

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

June 28, 2022

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:40 P.M. on June 28, 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  
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  
Jaynell Ortiz, Redevelopment Generalist

2. **Reading and approval of minutes of the meeting of 5/24/22:**

Upon motion made by Eileen Kastura and seconded by Diodato Bassano, all members of the Board present voted to approve the May 24, 2022 minutes.

3. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of June 28, 2022. 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 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 May 1, 2022 through May 25, 2022. A copy of the report is attached to these Minutes. Upon motion by Eileen Kastua and seconded by Glenn Yeager, 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 again stated that Ambiance Salon is scheduled to reopen for business on August 1st. There were a few tenant issues at the E. Lancaster Avenue apartment buildings that were reported, addressed and taken care of by maintenance.

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

- i. Work has stopped temporarily on the Boyertown Transload facility waiting for Met Ed to move the nine utility poles. The CRISI Grant has been awarded in the amount of approximately \$14.7 million dollars. The grant will enable work on several projects, including an upgrade of the line, extending the line to Route 100, completing Phase II of the transload facility, as well as building a Boyertown Railroad station. The \$40 million loan from the Department of Transportation is progressing.

c. **Emergency Rental Assistance Program (ERAP).** Kyre Maxwell advised of the following statistics since May's board meeting:

- i. There are 129 new applications, 9 in progress, 441 applications pending various information, 1,001 have been withdrawn, 269 are in payment status with BCRA, 14 reapplications submitted, 630 reapplications needed, 1,029 applications need to be approved and 503 participants have ended assistance after 12-18 months.

d. **Armorcast R.A.** Mr. Pick reported that the owner of the property at First Street in Birdsboro needs to sign the federal agreement. The building will be disassembled and the property will be transferred to Birdsboro so the township can complete the intersection improvements.

7. **New Business:**

- a. Resolution #2022-10. Authorizing various officers to execute documents related to the RACP grant for the Frecon Farms Expansion Project in Birdsboro. The farm will be adding some new equipment and lines as well as expansion of their distribution system. A motion was made by Diodato Bassano and seconded by Glenn Yeager, all Board members present voted in the affirmative to approve the Resolution.
- b. Resolution #2022-11. Authorizing various officers to execute documents related to the RACP grant for the Lexington End-Use Packaging in Reading. The state has increased the grant to ByHeart from \$750,000 to \$10,000,000 dollars A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve the Resolution.
- c. Resolution #2022-12. Authorizing the Authority Chairman or the Executive Director to execute any and documents related to the 2021 RTAP grant award from PennDOT for the Colebrookdale Railroad. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Resolution.
- d. Resolution #2022-13. Authorizing the sale of 1805 Portland Avenue for \$150,000 to Berks Housing Opportunities Inc. and authorizing various officers and staff of the Authority to execute related documents. A motion was made by Eileen Kastura and seconded by Diodato Bassano, all Board members present voted in the affirmative to approve the Resolution.
- e. Funding Agreement with Habitat for Humanity of Berks County providing \$100,000 from the County's Act 137 funds for the development of affordable housing. A motion was made by Glenn Yeager and seconded by Jorge Diaz, all Board members present voted in the affirmative to approve transferring the funds under this Agreement.
- f. Funding agreement with BCNDC providing \$250,000 from the County's HOME program for development of the property located at 2438 McKinley Avenue, Spring Township. A motion was made by Eileen Kastura and seconded by Glenn Yeager, all Board members present voted in the affirmative to approve transferring the funds under this Agreement.
- g. Amendment #1 to subrecipient agreement with the County of Berks for administration of Treasury ERA1 funds in the amount of \$290,000. A motion was made by Glenn Yeager and seconded by Jorge Diaz, all Board members present voted in the affirmative to approve this Amendment.
- h. Amendment #1 to subrecipient agreement with the County of Berks for administration of State ERA1 funds in the amount of \$601,000. A motion was made by Glenn Yeager

and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve this Amendment.

- i. Approval of revised Employment Manual. A motion was made by Diodato Bassano and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve the revised manual.
9. Presentation of the 2020 Audit – Herbein CPAS & Consultants. Megan Thompson, CPA presented the 2020 audit. A motion was made by Glenn Yeager and seconded by Diodato Bassano, all Board members present voted in the affirmative to accept the audit report.
10. **Executive Session:** The Board entered into executive session at 5:45 p.m.

**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 July 26, 2022. This meeting was adjourned at 5:45 p.m.



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**Glenn Yeager, Chairman**