

Pursuant to due and proper notice in accordance with the Bylaws of the Authority accordance with the Bylaws of the Authority and Statute of the Commonwealth of Pennsylvania, the Board of Directors of the Redevelopment Authority of the City of Titusville met at 12:00 P.M. Monday, May 4, 2015, at the Titusville High School Board Room, 302 E. Walnut Street, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Stephen Coleman – Vice Chairman, Mr. James Come – Secretary, Mrs. Jill Neely – Assistant Secretary/Treasurer, Mr. James Becker - TRA Executive Director, Mrs. Deb Eckelberger – Business Outreach Coordinator, Mrs. Renea Howe – Staff Secretary, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Laurie Baker – Grant Manager, Mr. Jason Reagle – Solicitor, Mr. Larry Manross – City Manager, Mrs. Esther Smith – Mayor and Mrs. Mary Hill – Titusville Herald.

Mrs. Ruot called the meeting to order at 12:10 p.m.

1. Public Comments:

2. Approval of the Minutes of the April 6, 2015 Regular Meeting and the Treasurers Reports from February 28, 2015.

With a motion made by Mrs. Neely and a second by Mr. Come, the Minutes of the April 6, 2015 Regular Meeting and the Treasurers Reports from February 28, 2015 were accepted as presented. Motion carried.

3. Bills and Communications:

3.1	A&MP Electric, Inc. – TOP 20 Series Buildings	\$27,000.00
3.2	Keystone Building Concepts LLC – TOP 20 Series Buildings	<u>\$193,000.00</u>
	TOTAL:	\$220,000.00

Mr. Becker explained the payments for A&MP Electric and Keystone Building Concepts are both partial payments for the work being done on the TOP 20 Series Buildings.

Mrs. Ruot asked for a motion to approve payments to A&MP Electric, Inc. and Keystone Building Concepts LLC. With a motion made by Mr. Come and a second by Mr. Coleman, payments to A&MP Electric, Inc. and Keystone Building Concepts LLC were approved. Motion carried.

4. Old Business:

4.1 TOP Construction Update

Mr. Becker stated the TOP 20 Series construction is ongoing. Sections A & B are complete along with the connection point to the back of section C and they have started the roof. We are still awaiting the closing date for the PIDA loan which will help in completing the 20 Series Buildings Project.

Mr. Becker stated Building #4 Office Complex is almost complete, having the carpets cleaned and doing the finishing touches. We will be moving furniture in this week and hope to be moved completely by next week.

4.2 Oil Creek Waterways Feasibility Study Update

Mrs. Eckelberger stated there were two meetings held in April at Drake Well and also in Oil City to receive feedback from the public. Mrs. Eckelberger stated the Feasibility Study was very well received at both meetings. Bob Genter from Mackin Engineering is in the process of scheduling a float down Oil Creek as the next step in the Study.

4.3 Downtown Streetlight Project Update

Mr. Becker explained the design and drawings have been accepted and Hill Engineering will be putting the Downtown Streetlight Project out to bid in 2 weeks.

4.4 Towne Square Update

Mr. Becker stated the 4th floor has been completely removed and the contractors are currently removing bricks and duct work in the mechanical chase. Once the 4th floor had been removed you could truly see what was going on with the structure of the building, fire and water damage along with the age of the building and poor construction design.

5. New Business:

5.1 Adopt Resolution 03-15 – Fleming Park Renovation Project Resolution

Mr. Becker explained Resolution 03-15 – Fleming Park Renovation Project is authorizing the filing of an application for funds with DCED in the amount of \$250,000 under the Greenways, Trail and Recreation Program and will be used for the renovation of Fleming Park. This application is due by June 30, 2015.

Mrs. Ruot asked for a motion to adopt Resolution 03-15 – Fleming Park Renovation Project. With a motion made by Mr. Coleman and a second by Mrs. Neely, Resolution 03-15 – Fleming Park Renovation Project was adopted. Motion carried.

5.2 Adopt Resolution 04-15 – Closing of Northwest Savings Bank Line of Credit

Mr. Becker explained Resolution 04-15 – Closing of Northwest Savings Bank Line of Credit is allowing TRA to close account #8375079236 as there is a \$0 balance and has been sitting idle. This line of credit was used for housing rehab to purchase and then renovate and the security on this line of credit was Towne Square as collateral.

Mrs. Ruot asked for a motion to adopt Resolution 04-15 – Closing of Northwest Savings Bank Line of Credit. With a motion made by Mr. Come and a second by Mrs. Neely, Resolution 04-15 – Closing of Northwest Savings Bank Line of Credit was adopted. Motion carried with Mr. Coleman abstaining.

5.3 Award Bid for Residential Demolition Project

Mr. Becker explained TRA received three bids for the Residential Demolition Project from Bert Klapec, Inc., Siegel Excavating, LLC and Lutterman Excavating, LLC. There was an email vote conducted to award the bid to Lutterman Excavating, LLC who was the low bidder.


Mrs. Ruot asked for a motion to ratify the email vote in a public meeting for the Residential Demolition Project. With a motion made by Mr. Coleman and a second by Mrs. Neely, the Residential Demolition Project bid was awarded to Lutterman Excavating, LLC. Motion carried.

6. Other Business:

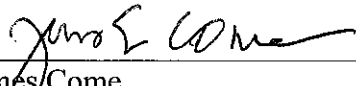
7. Adjournment:

Mrs. Ruot asked for a motion to adjourn the meeting. With a motion made by Mr. Colman the meeting was adjourned at 12:25 p.m.

Respectfully submitted,



Renea Howe
Recording Secretary



Mr. James Come
Secretary