

MINUTES
WARREN COUNTY REDEVELOPMENT AUTHORITY
Warren County Courthouse
Commissioners' Conference Room
December 21, 2021
8:00 A.M.

The meeting of the Warren County Redevelopment Authority was called to order by Chairman Phil Gilbert, at 8:00 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Members Present: Charles Barone, Phil Gilbert, Robert Hart, Pamela Matve, Joe Whipp

Members Absent: None

Staff Present: Laurie Burdick

Guests Present: Thomas Moore, Jesse Copley

APPROVAL OF MINUTES:

The November 16, 2021 Minutes were unanimously approved with a motion by Charles Barone and second by Robert Hart. Motion carried.

NEW BUSINESS:

Appeal of Determination of Blight – Thomas Moore property located at 25 Center St., Clarendon, Clarendon Borough, Parcel #WN-868-585900 (Tracking No. 70)

Chairman Phil Gilbert read excerpts from the January 2021, February 2021, and October 2021 Blighted Property Review Committee Meeting Minutes regarding this property to give the RDA some background information. He presented photos, as well. Phil Gilbert reviewed the Analysis Report from Clarendon Borough from September 2020 to determine why this property was initially determined to be blighted, which included the property being uninhabited and abandoned for many years, owners were cited for nuisance violations, neighbors were tired of health and safety concerns, neighbors reported sightings of vermin, utilities (heating, plumbing, sewer) were disconnected, property was deemed unfit, and outside of property was deteriorated.

Jesse Copley reported that all utilities are now on, including gas, electric, and sewer. All the windows are there, the doors are locked, and the shingles are ready to go on the roof. The RDA requested that the pile of debris on the property be cleaned up and removed by the end of the week, and Mr. Copley agreed that he would do that.

Mr. Copley stated that he had previously presented a plan and informed the Blighted Property Review Committee that he would proceed with the renovations to the house, depending on the price of materials (because of COVID). The prices have now dropped and he is trying to get back at it.

The RDA discussed giving Mr. Copley time to put the shingles on the roof. However, due to it now being winter and the anticipation of winter weather, the board decided to put the roof completion on hold. However, Charles Barone made a motion, with a second by Robert Hart, to give Mr. Copley thirty (30) days to clean up the property, primarily the pile of debris that currently exists. A vote was taken and all were in favor; motion carried. The RDA will revisit this property next month to see what progress Mr. Copley has made. Robert Hart will check the property and give a report next month.

UNFINISHED BUSINESS:

1. 61 2nd Mill St., Sheffield Township, Parcel #SH-354-929500 – John Hilyer - declared blighted by BPRC on 6-17-21 (Tracking No. 71)

Laurie Burdick reported that this property was recently sold at tax sale to Jesse Parsons, who also previously purchased 59 2nd Mill St. Mr. Parsons would like to have both structures demolished at the same time to save on costs; however, 59 2nd Mill St. is still under investigation.

2. 58 Bush Lane, Tidioute, Limestone Township, Parcel #TD-199-3714 – Rachel Watson (previously Berenbrok et al.) - declared blighted by BPRC on 12/20/18

Laurie Burdick reported that Dan Glotz visited the property last week and took photos, which were presented to the RDA. The owner is working on cleaning it up. There appears to be a broken window which needs to be secured, and some holes in the wall near the foundation that need to be repaired or boarded up. Charles Barone made a motion to send the owner a letter asking her to repair or board up the broken window and to fix the holes near the foundation prior to the January 18th meeting. A vote was taken and all were in favor. Motion carried. Laurie Burdick was asked to send the owner a letter to this effect asking Ms. Watson to complete said work before January 18th. Further, staff was asked to obtain photos prior to the next RDA meeting.

3. 59 2nd Mill St., Sheffield Twp., Parcel #SH-354-9374 – Victor D. & Tamara L. Earle – declared blighted by BPRC on 11/21/19

(See information from Item 1 above).

4. 1465 Route 62, Irvine, PA, Pleasant Township, Parcel #YV-932-9463 – Bradley Mason - (previously owned by Lawrence Nuhfer & Stephen Smith) – declared blighted by BPRC on 2/18/21 (Tracking No. 64)

Bradley Mason had attended the August 17, 2021 meeting and had given a guarantee that he would clean up the foliage and debris on the property and remove the shed. He was given until the November meeting to accomplish this; however, Laurie Burdick reported that he still has not done so as of today's meeting. Laurie Burdick was asked to send Mr. Mason a letter inviting him to the January 2022 meeting.

5. 6 Railroad St., Clarendon Borough, Parcel #WN-868-9436 – (previously owned by Treva Carlson) – declared blighted by BPRC on 2/18/21 (Tracking No. 69)

Robert Hart reported that he had spoken with Borough Council to see if this item can come off of the RDA's Agenda; however, he said Clarendon Borough wants to keep it on. Mr. Hart further reported that, after Borough Council met last month, the house was broken into. Mr. Hart observed that the front door was open and there is now a mattress on the porch. Pamela Matve stated that there is a 24-hour telephone number that they can call to report the break-in. The house has been vacant for five years. HUD is the owner of the property. Jeff Eggleston stated that this is a property that can be considered for the landbank. Pamela Matve will contact the 24-hour number to report the break-in and mattress on the porch.

OTHER BUSINESS:

1. Jeff Eggleston was in attendance and reported on the landbank. He also reported that he is planning to meet with the RDA solicitor regarding the Landfill. DEP has given the green light to shut down the site with covenants, such as the property being mowed once every other year. The RDA will hold the permit on the landfill.
2. Renewal of Agreement with Solicitor Andrea Stapleford. Rate will increase to \$135 per hour in 2022. Robert Hart made a motion, with a second by Charles Barone, to continue retaining Andrea Stapleford as solicitor for the RDA. A vote was taken and all were in favor; motion carried.
3. Pamela Matve reported that there has been an issue getting itemized bills from the Solicitor. Robert Hart made a motion, with a second by Charles Barone, that, as a part of the renewal of the contract for another year with the Solicitor, a letter be drafted from the RDA and signed by the Chairman, requesting that all bills from this time forward, be itemized in relation to the specific properties, and all details be included. A vote was taken and all were in favor; motion carried. Pamela Matve will prepare a letter to the Solicitor.
4. Pamela Matve made a motion, with a second by Robert Hart, to change the start time of the RDA meetings from 8:00 a.m. to 8:30 a.m., beginning in January 2022.

ADJOURNMENT:

Meeting unanimously adjourned at 8:50 a.m. with a motion by Pamela Matve and second by Robert Hart. Motion carried.

NEXT MEETING:

Tuesday, January 18, 2022, at 8:30 a.m., in the Commissioners' Conference Room, Warren County Courthouse.

Respectfully submitted,

Laurie A. Burdick
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