

MEADVILLE REDEVELOPMENT AUTHORITY
Regular Monthly Meeting
January 10, 2024

Call to Order	The monthly meeting of the Board of Directors of the Redevelopment Authority of the City of Meadville was held in-person on Wednesday, January 10, 2024. Present were: Dennis Frampton, Jim Miale, Joe Tompkins, and Jan VanTuil. Absent was Jeff Youngs. Solicitors Gary Alizeo & Jaclyn Millin Bronson, City Manager Maryann Menanno, Community Development Director Renna Wrubleski, City Accountant April Smith, City Planner Peter Grella and Andy Walker from Allegheny College were also present. Mr. Miale called the meeting to order at 8:04 a.m.
Public Comment	None.
Approval of Agenda	Mr. Frampton moved to approve the January 10, 2024 meeting agenda. Mr. Tompkins seconded, and the vote was unanimous.
Executive Session Notices	None.
Minutes Approved	Ms. VanTuil moved to approve the December 13, 2023 minutes. Mr. Tompkins seconded, and the vote was unanimous.
Acceptance of Financial Statements December 2023	Mr. Tompkins moved to approve the December 2023 Financial Statements and check register. Ms. VanTuil seconded, and the vote was unanimous. Ms. Smith noted that all expenditures and interest revenues are up to date for the year. She also pointed out that the current project total for 778 and 780 Water St. is \$70,992.00.
Enterprise Zone Loan Fund and Revolving Loan Fund Reports	Ms. Smith shared everyone is paid to date for the EZ and RL funds, except for Java Tree, who is now one year out from their last payment. The board requested Mr. Alizeo and Ms. Bronson to send a notice to Java Tree that they have 10 days from receipt of the letter to return a signed copy of the amended promissory note from November 2023 and authorize ACH payments. If those materials are not returned, Shafer Law will send a formal default notice.
Staff Report Blighted Property Review Committee	Ms. Wrubleski shared that the Blighted Property Review Committee (BPRC) met last week to review three properties: 470 Arch St., 589 State St., and 717-719 N. Grant St. The BPRC designated the first two properties as blighted and decided to table consideration of the last property until the judicial sale later in the year. Ms. VanTuil remarked that Mr. Grella has a good plan in place for the BPRC – code enforcement has provided a list of citywide properties that could potentially meet the qualifications for blight as outlined in the Urban Redevelopment Law and recommend properties that the City is spending money to abate come before the BPRC. BPRC will review notices and citations from code enforcement, consider the blight qualifications, and explore potential reuse/remediation options before coming to a designation. The goal is to review 12 properties this year.
Old Business Discussion – Review of Current Redevelopment Projects	Staff and the board discussed the following outstanding redevelopment projects: 1. 778 & 780 Water St. (Formerly Jones Plumbing & Heating and Humphrey’s Dry Cleaning, respectively)

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<p>Discussion – Review of RDA Properties</p>	<ol style="list-style-type: none"> a. Later on the agenda is the recommended demolition bid for both properties. Since the bids came in higher than expected, there will not be enough grant funds to pursue removing the USTs at 780 Water St. or continue soil and groundwater testing on both sites. Ms. Wrubleski is in touch with EPA and DEP to explore further funding options for those items. b. Ms. Bronson informed the board that the previous owners of 780 Water St. did not appeal the Board of View’s decision that the property has a negative value. Mr. Alizeo once again credited the expert testifiers for their role in that determination and expressed the importance of this experience as the first full circle case of the RDA acquiring a property through eminent domain. As a result, the board is now more informed on the whole process from start to finish and can make more educated decisions in the future. <ol style="list-style-type: none"> 2. Market St. Properties <ol style="list-style-type: none"> a. Mr. Alizeo is working to send an amended redevelopment agreement to Council that will allow Roda’s, Neon Moon (if acquired), and the vacant lots next to them to be sold for redevelopment. 3. 960 Park Ave. <ol style="list-style-type: none"> a. The siding on the exposed exterior wall remains to be installed, pending delivery of materials and weather. Future re-use of the lot still needs to be considered, at which point an RFP for development can be created. 4. 787 Water St. <ol style="list-style-type: none"> a. Also on the agenda later is the recommended demolition bid for this property. Once demolished, the remaining lot could potentially be transferred to a neighbor as a side lot. <p>Ms. Smith shared the current list of all properties owned by the RDA with the board; she is still working to flesh it out with more detail, such as the costs into each property. Ms. Wrubleski pointed out that once the three properties on Water St. are demolished, the only structure the RDA will own is the former Roda’s building; everything else is a vacant lot.</p> <p>Ms. Wrubleski asked if she, Ms. Smith, and Mr. Grella could come back to the board with recommendations on which lots should be listed for development, which should be offered to neighboring properties as side lots, and which should be transferred back to the City. The board gave consensus to do so.</p>
<p>New Business</p> <p>Motion – Appointment of Chair, Vice Chair, Secretary, and Treasurer</p>	<p>Mr. Frampton moved to reappoint the following slate of RDA officers. Mr. Tompkins seconded, and the vote was unanimous.</p> <ul style="list-style-type: none"> • Chair – Jim Miale

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<p>Discussion – 2024 Meeting Schedule</p>	<ul style="list-style-type: none"> • Vice-Chair – Jeff Youngs • Secretary – Jan VanTuil • Treasurer – Dennis Frampton <p>Ms. Wrubleski shared that at the moment, she foresees dedicating the February meeting to reviewing the City’s drafted Housing Action Plan and dedicating the March meeting to return to the list of properties and what to do with them.</p> <p>Ms. Smith added that she is working to understand the history and regulations around the various RDA funds to determine what can and cannot be done with those monies moving forward. It was decided that a meeting in the spring/early summer would be dedicated to financial planning.</p> <p>Mr. Tompkins recommended that the RDA also look into what projects and programs other RDAs in the state are doing and how they are being funded. He also requested to have a refresher on the available state and federal funding opportunities for redevelopment.</p>
<p>Discussion/Motion – Partnership with Allegheny College for 2024 RACP Funding</p>	<p>Ms. VanTuil moved to authorize submission of a Redevelopment Assistance Capital Program (RACP) application on behalf of Allegheny College for the adaptive reuse of Brooks Hall and Shafer Auditorium. Mr. Frampton seconded, and the vote was unanimous. Mr. Tompkins abstained.</p> <p>Mr. Walker reminded the board of his visit last month in which he and Amber Pouliot shared Allegheny’s desire to apply for additional RACP funding for the adaptive reuse of Brooks Hall and Shafer Auditorium. This application will follow the process as the RACP application in 2022; the RDA applies on behalf of and subgrants to the college and since it is not an eligible recipient, and the City, RDA, and college will enter into a cooperation agreement for the administration of the grant, which the college will provide.</p>
<p>Resolution – RDA Appointments to French Creek Council of Governments</p>	<p>Mr. Tompkins moved to appoint the following slate to the French Creek Council of Governments. Mr. Frampton seconded, and the vote was unanimous.</p> <ul style="list-style-type: none"> • Delegate – Jan VanTuil • Alternate Delegate – Jim Miale • Backup Alternate – Renna Wrubleski
<p>Resolution – Award Bid & Authorize Signatures – 778 & 780 Water St. Demolition – Siegel Excavating, LLC - \$91,000.00</p>	<p>Mr. Frampton moved to award the demolition bid for 778 & 780 Water St. to Siegel Excavating, LLC in the amount of \$91,000.00. Mr. Tompkins seconded, and the vote was unanimous.</p> <p>Under the earlier discussion in the meeting regarding these properties, Ms. Wrubleski shared that the bids came in higher than anticipated, leaving no money for environmental remediation under the current grant awarded for this project.</p>

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<p>Resolution – Award Bid & Authorize Signatures – 787 Water St. Demolition – XL Excavating, Inc. - \$7,000.00</p>	<p>Ms. VanTuil had asked if the board could reject all bids and direct Porter Consulting Engineers to rewrite the bid specs to lower the cost. Ms. Wrubleski explained that there are no components of the bid specs that could be rewritten or eliminated in an effort to receive lower bids.</p> <p>Mr. Frampton moved to award the demolition bid for 787 Water St. to XL Excavating, Inc. in the amount of \$7,000.00. Mr. Tompkins seconded, and the vote was unanimous.</p> <p>Ms. Wrubleski reminded the board that this is a residential property they acquired through a bid to the County Tax Claim bureau. There was a fire in the property, and due to the small, diagonal orientation of the parcel, was determined best suited for demolition. The demolition will be paid for with blight funds.</p>
<p>Adjournment</p>	<p>With no further business to come before the board, Mr. Frampton moved to adjourn. Mr. Tompkins seconded, and the vote was unanimous to adjourn at 9:04 a.m.</p>

Jan VanTuil
 Redevelopment Authority Secretary

Maryann Menanno
 Interim City Clerk