

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

October 24, 2023

Vice Chair, Eileen Kastura called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:30 P.M. on October 24, 2023, at the offices of the Redevelopment Authority of the County of Berks, 400 E. Wyomissing, Avenue, Ground Floor, Suite 2, Mohnton, Pennsylvania 19540 and via Zoom telecommunications.

1. **Roll Call:**

The following Board members were present during the meeting:

Eileen Kastura, Vice Chair
Diodato Bassano, Treasurer
Jorge Diaz, Assistant Secretary/Assistant Treasurer
Thomas Ruth, Secretary
Glenn Yeager, Chairman- Absent

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor
Kenneth Pick, Executive Director
Tyler Reese, Facilities & Housing Manager
Jaime Perez, Housing Planner
Kathy Miller, Fiscal Officer
Kyre Maxwell, Assistant Fiscal Officer
Michele Hummel, Assistant Fiscal Officer
Pauline Klopp, Redevelopment Generalist
Susan Buono, Executive Assistant
Megan N. Thompson, CPA
Christopher Turtell, CPA

2. **Presentation of the 2021 Audit:**

Megan N. Thompson, CPA, and Christopher Turtell, CPA, of Herbein & Company presented the 2021 audit. A motion was made by Eileen Kastura and seconded by Jorge Diaz. All Board members present voted in the affirmative to accept the audit report.

3. **Reading and approval of minutes of the meeting of September 26, 2023**

Upon motion made by Jorge Diaz and seconded by Eileen Kastura, all members of the Board present voted to approve the September 26, 2023 minutes of the Board.

4. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of September 30, 2023. Mr. Bassano also presented the Statement of Activities from January 2023 through September 2023. A copy of the report is attached to these Minutes. Upon motion by Eileen Kastura and seconded by Jorge Diaz, all Board members present voted to except the report of the Treasurer, including said Profit & Loss Statement and Balance Sheet, subject to audit.

5. **Bills and Communications:**

Diodato Bassano presented the list of payments to creditors representing the period of September 27, 2023 through October 24, 2023. A copy of the report is attached to these Minutes. Upon motion by Jorge Diaz and seconded by Thomas Ruth, all Board members present voted to approve and/or ratify the list of payments to creditors.

6. **Reports of Committees:**

There were no committee reports presented.

7. **Unfinished Business:**

a) **Rentals (Susan)**

- a. Susan Buono advised letters were sent out to tenants on October 19, 2023, advising them of rent increases once their lease expires. Rent has not been raised in quite some time. As of now, Susan has not received any feedback from the tenants regarding this matter.

b) **Colebrookdale Railroad:** Mr. Pick advised of the following:

- a. Mr. Pick advised that we are looking at potentially settling on the two grants and loan in spring 2025 and we will have \$70,000,000 dollars in funding coming soon.

- c) **Emergency Rental Assistance Program (ERAP).**
 - a. Kyre Maxwell reported the following statistics since the September 26, 2023 Board meeting: there are 0 applications in progress, 0 applications submitted, 0 applications under review, 0 pending financial review, 2 pending applications info, 1,483 applications have been denied, 205 are in payment status with BCRA, 0 are in payment status with BCEH. Total assistance ended is 3,467.
- d) **Armorcast.** Mr. Pick reported that we have signed the settlement agreement and have paid the owner of the railroad station. The next step is to develop demolition specifications and remove the building.
- e) **Whole Homes Repair Program (WHRP) and Major Systems Program.** Tyler Reese advised the Board of the following:
 - a. To date, the cost of city repairs is \$14,260.00 and the rest of the county cost of repairs is \$440,552.00. Combined, there are 10 applications in progress, 14 have been submitted, 3 are under review, 45 applications are in the bidding phase, 8 were no new updates to share regarding the Major Systems Program.
- f) **Housing Report.** Jaime Perez advised the Board of the following:

Imagine Berks Plan received Smart Growth Award for 2023 which was accepted by the County Commissioners, who also issued 6 Berks County Master Planner Certifications, 3 of which were for County employees or business partners. These recipients were Jeremy Zaborowski, Derek Harris, and Jaime Perez. In year 2, we will be focusing on a \$1 million dollar housing fund established by Imagine Berks, a housing toolkit and modules with Planning in hopes of supporting and leading our municipalities through strategy, communication, and support.

8. **New Business:**

- a. **Amendment #1** A motion was made by Eileen Kastura and seconded by Diodato Bassano to approve the 1st Amendment to HOME-ARP funding agreement with BCNDC.
- b. **Resolution #2023-18** A motion was made by Jorge Diaz and seconded by Diodato Bassano to approve an application to the Local Share Account, Category 4 requesting a grant of \$1,247,292 for a project by Recycle the World, Inc.
- c. **Agreement# 1** A motion was made by Thomas Ruth and seconded by Jorge Diaz to approve the Agreement with Hope Rescue Mission providing \$60,000 per year for 5 years from the County's Act 137.

9. Adjournment:

There being no further business of this Authority, the Board a motion was made by Eileen Kastura to adjourn the meeting of this Authority. The motion was seconded by Diodato Bassano and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on November 14, 2023. This meeting was adjourned at 5:40 p.m.



~~Eileen Kastura, Vice Chair~~

Thomas Ruth, Secretary