

Minutes
REDEVELOPMENT AUTHORITY OF BRADFORD COUNTY

1 Elizabeth Street, Towanda, PA 18848

February 9, 2026

1:00 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/89576968376?pwd=Bf2m0Ft8RNtaMMTliVzad3kw9E3Mz0.1>

Meeting ID: 895 7696 8376

Passcode: 884930

- I. **Roll Call and Call to Order:** The meeting was called to order at 1:00 pm with the following members in attendance: Chris Kaiden, Kyle Lane, Matt Allen, Scott Williams (Virtually). Clint Kellar was absent. Additionally, Matt Williams (CBPA), Barry Thrush (Towanda Borough) and Winnie Branton (Branton Strategies – Virtually) were in attendance.

- II. **Public Comment:** There were no public comments.

- III. **Minutes :** *A motion was made by Kyle Lane to approve the minutes of the January 12, 2026, meeting, with a 2nd by Matt Allen. The motion carried unanimously.*

- IV. **Finance Report :** Matt Williams provided the board with the financial report for the period ending January 31, 2026. The RDA Account has a current cash balance of \$2,273.97. There is one outstanding invoice payable to The Daily Review for the 2026 Meeting Advertisement in the amount of \$89.33. Matt Williams also advised that PA Bureau of Unclaimed Property has approved the disbursement of the unclaimed funds which should be received prior to the next meeting. The full report is attached to these minutes.

A motion was made by Kyle Lane to approve the financial report with a 2nd by Matt Allen. The motion carried unanimously.

- V. **Staff Report:** The staff report is contained within the business items below.

- VI. **Unfinished Business**
 - A. **Draft Land Bank Ordinance – Status** – Chris Jones provided an update to the Board regarding the status of the County Land Bank Ordinance. The draft ordinance has been transmitted to the County Solicitor (Chris Gabriel, Gabriel-Fera PC) for their review and comments. The draft ordinance authorizes the

County Redevelopment Authority to operate as a Land Bank as allowed under Commonwealth Law. The draft ordinance also proposes establishing funding programs under PA Act 151 and PA Act 48. The County has not provided initial comments back to the RDA for consideration.

B. Draft Intergovernmental Agreement – This item will be developed in consultation with Board, Solicitor and Dawood after the Land Bank Ordinance has been adopted by the County.

C. County Land Bank Designation – Dawood Update

i. Presentation to the Board – Case Studies and FAQ Materials – Winnie Branton provided an overview of other Land Bank operations within the Commonwealth. This included basic operating models and revenue streams. She also provided the Board with an FAQ Document for review and use for outreach to municipal governments and school boards. The documents are attached to the minutes.

D. Blighted Property Inventory: Matt Williams indicated that he discussed compiling a blighted property inventory in coordination with the Planning and Mapping Staff who indicated they would help. Matt Williams is going to invite them to the March meeting to discuss. Ancillary to this, Chris Kaiden provided a list of properties that Sayre Borough has been tracking as blighted. There was discussion with Barry Thrush (Towanda Borough) related to the status of a blighted property list formerly maintained by the Borough. He indicated he would pull the file and verify the status of the list. Barry offered to attend future meetings to discuss properties in the Borough.

E. Budget Development – County Recording Data: Matt Williams distributed information provided by the County Register & Recorder’s Office related to historical deed and mortgage filings. This is the mechanism for which fees can be used to support Act 152 (County Demolition Fund) and Act 137 (Affordable Housing Fund) programs. The County currently has an Act 137 program and charges a \$13.00 fee per filing.

VII. New Business: There was no new business

VIII. General Discussion: There was no general discussion.

IX. Adjournment: The meeting was adjourned at 2:13pm