

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

September 27, 2022

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:35 P.M. on September 27, 2022 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:

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

Also in attendance were:

Kenneth Pick, Executive Director
Daniel P. Becker, Esquire of Kozloff Stoudt, Solicitor
Kathy Heckman, Executive Assistant
Kathy Miller, Fiscal Officer
Thomas Dachowski, Housing Director
Joshua Lewis, Facilities & Housing Manager
Kyre Maxwell, Redevelopment Generalist
Pauline Klopp, Redevelopment Generalist

2. **Reading and approval of minutes of the meeting of August 23, 2022:**

Upon motion made by Glenn Yeager and seconded by Diodato Bassano, all members of the Board present voted to approve the August 23, 2022 minutes.

3. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of August 31, 2022. A copy of the report is attached to these Minutes. Upon motion by Glenn Yeager and seconded by Thomas Ruth, all Board members present voted to accept the report of the Treasurer, including said Profit & Loss Statement and Balance Sheet, subject to audit.

4. **Bills and Communications:**

Diodato Bassano presented the list of payments to creditors representing the period of September 1, 2022 through September 28, 2022. A copy of the report is attached to these Minutes. Upon motion by Thomas Ruth and seconded by Eileen Kastura, all Board members present voted to approve the list of payments to creditors.

There were no communications.

5. **Reports of Committees:**

There were no committee reports presented.

6. **The Board entered into an Executive Session. Jorge Diaz recused himself from the Executive Session.**

7. **Unfinished Business:**

a. Rentals

Kathy Heckman stated that there were a few tenant issues at the rental buildings that were reported and taken care of by maintenance.

b. Housing Projects: Mr. Dachowski reported the following:

- i. 1007 Floret Avenue. The property is new construction. Rehab is underway and moving along with a planned completion date in November.
- i. 614 Spruce Street. Lead testing is being done this week and the property rehabilitation on this house should be completed by mid-October.
- ii. 616 Spruce Street. Lead testing is also being done on this property and rehabilitation should be completed by mid-October, 2022
- iii. 201 S. 17th Street. This property was purchase by BCNCD and will be leased to Family Promise. Siding was replaced and sidewalks as well as the kitchen was upgraded. The lease will tentatively begin on September 1, 2022.
- iv. 2438 McKinley Avenue. The property had been blighted and was certified to the Redevelopment Authority for reuse. The excavator is digging the foundation this coming week and rehab will be starting shortly.
- v. 1318 Fox Run. Work has begun on this property located in Exeter Township. Upgrades to the house have begun.

- vi. 1805 Portland Avenue. This property was one of the Sunshine Homes purchased several years ago by the Authority. Rehab is complete. It will be sold to Berks Housing Opportunities for low/moderate income housing. Settlement was on September 27, 2022.

c. **Colebrookdale Railroad:** Mr. Pick advised of the following:

Work continues on the Boyertown Transload facility. Phase I of the work on the facility is almost complete. This will allow for the manufacture and storage of coke. The Authority continues to purchase additional property along the rite-a-way from Boyertown heading southeast toward the Walmart on Route 100. It is gradually buying back all the property along the rite-a-way. Mr. Pick and Nathaniel Guest and Stone Consulting are working on the documentation required by the National Environmental Protection Act (NEPA) for the CRISI Grant and the RIF loan with a potential to close on the loan and grant in 2023.

d. **Commercial Projects:** Josh Lewis gave a report on the following commercial projects:

- i. MDJ Offices: All locations are undergoing fire inspections. The sprinkler systems are being inspected next week, beginning of October.
- ii. Schaeffer Street. The new sign is being installed. The parking lot is being repaved on October 10th, weather permitting.
- iii. Walnut Street properties. Veterans' Housing project is expected to go out for bid next week, first week of October.
- iv. Oley Road. Oley project is expected to go out for bid very soon.
- v. South Campus. The back of the building will be demolished. A bid package has been sent out to contractors for the first phase of the warehouse.
- vi. Gregg Avenue. Researching a grant to fund replacing the façade which is currently falling away from the building.

d. **Emergency Rental Assistance Program (ERAP).** Kyre Maxwell reported the following statistics since the August board meeting:

There are 11 new applications under review, 35 applications pending various information, 36 pending financial review, 76 pending vendor response, 941 have been denied, 961 applications have been withdrawn, 329 are in payment status with BCRA, 134 are in payment status with BCEH, 501 applications have been approved for an additional 3 months and 1,696 participants have ended assistance after 12-18 months. The program

will be accepting new applications beginning October 4, 2022; estimating the ability to fund rental assistance for an additional 500 applicants.

- e. **Major Systems Program.** Tyler Reese advised the Board of the following:

The program provides repair or replacement to such items as HVAC, roof and windows and other structural items. It is offered as a Deferred Payment Loan to eligible low/moderate income homeowners in Berks County. To date, 17 applications have been received with 4 of the projects out for bid and 2 in review. Tyler stated that he has been promoting the program by visiting all municipalities, as well as local libraries.

- f. **Amorcast.** Mr. Pick had nothing to report at this time.

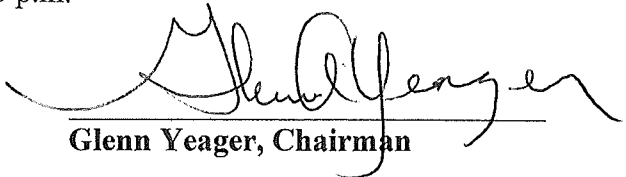
8. **New Business:**

- a. A motion was made by Glenn Yeager and seconded by Diodato Bassano; all Board members present voted to decline the state's offer to purchase the Hamburg Center. Jorge Diaz recused himself from the vote.
- b. **Resolution #2022-7.** Authorizing the purchase of 424 Friedensburg Road, Lower Alsace Township by BCNDC for \$165,000. A motion was made by Glenn Yeager and seconded by Thomas Ruth to approve Resolution 2022-7; all Board members present voted in the affirmative to approve the Resolution.
- c. **Resolution #2022-14.** Authorizing the acceptance of a \$5m bridge loan for the Colebrookdale Railroad. A motion was made by Glenn Yeager and seconded by Eileen Kastura; all Board members present voted in the affirmative to approve the Resolution.
- d. **Crime Alert Berks Donation.** A motion was made by Glenn Yeager and seconded by Thomas Ruth authorizing a donation of \$5,000 to Crime Alert Berks in honor of Barry Rohrbach, a former Board member of the Authority. All Board members present voted in the affirmative to approve the donation
- e. **Approval of a Redevelopment Generalist Position.** A motion was made by Diodato Bassano and seconded by Glenn Yeager to add a Redevelopment Generalist Position to the Authority staff. All Board members present voted in the affirmative to approve the Position.
- f. **Approval of an Assistant Fiscal Officer Position.** A motion was made by Glenn Yeager and seconded by Diodato Bassano to add the position of Assistant Fiscal Officer to the Authority staff. All Board members present voted in the affirmative to approve the Position.

- g. Funding Agreement with the Berks Coalition to End Homelessness providing \$70,000 from the County's Act 137 to administer services to homeless individuals. A motion was made by Diodato Bassano and seconded by Thomas Ruth to approve the agreement. All Board members present voted in the affirmative.
- h. **Resolution #2022-15.** Authorizing an application to the Local Share Account Category 4 Facilities Program seeking a grant of \$250,000 to be used by BCNDC for the Gregg Avenue project. A motion was made by Thomas Ruth and seconded by Jorge Diaz; all Board members present voted in the affirmative to approve the Resolution.
- i. Funding Agreement between the Authority and the County of Berks for the Frecon Farms Expansion Project. A motion was made by Eileen Kastura and seconded by Glenn Yeager to approve the agreement. All Board members present voted in the affirmative.
- j. Funding Agreement between the Authority and Frecon Farms, Inc. for the administration of the RACP grant for the Frecon Farms Expansion Project. A motion was made by Glenn Yeager and seconded by Thomas Ruth to approve the agreement. All Board members present voted in the affirmative.

9. **Adjournment:**

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 Thomas Ruth and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on October 25, 2022. This meeting was adjourned at 5:40 p.m.


Glenn Yeager, Chairman