

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

October 23, 2018

Chairman Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:32 p.m. on October 23, 2018 at the offices of the Redevelopment Authority of the County of Berks, 606 Court Street, 3<sup>rd</sup> Floor, Reading, Pennsylvania.

The following Board members were present for the meeting:

Glenn Yeager, Chairman  
Eileen Kastura, Vice Chair  
Pellegrino Orlando, Assistant Secretary/ Assistant Treasurer

Theodore Bassano, Treasurer, was absent. Chairman Yeager declared a quorum of Board members present.

Also in attendance were:

Kenneth L. Pick, Executive Director  
Kathy Miller, Fiscal Officer  
Kathy Heckman, Executive Assistant  
Tom Dachowski, Housing Director  
Joan E. London, Kozloff Stoudt, Solicitor  
Pamela J. Cala, Kozloff Stoudt, Solicitor (via speaker phone)  
William Koch, Jr., CPA, William Koch & Associates

The Minutes of the meeting of September 25, 2018 were presented. Upon motion by Glenn Yeager and second by Eileen Kastura, the Minutes were approved by unanimous vote of members present.

Kathy Miller presented the Report of the Treasurer for the period ending September 30, 2018, which included a Profit & Loss Statement and Balance Sheet. A copy

of the Report is attached to these Minutes. Upon motion by Glenn Yeager, second by Pellegrino Orlando, all Board members present voted to accept the Report of the Treasurer.

William Koch, Jr., CPA presented the 2017 Audit Report, which included the Redevelopment Authority of the County of Berks, DynaRyde, and the Berks County Nonprofit Development Corporation. Mr. Koch announced that the audit was a clean audit, with no instances of non-compliance with required standards or program requirements. The sole finding was a lack of segregation of duties, which is inevitable due to limited staff and found in nearly all agencies which do not have a large number of employees. The report is attached to these Minutes. Action on the Audit Report was tabled until the November meeting to allow Treasurer Bassano to review and comment.

There was a brief Executive Session called for matters of real estate acquisition, and the public meeting recessed at 5:08 p.m. The public meeting resumed at 5:16 p.m.

Kathy Miller then presented the list of invoices to creditors through October 23, 2018, a list of which is attached to these Minutes. Upon motion made by Glenn Yeager, second by Eileen Kastura, all Board members present voted to approve the payment of said invoices.

Ken Pick reported that there were no Communications or Committee Reports to present.

Kathy Heckman reported on the Next Step Program and Rentals. Ms. Heckman informed the Board that there are twenty-two (22) rental subsidy contracts in place, with

one (1) tenant having moved in on October 1, 2018. On Rentals, Ms. Heckman reported that a new tenant moved into 323 Homestead Avenue effective October 2, 2018.

Ken Pick reported on the Colebrookdale Spur, and advised that plans for the Pottstown Station were out for bid. Part is being built with state grants. Burkey Construction is handling construction and contract management. There is a Redevelopment Capital Program Assistance Grant application in progress, on which Mr. Pick is working with Nathaniel Guest. Mr. Guest advised that excursion trains have been full and that inquiries are being made into a steam locomotive

Ken Pick reported on Armorcast that he and Ms. London would be attending the Borough of Birdsboro Planning Commission meeting immediately after the Nonprofit Development Corporation meeting, to discuss whether a plan prepared for Mr. Motta, which would allow the freight station to remain in place, was feasible. Mr. Pick also reported that there was solid progress on power plant construction.

Ken Pick advised that the Housing Program report would be given at the Nonprofit Development Corporation meeting.

Tom Dachowski reported that the Blighted Property Review Committee would defer action on 113 Gerald Avenue, Cumru Township. The Certification Hearing for 150 Hartman Lane, Cumru Township, will be held on November 15, 2018.

Ken Pick reported that twelve (12) resumés for the Deputy Director position have been received. The position is still open, and postings have been placed with the PA Department of Community and Economic Development (DCED) and on Indeed.com. The resumés are from both local and national candidates.

Under New Business, Ken Pick presented the following items, which were acted on by the Board as set forth below:

(a) A motion by Glenn Yeager, second by Eileen Kastura, to approve the first amendment to the funding agreement with Catholic Charities of the Diocese of Allentown providing additional funds and extending the time period, approved unanimously.

(b) A motion by Eileen Kastura, second by Glenn Yeager, to approve a funding agreement with Family Promise of Berks County providing Forty-Nine Thousand Dollars (\$49,000.00) from the County's federal ESG Program, approved unanimously.

(c) A motion by Glenn Yeager, second by Eileen Kastura, to approve a funding agreement with Opportunity House providing Thirty-Seven Thousand Dollars (\$37,000.00) from the County's federal ESG Program, approved unanimously.

(d) A motion by Eileen Kastura, second by Glenn Yeager, to approve a funding agreement with Safe Berks providing Thirty-Seven thousand Dollars (\$37,000.00) from the County's federal ESG Program, approved unanimously.

(e) A motion by Glenn Yeager, second by Eileen Kastura, to approve a funding agreement with Berks Coalition to End Homelessness, providing Twenty-Eight Thousand Four Hundred Eighty-Seven Dollars (\$28,487.00) from the County's federal ESG Program, approved unanimously.

(f) A motion by Eileen Kastura, second by Glenn Yeager, to approve a funding agreement with Berks Connections/Pretrial Services providing Sixteen Thousand Dollars (\$16,000.00) from the County's federal ESG Program, approved unanimously.

(g) A motion by Glenn Yeager, second by Pellegrino Orlando, to approve a funding agreement with the Berks County Nonprofit Development Corporation providing Two Hundred Thousand Dollars (\$200,000.00) from the County's HOME Program, approved unanimously.

(h) A motion by Glenn Yeager, second by Eileen Kastura, to adopt Resolution #2018-6, authorizing the purchase of 310 North Fourth Street, City of Reading, for the sum of Twenty Thousand Dollars (\$20,000.00), approved unanimously.

On motion to adjourn by Glenn Yeager, second by Eileen Kastura, and approved unanimously, the meeting was adjourned at 5:37 p.m.

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