



**REDEVELOPMENT AUTHORITY OF THE CITY OF UNIONTOWN
BOARD OF DIRECTORS MEETING MINUTES
May 15, 2024**

1. Pledge

2. Call to Order/Roll Call/Additional Attendances

The Redevelopment Authority of the City of Uniontown, Pennsylvania met in regular session in Uniontown, Pennsylvania on Thursday, the 13 day of March 2024.

The Executive Director called the meeting to order at 4:00 PM and roll call was as follows:

Paul Palya - Present
Dr. Kurt Sturdevant - Present
Brad Trott – Present
Matt George – Absent
Mark Rafail – Absent

Additional Attendance: Sign-in sheet Provided.

Jeremy Davis, Esquire
Director Simmons, Executive Director
Samantha Mayfield, Program Manager

3. The Executive Director stated: “If a potential conflict exists, you are duty bound to disclose.”

4. Approval of Minutes

Director Simmons requested a Motion to approve the meeting minutes for May 15, 2024.

Motion: Dr. Kurt Sturdevant

Second: Mr. Paul Palya

All in Favor. Motion Carried

5. Treasurer's Report

a. Balance Sheet - Profit and Loss

The balance sheet was reviewed and all finances in order and balances revenue and expenditures. Audit will include journal entries.

Director Simmons requested a Motion to approve the treasurer's report for May 15, 2024.

Motion: Mr. Paul Palya

Second: Dr. Kurt Sturdevant

All in Favor. Motion Carried

b. Approval of Checks and Online Transfers

Director Simmons requested a Motion to approve the online transfers for May's monthly reimbursements.

Motion: Mr. Brad Trott

Second: Dr. Kurt Sturdevant

All in Favor. Motion Carried

6. Public Comment - No Public Comment



1. New Business

a. Property Purchase Requests/Donation

Angela Brown, Councilwoman submitted a bid for \$1000 with an agreement to raise to \$2,000 for 76 Cleveland Parcel # 38-130-009. The bidding new bidding process was followed. There will be a property soon be donated to the Authority.

Director Simmons requested a Motion to approve a property purchase request for 76 Cleveland to Angenla Brown upon solicitor's final review and pending bidding close date May 18, 2024.

Motion: Dr. Kurt Sturdevant

Second: Mr. Paul Palya

All in Favor. Motion Carried

The new property marketing will soon be launched.

b. Lawn Maintenance Amendment

i. Stakey Lawn & Land LLC (H2B - Maches)

E&H Contract was closed, and the letter will be created for Jeremy's Review. A contract should soon be prepared for Starkey. All properties are mowed besides 188 Lenon, 16 and 28 Markle, 84 and 96 Murray and 113 Searight. Several properties are on the demo list and others will require a spot specific clean up.

Starkey requested to his fall cut and add it to the Spring cut contract cost will not change.

ii. Park Maintenance Separate Contract – Domes Landscaping (Motion)

Domes Lawn Care LLC – Joe Walkos submitted costs at \$3,255.00 for park maintain clean up includes \$20 Nemaconin \$45 for Storey square and Lincoln view and Lemon Street. These costs are comparable to the previous contract.

Attention was brought to presenting a clear scope for the maintenance of each property.

Director Simmons requested a Motion to approve a one-year contract with Domes Lawncare LLC in the amount of \$3,255 pending final contract.

Motion: Dr. Kurt Sturdevant

Second: Mr. Paul Palya

All in Favor. Motion Carried

c. Property Maintenance

i. Demolition Update – Bidding Underway CDBG-2020,2021,2023.

Properties are underway for bidding and has been reviewed with the Engineer.

ii. Structure Inspections K2 Estimate - \$1,600

Four structure inspections to include 30 Whiteman.

iii. CDBG Code Enforcement – Tarrance Price 5/14 Meeting



A new full-time code enforcement officer hired and meetings to review time allocation were held.

d. Landlord Registration Ordinance Proposed Updates and Event (Update)

Ordinance in draft form and the license fee is under review.

e. Blight Remediation Plan – Task Force Tentative June 3, 2024 (Update)

Fast Track Five Step Strategy will be followed and soon there will be an RFQ. Inventory software is under review.

f. Storey Square Maintenance/Ownership Agreement, Insurance Claim, Rental

Non-Profit \$150 and for profits \$300 –50% reduction for non-profit the new rental process is fully online. A preapplication is submitted, it is approved by our office, then to the Mayor/Clerk then and agreement is processed the same way. These notices are provided to the police department.

Director Simmons requested a Motion to approve the Storey Square rental cost for for-profits from \$150 to \$300.

Motion: Dr. Kurt Sturdevant

Second: Mr. Paul Palya

All in Favor. Motion Carried

g. Storey Square Summer Concert Series – Advertising Package – Sponsors Needed

Electricity was reviewed with West Penn Power. An electrician will be onsite to review the electricity on site. West Penn power shared the process to request a repaired of lights owned with West Penn Power Sponsorships are still needed to fund the concert series. WMBS will be onsite, and it will cost \$6,300. If sponsors can be obtained the event could be extended into September. Meals will be kept at a meal to \$10.00 not including the drink. With there being variety on the third Thursday this amount will be adjusted.

h. Uniontown Sign Standards Lemon Street Park Signage (Update)

Sign Standards have been created and once updated there will now be a uniform process for signage.

i. Low Interest Loan Correspondence and Options Letters and HOME/USDA – Update

Some finalized letters for outstanding loans and process for payment plans underway.

j. Downtown Business District Cooperation Agreement – Schedule of Rates Pending

Schedule of rates pending.

k. Local Share Account – RFQ Professional Services – Extension Requested

Pending extension.

l. Uniontown Property Development Corporation (UPDC) Appoint Members

Seeking members.

m. City Cooperation

i. CDBG Administration – June 13 6PM Connellsville First Hearing – Modification



1. Calvary Playground – CDBG 2021-2023 – Uniform Relocation Assistance
 2. State Theater – CDBG 2021 - One Voice One Community – CDBG 2021
- ii. 2024 Exhibits
1. Comprehensive Planning and Five-Year Strategic Planning
 2. Strategic Management Planning Grant DCED Presentation June 6

Grant will be written for the STMP

3. Greenways, Trails and Recreation Program Marshall Park
 4. American Junior Golf Foundation (AJGF)
2. Executive Session (Personnel)

Director Simmons requested a Motion to enter an executive session to discuss personal matters. 4:40PM

Motion: Mr. Brad Trott

Second: Mr. Paul Palya

All in Favor. Motion Carried

Left Executive Session 4:40 PM

Mr. Brad Trott requests a Motion to approve the Executive Director to provide external consulting services for Ascend Properties.

Motion: Mr. Brad Trott

Second: Mr. Paul Palya

All in Favor. Motion Carried

10. Next Meeting June 26, 2024

12. Adjournment

Director Simmons requested a Motion to adjourn the meeting.

Motion: Mr. Paul Palya

Second: Mr. Brad Trott

All in Favor. Motion Carried



Brad Trott, Secretary



DATE