Huntingdon Borough Community Development Committee Meeting Minutes

The Huntingdon Borough Community Development Committee meeting was held in the Borough Conference Room, 530 Washington Street, Huntingdon, PA on Tuesday, August 5, 2025.

Members present were President James Bair, Vice-President David Fortson, Councilman Robert Jackson, Councilwoman DeeDee Brown, Councilwoman Jennifer Powell, Mayor Thomas Yoder, Borough Engineer Qian Zhang, Borough Manager Chris Stevens and Borough Secretary Richard King.

Present on Teams meeting was Luis Nunez and Chief of Police Charles Streightiff.

A Power Point presentation update was given by GHD on the Strategic Business Plan and Mainstreet Manager.

This presentation started at 3:00 PM.

Luis Nunez went over the presentation with the committee.

The main topics that are needed first were to have a central email setup for the Mainstreet Manager, have a committee of stakeholders, job description for a Mainstreet Manager and to send a map of the main area that we are dealing with.

The area will be from William Smith Street to 8th Street, on Penn, Washington and Mifflin Street.

Borough Manager Chris Stevens then emailed Luis Nunez a map of the area that we are dealing with.

Vice-President David Fortson said that the reason we have so many vacant places is that the rent on the property is high, and people cannot afford to pay.

Chairwoman Jennifer Powell said that we should look at having an ordinance for vacant properties and make the property owner pay.

Chairwoman Jennifer Powell called the Community Development Committee meeting to order at 3:39 PM.

There were no guest present to be recognized.

Chairwoman Jennifer Powell called on the Grants Administrators report.

Chris Stevens said we have received our 2025 DCED allocation in the amount of $123,182, where administration will get $22,172, which leaves us $101,010 for our project.

Chris Stevens said that we are waiting on the results of the Detwiler Field Lighting amount.

Chris Stevens said if there is some money left we could put this on the paving of 7th Street Parking Lot, or you could consider other projects.

Chairwoman Jennifer Powell said that we can apply for DCED money to do a complete remake of Weaver Park.

Chairwoman Jennifer Powell called on the Mainstreet Manager.

Chairwoman Jennifer Powell said we have sent the plans, and we have set up an email account. Jennifer asked if we are going to hire a Mainstreet Manager that this will need in the Budget.

President James Bair said we need to get ready to do this.

Borough Manager Chris Stevens said to start this at the first of the year.

President James Bair said that the job will start in January.

Chairwoman Jennifer Powell said that we need to have a vote to have this position.

Chairman Robert Jackson said you will need to give this person a good month incase they already have a job to give notice.

Vice-President David Fortson said we need to vote to do a Mainstreet Managers position.

President James Bair said this will be place on the Borough Council agenda to take a vote, and in September put out fillers for this position.

Borough Manager Chris Stevens asked who is going to be on this Authority. Chris said this person will have insurance and retirement. Chris said that this person will answer to Huntingdon Borough Council.

The committee then decided to name this authority, the Economic Development Authority.

Borough Manager Chris Stevens said to have 3 council members and 2 people from Landmarks.

Mayor Thomas Yoder said the authority should only have borough residence.

Other names mentioned for members on the authority were Visitors Bureau, HCB&I, and Chamber of Commerce.

 It was mentioned that this Mainstreet Manager person reports to the Borough Manager.

Borough Manager Chris Stevens said that this position will be management and not union.

Borough Manager Chris Stevens said that you will need to advertise the Economic Development Authority, with by-laws.

Chairwoman Jennifer Powell called on the Borough Managers report.

Chris Stevens said there is not a whole lot of grant money out there right now.

Chairwoman Jennifer Powell called on old business.

There was nothing reported under old business.

Chairwoman Jennifer Powell called on new business.

Councilman Robert Jackson said these people buy these properties and the top floors are in disrepair and the roof needs replaced.

Councilwoman DeeDee Brown said that is why we have a Code Enforcement Officer, to check on these and start fining them.

Borough Engineer Qian Zhang asked how can we be more helpful in helping with this.

After no further business, the Community Development Committee meeting was adjourned at 4:00 PM.

Minutes submitted by,

Richard S. King
Borough Secretary