property Committee

Miss Matz reported on the meeting. She explained that the district magistrates we're unable to attend. She also described the eight properties that were reviewed by the Blighted of Property Committee. The list of property's was provided for the board to review. She then explained the process for them to be forwarded to the Redevelopment Authority for their action. There was considerable discussion, about how the process works and does not work. This subject will be part of the presentation to City Council.

10. Other Business — Mr. Memmi provided the board with a copy of the Pittston Area Redevelopment Authority annual report. There was discussion as to how. The Williamsport Redevelopment Authority might be able to. Implement a similar report. And provide information to the public. Via the website and or social media.

11. Adjournment

A motion was made by Mr. Lundy and seconded by Ms. Walton to adjourn at 1:10 pm. Unanimously approved.