

Meeting Agenda
State College Borough Redevelopment Authority
March 27, 2019
Room 241 / 12 p.m

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes**
- IV. Chair Report**
- V. Public Hour - Hearing of Citizens**
- VI. Financial Matters**
 - A. January and February 2019 Expense Voucher Approvals
- VII. Community Development**
 - A. Update on NSP Student License Purchase Program
- VIII. Economic Development**
 - A. Update on State College Town Centre Project
- IX. Official Reports and Correspondence**
- X. Upcoming Meetings**
- XI. Adjournment**

Documents:

[Complete Redevelopment Authority Agenda - March 27, 2019.pdf](#)

**Meeting Agenda
State College Borough
Redevelopment Authority
March 27, 2019
Room 241 / Noon**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes – January 23, 2019**
- IV. Chair Report**
- V. Public Hour - Hearing of Citizens**
- VI. Financial Matters**

- A. January and February 2019 Expense Voucher Approvals

A recommendation of the Borough's 2017 audit was for the Redevelopment Authority (RDA) to begin formally approving expenses. Beginning July 1, 2017, the RDA started approving expenditures at their regularly scheduled meetings.

Redevelopment Authority Action: The RDA should review and approve the January and February 2019 expenditures.

- VII. Community Development**

- B. Update on NSP Student License Purchase Program

Staff will provide a brief update on implementation issues related to the Student Home License Purchase Program.

- VIII. Economic Development**

- C. Update on State College Town Centre Project

Staff will provide a staff update on the State College Town Center negotiations and Council's, and Redevelopment Authority's, approval process.

- IX. Official Reports and Correspondence**

- A. Borough Council

- B. Planning Commission

- C. Staff Reports

X. Upcoming Meetings

April 23, (change from April 24th) 2019 at Noon

XI. Adjournment

The Redevelopment Authority will adjourn to an Executive Session to discuss Real Estate matters.

**Meeting Minutes
State College Borough
Redevelopment Authority
January 23, 2019**

The State College Borough Redevelopment Authority (RDA) met on Wednesday, January 23, 2019, in the Municipal Building, 243 South Allen Street. Ed LeClear, Planning Director, called the meeting to order at 12:03 p.m.

Members Present

Sally Lenker, Chair; Mark Huncik; Rebecca Misangyi; Colleen Ritter, and James Shincovich

Others Present

Ed LeClear, Planning Director; Jenna Wargo, Planner; Sandra Lieb, Administrative Assistant

Election of Officers

A motion was made by Ms. Misangyi and seconded by Mr. Huncik to nominate Ms. Lenker for Chair. The vote was unanimously in favor.

A motion was made by Mr. Huncik and seconded by Mr. Shincovich to nominate Ms. Ritter for Vice-Chair. The vote was unanimously in favor.

A motion was made by Ms. Misangyi and seconded by Ms. Ritter to nominate Mr. Shincovich for Secretary-Treasurer. The vote was unanimously in favor.

Approval of Minutes

A motion to approve the December 19, 2018 minutes as amended was made by Mr. Huncik and seconded by Mr. Shincovich. The vote was unanimously in favor.

Chair Report

The Chair had nothing to report.

Public Hour - Hearing of Citizens

No one was in the audience who wished to discuss items not on the agenda.

Financial Matters

December 2018 Expense Voucher Approvals

Mr. LeClear reported that the petty cash was used to buy gloves for Public Works.

Mr. Huncik asked why the electric bill was so much higher for unit #2 than for unit #1 at 245 West Hamilton Avenue. He added that the kilowatt usage seemed to be more typical of an occupied house. Mr. Shincovich said there was electric heat on the porch. Mr. LeClear stated there were two base-board electric heaters on the porch, and he would talk to maintenance about this.

A motion to approve the December 2018 Expense Voucher was made by Ms. Ritter and seconded by Ms. Misangyi. All were unanimously in favor.

Community Development

Update on NSP Student License Purchase Program & REAC Report

Mr. LeClear stated that REAC would like to have a meeting with the RDA in February to discuss the report. They would like to arrange that for the regular meeting in February.

Mr. LeClear said this was the third Council since the NSP and HIPP programs were created. He was putting together a presentation to show the history of these programs to update Council.

Mr. Shincovich reported that at the State College Community Land Trust annual meeting they had a panel discussion of the homeowners about the Land Trust Program. He added it was very informative. He suggested that the RDA have a work session with Council and have purchasers of the RDA houses and members of the neighborhoods discuss how they viewed the program working. Mr. LeClear said he would talk to the Borough Manager, about the idea. Mr. LeClear added that in the beginning it was understood they would lose significant funds with the program, but they should figure out a way to show the other side. Mr. LeClear stated that on the 200 and 300 block of West Prospect Avenue there were two houses that did not have student rentals when they were for sale, but those houses could have become student rentals.

Ms. Lenker said the Board had discussed taking before and after pictures of the houses they had bought and sold. Ms. Wargo added they could get the word out from the neighbors and use video clips to show the progress. Ms. Lenker stated the pictures from the home inspections would be available to use to show the difference in the homes and neighborhoods.

Mr. LeClear stated the line of credit (LOC) would expire in April of 2020. Mr. Huncik asked if the LOC could be used to buy student home licenses. Mr. LeClear replied that it could be used. Mr. LeClear added there would not be a physical asset but the right to rent to students would be removed, and the homeowner would be compensated for the license.

Ms. Lenker said this could be an issue for the homeowner because the properties are appraised at market value. Mr. Huncik asked if rentals are a part of the appraisal. Ms. Lenker stated that income does come into the appraisal. Mr. LeClear said there may be a potential for a reduction in the value without a Student Home License.

Mr. Huncik asked if any additional letters had been sent. Ms. Wargo replied the letters sent were specific to an area according to the tipping point.

Economic Development

Update on State College Town Centre Project

Mr. LeClear said a proposal from the Highlands would be on the February 4, 2019, Borough Council agenda and a vote would take place at the February 11, 2019 meeting.

Mr. LeClear stated the negotiations were ongoing. He added there would be an agreement between the Borough and the RDA. He said it would transfer to the RDA and then it would be between the developer and the RDA.

Mr. LeClear said there was a lot of interest in the Town Centre Project. He added that First National Bank (FNB) was concerned about not having the use of the drive-thru for two years because of the construction. He stated that Mr. Sahakian had a discussion with Penn State about a distribution center for the post office. He said there would be a place in the new Town Centre for foot traffic for the post office.

Official Reports and Correspondence

Staff Reports

Mr. LeClear reported the new Planner position had been advertised. He added that the Borough was not offering as much as was out there, but they had a few interested apply. Mr. LeClear said the position would stay open until it was filled.

Mr. Huncik said there were two other Planner positions opened in the surrounding townships and at Centre Region Council of Governments.

Conflict of Interest Memorandum

Mr. LeClear stated the memorandum was distributed annually and, was required by our federal programs and was for informational purposes only.

Upcoming Meeting

The next scheduled meeting was scheduled for February 27, 2019, at 12:00 p.m.

Adjournment

With no further business to discuss, a motion to adjourn the meeting was made by Mr. Huncik and seconded by Ms. Ritter. The meeting was adjourned at 1:10 p.m. by Chair Lenker. At that time, the Authority reconvened to an Executive Session to discuss real estate matters.

Respectfully submitted,

Sandra M. Lieb
Administrative Assistant

SCB RDA Voucher Report

Check Date Range: 1/1/2019 to 1/31/2019

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
NITTANY OIL COMPANY	REPAIRS & MAINT - BUILDINGS	RPR-HEATING SYSTEM	B114-14-42-00-0000-000-70372 - NSP11	38905	169.04
Check Number 38905 Total:					169.04
WEST PENN POWER COMPANY	ELECTRICITY	13 KWH-245 E HAMILTON APT 2-11/23- 12/25	B114-14-42-00-0000-000-73360 - NSP08	38929	8.47
WEST PENN POWER COMPANY	ELECTRICITY	1742 KWH-245 E HAMILTON APT 1-11/23- 12/25	B114-14-42-00-0000-000-73360 - NSP08	38929	198.61
WEST PENN POWER COMPANY	ELECTRICITY	771 KWH-308 W PROSPECT-11/23-12/25	B114-14-42-00-0000-000-73360 - NSP09	38929	92.23
Check Number 38929 Total:					299.31
NITTANY PRINTING & PUBLISHING CO	ADVERTISING	AD-MEETING DATES	B114-15-44-00-0000-000-72330	38942	192.67
Check Number 38942 Total:					192.67
NITTANY OIL COMPANY	HEATING FUEL	HEATING OIL	B114-14-42-00-0000-000-64230 - NSP11	38971	380.56
NITTANY OIL COMPANY	REPAIRS & MAINT - BUILDINGS	FURNACE CLEANING	B114-14-42-00-0000-000-70372 - NSP11	38971	119.75
Check Number 38971 Total:					500.31
STATE COLLEGE BORO WATER AUTH	WATER AND SEWER	600 N ALLEN-11/14-11/23-2 M GAL	B114-14-42-00-0000-000-73366 - NSP11	38985	29.08
Check Number 38985 Total:					29.08
COLUMBIA GAS OF PENNSYLVANIA	NATURAL GAS	111 CCF-245 E HAMILTON-12/3-1/4	B114-14-42-00-0000-000-73362 - NSP08	39025	112.41
Check Number 39025 Total:					112.41
EDWARD LECLEAR	PROFESSIONAL DEVELOPMENT	TRVL RMBS-AIRFARE-TRV #04	B114-15-44-00-0000-000-62121 -	39032	664.00
Check Number 39032 Total:					664.00
COLUMBIA GAS OF PENNSYLVANIA	NATURAL GAS	211 CCF-308 W PROSPECT-12/11-1/14	B114-14-42-00-0000-000-73362 - NSP09	39133	270.75
Check Number 39133 Total:					270.75

SCB RDA Voucher Report

Check Date Range: 1/1/2019 to 1/31/2019

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
NITTANY OIL COMPANY	HEATING FUEL	HEATING OIL	B114-14-42-00-0000-000-64230 - NSP11	39159	432.23
Check Number 39159 Total:					432.23
PAIN NINJA'S INCORPORATED	REPAIRS & MAINT - BUILDINGS	PAINTING-308 W PROSPECT	B114-14-42-00-0000-000-70372 - NSP09	39173	1,062.00
Check Number 39173 Total:					1,062.00
WEST PENN POWER COMPANY	ELECTRICITY	818 KWH-600 N ALLEN-12/13-1/14	B114-14-42-00-0000-000-73360 - NSP11	39195	37.86
Check Number 39195 Total:					37.86
CHRISTIAN T AUMILLER	PROFESSIONAL SERVICES	COMPLETION OF TWO APPRAISALS F	B114-15-44-00-0000-000-67310	39217	4,400.00
Check Number 39217 Total:					4,400.00
					8,169.66
Fund B114 Total:					8,169.66
Grand Total					8,169.66

SCB RDA Voucher Report

Check Date Range: 2/1/2019 to 2/28/2019

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
LOWE'S COMPANIES INC	REPAIRS & MAINT - BUILDINGS	REFRIGERATOR, KITCHEN APPLIANCES	B114-14-42-00-0000-000-70372 - NSP09	39309	1,948.40
LOWE'S COMPANIES INC	REPAIRS & MAINT - BUILDINGS	RETURNED ITEM	B114-14-42-00-0000-000-70372 - NSP11	39309	(599.00)
LOWE'S COMPANIES INC	REPAIRS & MAINT - BUILDINGS	REFRIGERATOR, KITCHEN APPLIANCES	B114-14-42-00-0000-000-70372 - NSP11	39309	619.00
Check Number 39309 Total:					1,968.40
MIKE'S VIDEO INC	REPAIRS & MAINT - BUILDINGS	CONTROL THERMOSTAT	B114-14-42-00-0000-000-70372 - NSP11	39311	50.00
Check Number 39311 Total:					50.00
S C BOROUGH GENERAL FUND	SOLID WASTE DISPOSAL	REFUSE-1/1/19-6/30/19-245 E HAMILTON	B114-14-42-00-0000-000-73365 - NSP08	39323	282.00
S C BOROUGH GENERAL FUND	SOLID WASTE DISPOSAL	REFUSE-1/1/19-6/30/19-308 W PROSPECT	B114-14-42-00-0000-000-73365 - NSP09	39323	176.00
S C BOROUGH GENERAL FUND	SOLID WASTE DISPOSAL	REFUSE-1/1/19-6/30/19-600 N ALLEN	B114-14-42-00-0000-000-73365 - NSP11	39323	234.00
Check Number 39323 Total:					692.00
STATE COLLEGE BORO WATER AUTH	WATER AND SEWER	308 W PROSPECT-9/27-12/28-8 M GAL	B114-14-42-00-0000-000-73366 - NSP09	39336	134.30
Check Number 39336 Total:					134.30
WEST PENN POWER COMPANY	ELECTRICITY	12 KWH-245 E HAMILTON #2-12/26-1/23	B114-14-42-00-0000-000-73360 - NSP08	39355	8.33
WEST PENN POWER COMPANY	ELECTRICITY	1471 KWH-245 E HAMILTON #1-12/26-1/23	B114-14-42-00-0000-000-73360 - NSP08	39355	170.07
WEST PENN POWER COMPANY	ELECTRICITY	657 KWH-308 W PROSPECT-12/26-1/23	B114-14-42-00-0000-000-73360 - NSP09	39355	80.42
Check Number 39355 Total:					258.82
COLUMBIA GAS OF PENNSYLVANIA	NATURAL GAS	340 CCF-245 E HAMILTON AVE-1/4-2/4	B114-14-42-00-0000-000-73362 - NSP08	39372	314.82
Check Number 39372 Total:					314.82
LOWE'S COMPANIES INC	REPAIRS & MAINT - BUILDINGS	REFRIGERATOR, CONNECTORS	B114-14-42-00-0000-000-70372 - NSP09	39387	34.64

SCB RDA Voucher Report

Check Date Range: 2/1/2019 to 2/28/2019

VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
LOWE'S COMPANIES INC	REPAIRS & MAINT - BUILDINGS	REFRIGERATOR, CONNECTORS	B114-14-42-00-0000-000-70372 - NSP11	39387	474.05
Check Number 39387 Total:					508.69
COLUMBIA GAS OF PENNSYLVANIA	NATURAL GAS	81 CCF-308 W PROSPECT-1/14-2/12	B114-14-42-00-0000-000-73362 - NSP09	39454	120.25
Check Number 39454 Total:					120.25
MAKDAD INDUSTRIAL SUPP CO INC	REPAIRS & MAINT - BUILDINGS	TRANE IGNITOR KIT	B114-14-42-00-0000-000-70372 - NSP09	39478	76.07
Check Number 39478 Total:					76.07
NITTANY OIL COMPANY	HEATING FUEL	HEATING OIL	B114-14-42-00-0000-000-64230 - NSP11	39485	554.75
Check Number 39485 Total:					554.75
ONE TIME PAY	SECURITY DEPOSITS	SECURITY DEPOSIT-308 W PROSPECT	B114-00-00-00-0000-000-25020 - NSP09	39491	675.00
Check Number 39491 Total:					675.00
WEST PENN POWER COMPANY	ELECTRICITY	1654 KWH-600 N ALLEN-1/15-2/13	B114-14-42-00-0000-000-73360 - NSP11	39588	190.60
Check Number 39588 Total:					190.60
					5,543.70
Fund B114 Total:					5,543.70
Grand Total					5,543.70