

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

November 15, 2022

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:30 P.M. on November 15, 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
Diodato Bassano, Treasurer
Thomas Ruth, Secretary
Eileen Kastura, Vice Chair - Absent
Jorge Diaz, Assistant Treasurer/Assistant Secretary - Absent

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
Jowanna Gary, Redevelopment Generalist
Marisol Martinez, Redevelopment Generalist

2. **Reading and approval of minutes of the meeting of October 25, 2022:**

Chairman Glenn Yeager stated that due to a lack of a quorum present at this meeting who were present at the meeting of October 25th to approve the October minutes, the minutes will be deferred until the December Board meeting.

3. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of October 31, 2022. A copy of the report is attached to these Minutes. Upon motion by Thomas Ruth and seconded by Glenn Yeager, 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 November 1, 2022 through November 15, 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 approve the list of payments to creditors.

There were no communications.

5. **Reports of Committees:**

There were no committee reports presented.

6. **Unfinished Business:**

a. **Rentals**

Kathy Heckman stated that there was nothing significant to report on the rental buildings other than minor maintenance repairs.

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

Work continues on the Boyertown Transload facility. The Colebrookdale railroad services the Boyertown Foundry anticipating delivering coke to their facility. The grant through PennDot is providing funds to upgrade the railroad service from Philadelphia Avenue to the Foundry. Stone Consulting is working on the final plans to do this. Mr. Pick and Dan Becker are working on land acquisitions along the route but do not see any issues with this. The Authority is working with their consult (ICF) to assist with the environmental process required by the CHRISY grant and RIF loan. Staff will meet with ICF on November 17th to discuss how to approach this task. The Study may take one-year, with hopes to complete it in the next 6-9 months.

c. **Rehabilitation/construction of housing properties.** Tom Dachowski gave a report on the rehabilitation/construction of properties. Mr. Dachowski advised the Board of the status of the following:

- i. **1007 Floret Avenue.** This new build house should tentatively be completed by the middle of December 2022. The final paving is scheduled and the garage door is due to be installed at the beginning of December.

- ii. 614 and 616 Spruce Street. Rehab is complete on both properties. Settlement for sale of 614 and 616 Spruce Street is scheduled for the end of November 2022.
- iii. 211 Taft Avenue. Rehab has begun with the kitchen and bathroom. There are plans to convert the oil heating to gas service during the reconstruction.
- iv. 1318 Fox Run. Upgrades to the house have been finished. Concrete was poured early November. This property is complete and ready for sale.
- v. 1022 Fox Run. Renovations have started. Completion scheduled for end of January 2023.
- vi. 1029 Deer Run. The roof is scheduled to be replaced. There is a tenant residing at the property with plans to vacate at the end of November. Rehab will then begin on the inside of the house.
- vii. 424 Friedensburg Road. This property is located in Lower Alsace Township. Rehab has begun with a new roof. Also, painting carpets and flooring are being installed. Planned completion of the project is end of December 2022.

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

There are 18 applications under review, 213 pending financial review, 137 pending vendor response, 1,637 have been denied, 406 applications have been withdrawn, 424 are in payment status with BCRA, 100 are in payment status with BCEH, 130 reapplications need to be submitted, 479 have been approved for an additional 3 months, and 1,986 participants have ended assistance after 12-18 months. The program has been accepting new applications beginning October 4th. Numbers will be increasing in the near future.

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

To date, 20 applications have been received with 9 of the projects approved, 2 applications are in financial review and 1 applicant has had all home repairs completed. Tyler stated that he continues promoting the program but no response from Encore to-date. Mr. Pick reported that there will be a supplement to the MSP beginning in 2023. The State budget has allocated \$167,000,000 for the Model Repair Housing Program. The Authority will be administering this rehab program.

- f. **Commercial Projects.** Josh Lewis gave a brief report on the following commercial projects:

- i. South Campus. Mr. Lewis reported the work on the MDJ office is on track. DESCO has completed construction. Phase I of the work on the second-floor warehouse is on schedule. Waiting for the roof top HVAC units and the tanks for the gas suppression system to be delivered.

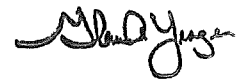
- ii. Oley Road. Oley has no public water on site. Staff is dealing with DEP regarding the existing well. There is no sprinkler system which is required; the design engineer at LTL is working on the process. Staff may need to order tanks for the property.
 - iii. Walnut Street. The bid for work on this Veterans' Housing project was sent out at the end of August. Dolan Construction has committed to submitting a bid.
- g. **Amorcast**. Mr. Pick reported that the owner of the old railroad station has not signed the contract.

7. **New Business:**

- a. **Resolution #2022-19**. Authorizing the submission of an application for \$3,000,000 from the RACP Grant for ByHeart, Inc. ByHeart is a company in Exeter Township in business to manufacture and produce baby formula. A motion was made by Diodato Bassano and seconded by Thomas Ruth to approve Resolution 2022-19; all Board members present voted in the affirmative to approve the Resolution.
- b. **Space Utilization Study for the County**: The County Commissioners had intended to perform a space utilization study for the County space at South Campus. The Authority has committed to performing the study for the County using CDBG funds.

9. **Adjournment:**

There being no further business of this Authority, a motion was made by Thomas Ruth 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 December 13, 2022. This meeting was adjourned at 5:01 p.m.



Glenn Yeager, Chairman