

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

September 28, 2021

Chairman Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 3:30 P.M. on September 28, 2021 via a Zoom meeting.

**1. Roll Call:**

The following Board members were present during the meeting:

Glenn Yeager, Chairman  
Eileen Kastura, Vice Chairperson  
Diodato Bassano, Treasurer

Also in attendance were:

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

**2. Reading and approval of minutes of the meeting of 8/24/21:**

Approval of the minutes was tabled; a quorum of those present at the August 24, 2021 meeting were not available on this date to approve the minutes.

**3. Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of August 31, 2021. A copy of the report is attached to these Minutes. Upon motion by Eileen Kastura 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 September 1, 2021 through September 29, 2021. A copy of the report is attached to these Minutes. Upon motion by Glenn Yeager 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. Unfinished Business:**

a. Rentals. Kathy Heckman advised as follows:

- i. 517 E. Lancaster Avenue - Apt A. A new tenant lease began September 1, 2021.
- ii. 517 E. Lancaster Avenue - Apt E. The unit is currently vacant as the tenant passed away. There is a possible new tenant interest in leasing the property.
- iii. 525 E. Lancaster Avenue - Apt 2. The unit is currently vacant. Ms. Heckman is waiting for a referral from Service Access Management ("SAM") for a prospective tenant.

b. Housing Projects: Thomas Dachowski advised the following:

- i. 1951 Woodvale Avenue: The property was sold on September 3, 2021.
- ii. 1011 Floret Avenue: This property is new construction. The interior is complete. There is some exterior work to be completed, including the driveway and sidewalk. There is currently a potential buyer for the property.
- iii. 1007 Floret Avenue: The construction will begin after 1011 Floret Avenue is completed. Mr. Dachowski is hoping to start construction before winter.
- iv. 921 Crestview Avenue: This property is currently being updated. Thereafter, the property will be listed for sale.

- v. 520A Birch Street/331 S. 17 ½ Street. The properties are being updated before re-renting. Mr. Dachowski believes 331 S. 17 ½ Street will be rented as the Salvation Army will refer another tenant.
  - vi. 544 S. 6<sup>th</sup> Street: The rehabilitation is about two-thirds completed.
  - vii. 614 Spruce Street: This property is located in the City's historical area. Mr. Dachowski and Mr. Lewis will attend the City's Historical Architectural Review Board ("HARB") meeting tonight.
- c. Colebrookdale Railroad:
- Mr. Pick advised that:
- i. The diplomat observation car is currently having metal work done. Once the metal work is completed, restoration of the interior will begin.
  - ii. Mr. Pick and Mr. Guest applied for an approximate \$2,000,000.00 grant from PennDOT's Rail Transportation Assistance Program ("RTAP") to acquire the old railroad right-of-way now owned by the Boyertown Foundry. If acquired, this will provide access for freight and scrap to be delivered to the Boyertown Foundry. The grant will be announced by the end of the year.
  - iii. Mr. Pick advised that he is currently considering applying for an \$8,000,000.00 Chrissy Grant. If granted, the funds for the Chrissy grant will reduce the "RRIF" loan to \$32,000,000.00. Mr. Pick will advise the Board at a later date if the grant is feasible.
  - iv. Mr. Pick and Solicitor Becker are currently working on a new lease and operating agreement with the EBGR.
- d. Armorcast R.A. Mr. Pick advised that Ms. London sent a Settlement Agreement to Attorney Strahn, attorney for the owner for review.
- e. Emergency Rental Assistance Program ("ERAP"). Mr. Pick advised that because of the number of applications in the system, the staff will stop accepting applications at the close of day on October 4<sup>th</sup>. If there is money remaining after processing the pending applications, the staff will resume accepting applications.

Ms. Miller advised that there are 3,623 applications in the portal, and 1,100 people have been paid to date, with 177 waiting to be paid.

f. Hamburg Center.

No Report

7. New Business:

- a. Funding Agreement with Sinking Spring Historical Society providing \$25,000 from the County's federal CDBG Program towards this historic preservation of the passenger station. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Funding Agreement.
- b. Funding Agreement with RACC providing \$800,000 from the County's federal CDBG Program towards the creation of a surface parking lot. A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve the Funding Agreement.
- c. Funding Agreement with Berks Connections/Pre-trial Services providing \$50,000 from the County's CDBG Program towards drug, alcohol, and job training services. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Funding Agreement.
- d. Funding agreement with Sinking Spring Borough providing \$300,000 from the County's CDBG Program towards street improvements. A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve the Funding Agreement.
- e. Funding agreement with Longswamp Township Historical Society providing \$75,000 from the County's CDBG Program towards the relocation and restoration of the Mertztown train station. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Funding Agreement.
- f. Second amendment to Services Agreement between the County and the Authority. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Second Amendment.

- g. **Approval of a grant agreement with Berks Coalition to End Homelessness providing \$70,000 from the County's Act 137 account for affordable housing and general operating expenses.** A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve the Grant Agreement.
- h. **Approval of a grant agreement with Opportunity House providing \$200,000 from the County's Act 137 account for the development of affordable housing for homeless persons.** A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Grant Agreement.
- i. **Resolution #2021-9 authorizing the sale of 1101 Floret Avenue, Muhlenberg to Danielle M. Smith by BCNDC.** A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve Resolution #2021-9.
- j. **Authorization to bid Boyertown Transload Facility Phase I upon approval of PennDOT.** A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to authorize the bid of the Boyertown Transload Facility Phase I.
- k. **Redevelopment Generalist Position.** Mr. Pick recommended Kyre Maxwell for the position of Redevelopment Generalist. A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to create a Generalist position of the Authority and to hire Kyre Maxwell to fill the Redevelopment Generalist position.
- l. **Resolution #2021-10 ratifying a sales agreement and authorizing the purchase of 400 East Wyomissing Avenue, Mohnton by BCNDC.** Mr. Pick advised that BCNDC will purchase 400 East Wyomissing Avenue, Mohnton. Mr. Pick advised the County will lease 100,000 sq. ft., the Authority will lease 16,830 sq. ft. Settlement on the property is scheduled for October 29<sup>th</sup>. The Authority may be able to occupy the building towards the end of November. Mr. Pick advised that the County offices expected to occupy the building are: Magisterial District Judge Yoch, Election Services, Workforce Development Board and Archives. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve Resolution #2021-10.
- m. **Resolution #2021-11 authorizing the purchase of a portion of 882 N. Reading Avenue, Colebrookdale Township for the purchase price of \$20,500.** Mr. Pick advised that this is for the purchase of a portion of the old Colebrookdale

Railroad right-of-way. The property may need to be acquired by eminent domain. A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve Resolution #2021-11.

**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 Eileen Kastura and all members of this Authority present voted in the affirmative. The next meeting of the Board will be October 26, 2021. This meeting was adjourned at 4:30 p.m.

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**Glenn Yeager, Chairman**