

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

March 26, 2024

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:31 P.M. on March 26, 2024, 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
Jorge Diaz, Assistant Secretary/Assistant Treasurer

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor
Kenneth Pick, Executive Director
Susan Buono, Executive Assistant
Tyler Reese, Facilities & Housing Manager
Kathy Miller, Fiscal Officer
Kyre Maxwell, Assistant Fiscal Officer
Michele Hummel, Assistant Fiscal Officer
Jaime Perez, Housing Planner
Pauline Klopp, Redevelopment Generalist
Jowanna Gary, Redevelopment Generalist
Marisol Martinez, Redevelopment Generalist
Ethan Giorgio, Maintenance Technician

2. **Public Comment:**

There were no members of the public that attended the meeting. No public comment was made.

3. **Reading and approval of minutes of the meeting of February 27, 2024:**

Upon motion made by Mr. Yeager and seconded by Mr. Bassano, all members of the Board present voted to approve the February 27, 2024 minutes of the Board.

4. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of February 29, 2024. A copy of the report is attached to these Minutes. Questions were asked and clarifications were provided. Upon motion made by Mr. Ruth and seconded by Mr. Diaz, all Board members present voted to accept 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 February 29, 2024 through March 27, 2024. A copy of the report is attached to these Minutes. Questions were asked and clarifications were provided. Upon motion made by Mr. Diaz and seconded by Mr. Ruth all Board members present voted to approve and/or ratify the list of payments to creditors.

6. **Reports of Committees:**

- a) Mr. Pick advised there was a meeting with the Colebrookdale Railroad Finance Committee on March 12, 2024. Mr. Pick advised that they are still looking at funding sources and to see what is financially feasible.

7. **Unfinished Business:**

a) **Rentals (Susan)**

- a. Susan Buono advised that there were no new updates on the rental properties. Mrs. Buono then asked Jaime Perez to discuss the new software program, Buildium, that we are in the process of implementing.

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

- a. We are working with our consultants and engineers to look at the overall cost of the project. They are still looking at funding sources and to see what is financially feasible.

c) **Emergency Rental Assistance Program (ERAP).**

- a. Kyre Maxwell reported the following statistics since the February 27, 2024 Board meeting: there are 0 applications in progress, and 0 applications under review. As of March 31, 2024 there will be only one case active and their assistance is scheduled to end in May 2024.

d) **Armorcast.** Mr. Pick advised that a firm was hired to document the dimensions and features by using a laser. We are still waiting on the results of the report and once received will take the proper steps to start disassembling the building.

e) **Whole Homes Repair Program (WHRP).** Tyler Reese advised the Board of the following:

- a. To date, the RDA has spent \$787,000.00 on repairs. Habitat for Humanity has spent \$203,000.00. Combined we have 26 cases that have been completed. Questions were asked and clarifications were provided.

f) **Major Systems Program.** Mr. Reese advised that we have closed one case this month and have three remaining cases. To date, the RDA has spent \$387,000.00.

g) **Staff Introductions.** The Board had previously asked to get to know more about the staff here at the RDA. Mr. Pick chose to have employees Marisol Martinez and Michele Hummel give a presentation relating to their positions and daily duties.

8. **Executive Session:** At 5:01 P.M. the Board entered Executive Session to discuss matters related to real estate. The regular Board meeting reconvened at 5:43 P.M.

9. **New Business:**

- a. **Resolution# 2024-1** A motion was made by Mr. Yeager and seconded by Mr. Diaz for the approval of resolution of BCNDC for the sale of 641 Gregg Avenue, Reading.

- b. **Resolution# 2024-2** A motion was made by Mr. Bassano and seconded by Mr. Diaz for the approval of resolution of BCNDC for the purchase of 626 & 626R Spruce Street, Reading.
- c. **Resolution# 2024-3** A motion was made by Mr. Yeager and seconded by Mr. Bassano for the approval of resolution of BCNDC to submit a funding application to the Reading HOME Program.
- d. **Agreement #1** A motion was made by Mr. Bassano and seconded by Mr. Diaz to enter into Agreement with the Township of Exeter for the purchase of the Promenade Shopping Center, subject to review and approval by the Solicitor, and authorizing Chairman or the Executive Director to take any and all actions in furtherance of the purchase of the Promenade.
- e. **Agreement# 2** A motion was made by Mr. Bassano and seconded by Mr. Diaz for the approval of Engagement letter with Herbein for the 2022 audit.

10. **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 Mr. Bassano and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on April 23, 2024. This meeting was adjourned at 5:50 P.M. The Board then entered Executive Session to discuss real estate matters.



Glenn A. Yeager, Chairman-