

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, August 3, 2015, at 701 E. Spring Street, Bldg. #4, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Stephen Coleman – Vice Chairman, Mrs. Jill Neely – Treasurer, Mr. Joseph Thompson – 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. Larry Manross – City Manager, Mrs. Esther Smith – Mayor and Mr. Mark Heim – Lightning Strike Productions.

Mrs. Ruot called the meeting to order at 12:02 p.m.

1. Public Comments:

2. Approval of the Minutes of the July 6, 2015 Regular Meeting and the Treasurers Reports from June 30, 2015.

With a motion made by Mrs. Neely and a second by Mr. Coleman, the Minutes of the July 6, 2015 Regular Meeting and the Treasurers Reports from June 30, 2015 were accepted as presented. Motion carried.

3. Bills and Communications:

3.1 Lutterman Excavating, LLC \$ 55,200.00

Mr. Becker explained the payment to Lutterman Excavating, LLC is payment for the residential demolition of 122 South Street, 205 Barber Street, 812 Church Run Rd., 234 Brook Street, 220 Prospect Street, and 328 E. Mt. Vernon Street. Mr. Becker stated there was a change order submitted to add the demolition of 402 W. Walnut Street, which was acquired after the demolition bid had been awarded but Lutterman agreed to include it in this round of demolition. There also was a change order submitted for additional work at 122 South Street due to water run off after the demolition. The bills for the change orders had not been received in time to be included on the agenda for August.

Mrs. Ruot asked for a motion to approve payment to Lutterman Excavating, LLC. With a motion made by Mr. Thompson and a second by Mr. Coleman, payment to Lutterman Excavating, LLC was approved. Motion carried.

4. Old Business:

4.1 Oil Creek Waterways Feasibility Study Update

Mrs. Marsh stated the second public meeting will be held on August 13 at Drake Well Museum at 4:30 p.m. Mackin Engineering will be presenting Economic Development opportunities and benefits. Mrs. Marsh explained the Study should be completed by the end of October.

4.2 Downtown Streetlight Project Update

Mr. Becker stated Power Contracting Co. from Carnegie, PA was selected by Penn Dot to do the Streetlight Project. There will be a preconstruction meeting held on Thursday Aug. 6th at 1 p.m. with the Engineers, Penn Dot, Power Contracting Co., TRA and the City. Mr. Becker explained TRA has not worked with this contractor but Penn Dot has had prior experience with them.

4.3 TOP Construction Update

Mr. Becker explained there are minor phases of work to be completed on the previous contract with Keystone Building Concepts on the 20 Series Buildings and they should be on site within the next week to finish up.

Mr. Becker stated TRA has been approved for the PIDA Loan but there are steps that still need to be completed with the State, such as obtaining parcel numbers, before the closing on the PIDA Loan can be scheduled.

4.4 Towne Square Update

Mr. Becker stated the roof is on and fully enclosed, the mechanical chase has been cinder blocked up to the 2nd floor and partially to the 3rd floor, spraying internally for mold has begun, the OSB is being put down on the floors in the Lobby and Kitchen area of the Brewery and the clean-up for Oil Fest has begun. The crane will be removed for the weekend activities, all entrances to the buildings will be secured and debris will be cleaned up from around the building.

5. New Business:

5.1 Adopt Resolution 08-15 – Business in Our Sites Loan for Towne Square

Mr. Becker explained Resolution 08-15 – Business in Our Sites Loan is allowing the Redevelopment Authority to request a loan from DCED to be used to rebuild the Towne Square Building. The loan would be in the amount of \$500,000 at a 2% interest rate for a ten year term.

Mrs. Ruot asked for a motion to adopt Resolution 08-15 – Business in Our Sites Loan for Towne Square. With a motion made by Mrs. Neely and a second by Mr. Thompson, Resolution 08-15 – Business in Our Sites Loan for Towne Square was adopted as presented. Motion carried.

5.2 RFP for Electrical work at Towne Square


Mr. Becker stated the RFP for Electrical work at Towne Square went out and there will be a mandatory walk through on Friday, July 24 at 1 p.m. with the bid opening being held on Wednesday, Aug. 5th at 11 a.m. Due to the time restraint for the project, Mr. Becker explained once all the information and bids are received he would then conduct a board vote via email to get the project underway and then in September the board will ratify the vote at the public meeting.

6. Other Business:

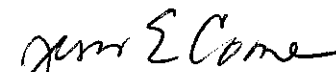
7. Adjournment:

Mrs. Ruot asked for a motion to adjourn the meeting. With a motion made by Mr. Coleman the meeting was adjourned at 12:20 p.m.

Respectfully submitted,



Renea Howe
Recording Secretary



Mr. James C. Come
Secretary