

**MINUTES OF THE MEETING OF THE BOARD OF THE REDEVELOPMENT
AUTHORITY OF THE COUNTY OF BERKS**

January 22, 2019

Chairman Glenn Yeager, called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:33 P.M. on January 22, 2109 at the offices of the Redevelopment Authority of the County of Berks, 606 Court Street, 3rd Floor, Reading, Pennsylvania.

The following Board members were present during the meeting:

Glenn A. Yeager, Chairman
Eileen Kastura, Vice Chair (arrived 4:42 p.m.)
Theodore Bassano, Treasurer
Pellegrino Orlando, Asst. Secretary/Asst. Treasurer

Chairman Yeager declared a quorum of Board members present.

Also in attendance were:

Joan E. London, Esquire of Kozloff Stoudt, Solicitor
Kenneth L. Pick, Executive Director
Kathy Miller, Fiscal Officer
Kathy Heckman, Executive Assistant
Tom Dachowski, Housing Director
Pamela J. Cala, Esquire (via teleconference)

Chairman Yeager opened the annual reorganization of the Authority Board and accepted the nomination of Joan E. London, Esquire as temporary Chairperson. Upon a motion made by Theodore Bassano and seconded by Pellegrino Orlando, the nominations for temporary Chairperson were closed resulting in the selection of Attorney London as temporary Chairperson.

Attorney London then asked for nominations for Chairman of this Authority. Upon motion duly made by Theodore Bassano and seconded by Pellegrino Orlando, Glenn Yeager was nominated for the office of Chairman of this Authority. Upon motion duly made and seconded, nominations for Chairman were closed and Glenn Yeager was declared the Chairman of this Authority. Mr. Yeager then assumed the office of Chairman of this reorganization meeting.

Chairman Yeager then asked for nominations for Vice Chairman of this Authority. Upon motion duly made by Glenn Yeager and seconded by Theodore Bassano, Eileen Kastura was nominated for the Office of Vice Chairman of this Authority. Upon motion duly made and seconded, nominations for Vice Chairman were closed and Eileen Kastura was declared the Vice Chair of this Authority.

Chairman Yeager then asked for nominations for Secretary of this Authority. Upon motion duly made by Glenn Yeager and seconded by Theodore Bassano, Pellegrino Orlando was nominated for the Office of Secretary of this Authority. Upon motion duly made and seconded, nominations for Secretary were closed and Pellegrino Orlando was declared the Secretary of this Authority. Pellegrino Orlando then assumed the office of Secretary of this reorganization meeting.

Chairman Yeager then asked for nominations for Assistant Secretary of this Authority. Upon motion duly made by Glenn Yeager and seconded by Pellegrino Orlando, Theodore Bassano was nominated for the Office of Assistant Secretary of this Authority. Upon motion duly made and seconded, nominations for Assistant Secretary

were closed and Theodore Bassano was declared the Assistant Secretary of this Authority.

Chairman Yeager then asked for nominations for Treasurer of this Authority. Upon motion duly made by Glenn Yeager and seconded by Pellegrino Orlando, Theodore Bassano was nominated for the Office of Treasurer of this Authority. Upon motion duly made and seconded, nominations for Treasurer were closed and Theodore Bassano was declared the Treasurer of this Authority.

Chairman Yeager then asked for nominations for Assistant Treasurer of this Authority. Upon motion duly made by Glenn Yeager and seconded by Theodore Bassano, Pellegrino Orlando was nominated for the Office of Assistant Treasurer of this Authority. Upon motion duly made and seconded, nominations for Assistant Treasurer were closed and Pellegrino Orlando was declared the Assistant Treasurer of this Authority.

Chairman Yeager nominated the firm of Kozloff Stoudt, P.C. as Solicitor of this Authority, which motion was seconded by Theodore Bassano. All members of the Board present voted to approve the nomination and to retain Pamela J. Cala, Esquire, Joan London and the firm of Kozloff Stoudt, P.C. as Solicitor of this Authority.

Chairman Yeager made a motion to appoint Kenneth L. Pick as the Executive Director of this Authority, which motion was seconded by Theodore Bassano. All members of the Board present voted in the affirmative to appoint Kenneth L. Pick as the Executive Director.

Theodore Bassano, Treasurer of this Authority, presented the Profit & Loss Statement for the period of December 1, 2018 through December 31, 2018 and the Balance Sheet as of December 31, 2018. A copy of said report is attached to these Minutes. Upon motion by Glenn Yeager and seconded by Pellegrino Orlando, all Board members present voted to accept the report of the Treasurer, including said Profit & Loss Statement and Balance Sheet, subject to audit.

Upon motion made by Glenn Yeager and seconded by Eileen Kastura, all members of the Board present, except for Theodore Bassano who abstained due to his absence from the meeting, voted to approve the October 23, 2018 minutes of the Board of this Authority.

Upon motion made by Glenn Yeager and seconded by Eileen Kastura, all members of the Board present, except for Pellegrino Orlando who abstained due to his absence from the meeting, voted to approve the December 18, 2018 minutes of the Board of this Authority.

Theodore Bassano then presented the list of payments to creditors representing the period of December 20, 2018 through January 22, 2019. A copy of said report is attached to these Minutes. Upon motion by Glenn Yeager and seconded by Theodore Bassano, all Board members present voted to approve the list of payments to creditors.

There were no communications presented.

There were no committee reports presented.

Kathy Heckman then gave a brief report on the "Next Step Program." Mrs. Heckman advised the Board that there are twenty-one (21) contracts, and that one (1)

will be terminated as of January 31, 2019 due to owner/landlord non-compliance with the terms of the Contract. The tenant received an extension of her program Voucher and is in the process of locating another housing unit. There will be a new tenant and family in the Sunshine Homes in Muhlenberg, as of February 1, 2019.

Mr. Pick gave a brief update on the Colebrookdale Railroad. Mr. Pick advised the Board that he and Nathaniel Guest are working on a Capital Assistance Program Grant, for a new welcome center (passenger station) and a transloading center for freight. Mr. Pick and Mr. Guest are working with Stone Consulting to determine the best location for the transloading facility for freight.

Mr. Pick and Ms. London then gave an update on the Armorcast Redevelopment Area and stated that acquisition is still in progress.

Mr. Dachowski then gave a brief summary on various housing programs currently administered by this Authority. Mr. Dachowski stated that at 2537 Fairview Avenue, the drywall was in place, and it will likely be painted by the end of the week. At 3200 Reading Crest Avenue (new MDJ office) the drywall has been completed, the light fixtures have been installed, the electricity and plumbing are nearly completed, and the lease will commence on March 1, 2019. At the Summit Avenue property in the Borough of Mt. Penn, the engineers and surveyors are still working on up-front planning.

The Blighted Property Review Board meeting, scheduled for 2:30 pm on this date, was cancelled, as one of the Cumru properties sold, and the owner of the other had been in bankruptcy, with the lender about to foreclose.

Under Miscellaneous Items, Ken Pick reported that he is working with Kathy Miller and Pam Cala and the Office of the County Controller to assign a number of mortgages, worth approximately \$4 million, to the Redevelopment Authority. It appears that the County will record a global assignment form, listing all of the properties, notes, and mortgages. This will not have any risk for the Redevelopment Authority.

Under New Business, Ken Pick presented an Agreement between this Authority and the Colebrookdale Railroad Preservation Trust for the purpose of administering funds in the amount of \$510,000.00 from the Federal CDBG Program for the transload facility and Welcome Center projects in Boyertown, Pennsylvania. Upon motion made by Glenn Yeager, second by Theodore Bassano, all Board members present voted to approve the execution and implementation of said Agreement.

Next, Mr. Pick presented a Cooperation Agreement between this Authority and the County of Berks for the administration of a \$1,500,000.00 RACP grant for the Boyertown Welcome Center. The County has agreed to pay any ineligible costs. Upon motion made by Glenn Yeager, second by Eileen Kastura, all Board members present voted to approve the execution of said Agreement.

Ken Pick then presented an Agreement between this Authority and the Hope Rescue Mission for operational costs for a homeless shelter in the amount of \$60,000.00 per year over a five-year period from the County Act 137 Program. Upon motion made by Glenn Yeager, second by Pellegrino Orlando, all Board members present voted to approve the execution and implementation of said Agreement.

Next, Mr. Pick presented Resolution No. 2019-1, a copy of which is attached to these minutes, authorizing the sale of a 12-foot wide alley to the Borough of Boyertown for \$1.00 and the execution of all necessary and appropriate documents related thereto. The deed will be a quitclaim deed with no warranties of title, as the Borough has agreed. Upon motion made by Theodore Bassano, second by Eileen Kastura, all Board members present voted to approve the adoption of Resolution No. 2019-1, as presented.

Mr. Pick then presented Resolution No. 2019-2, a copy of which is attached to these minutes, authorizing the purchase of the property located at 523 Harding Avenue in Shillington, Pennsylvania for \$148,000.00 and the execution of all necessary and appropriate documents related thereto. Upon motion made by Glenn Yeager, second by Theodore Bassano, all Board members present voted to approve the adoption of Resolution No. 2019-2, as presented.

Next, Ken Pick presented an Agreement between this Authority and the Berks County Nonprofit Development Corporation for the purpose of administering funds in the amount of \$170,000.00 from the federal HOME Program for the project at 523 Harding Street, Shillington, Pennsylvania. Upon motion made by Theodore Bassano, second by Glenn Yeager, all Board members present voted to approve the execution and implementation of said Agreement.

Lastly, Mr. Pick presented the proposals from the accounting firms of Trout, Ebersole & Groff, Baker Tilly and Herbein & Company for auditing services for this Authority for the years 2018, 2019 and 2020. Following a review and discussions among the Board members, a motion was made by Glenn Yeager, second by Theodore Bassano

to accept the proposal from the firm of Herbein & Company for the 2018, 2019, and 2020 audits. All Board members present voted to approve the acceptance of said proposal.

There being no further business of this Authority, a motion was made by Glenn Yeager to adjourn the meeting of this Authority. The motion was seconded by Eileen Kastura and all members of this Authority present voted in the affirmative. The next meeting of the Authority will be on February 26, 2019. This meeting was adjourned at 5:26 p.m.

Pellegrino Orlando, Secretary