

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

October 26, 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 October 26, 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  
Jorge Diaz, Secretary/ Assistant 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:**

Upon motion made by Glenn Yeager and seconded by Thomas Ruth, all members of the Board present voted to approve the August 24, 2021 minutes of the Board.

**3. Reading and approval of minutes of the meeting of 9/28/21:**

Upon motion made by Glenn Yeager and seconded by Eileen Kastura, all members of the Board present voted to approve the September 28, 2021 minutes of the Board.

**4. Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of September 30, 2021. 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.

**5. Bills and Communications:**

Diodato Bassano presented the list of payments to creditors representing the period of October 1, 2021 through October 28, 2021. A copy of the report is attached to these Minutes. Upon motion by Diodato Bassano and seconded by Glenn Yeager, all Board members present voted to approve the list of payments to creditors.

There were no communications.

**6. Reports of Committees:**

There were no committee reports presented.

**7. Unfinished Business:**

a. Rentals. Kathy Heckman advised that a Service Access Management ("SAM") tenant moved into 525 East Lancaster Avenue, Apartment #2 on the 15<sup>th</sup> of October.

b. Colebrookdale Railroad:

Mr. Pick advised that:

i. The passenger tourist train tickets are sold out through the end of the year.

ii. Mr. Guest is having trouble finding people to work.

iii. Mr. Pick and Solicitor Becker are continuing to work on the \$40,000,000.00 loan.

iv. Mr. Pick is currently considering applying for an \$8,000,000.00 CRISI Grant from the U.S. Department of Transportation. If granted the funds for the CRISI grant, the grant will reduce the "RRIF" loan to \$32,000,000.00.

v. Mr. Pick is working on obtaining properties with respect to the railroad extension project.

vi. Mr. Pick and Solicitor Becker are currently working on a new lease and operating agreement with the EBGR.

c. Armorcast R.A.

No report.

d. Emergency Rental Assistance Program (“ERAP”). Ms. Miller advised that the Berks Coalition to End Homelessness is now responsible for the application approval process for the fourth quarter of 2021. There are approximately 1,300 applications to process rent and utility payments, and it is expected that the Coalition will receive another 1,300 for payment of rent and utilities. There are currently 3,936 applications in the portal in various stages of processing. As of October 1<sup>st</sup>, acceptance of applications was put on hold. Ms. Miller advised that the Authority will begin processing applications again in the new year.

Mr. Pick advised that he has requested an additional \$2,500,000.00 from the state and will apply for an additional \$5,000,000.00 from the federal government for the ERAP program. Mr. Bassano inquired as to the demand for the funds. Mr. Pick advised that because it is COVID related, he believes there will still be a demand, but expects it to decrease.

e. Hamburg Center.

No Report

f. Imagine Berks. Mr. Pick advised that Berks County is developing a five-year development plan. When issued by the County, the Authority will have a roll in implementing the plan (along with others). Mr. Pick will provide a copy of the plan to the Board for review.

8. New Business:

a. **Sub-grant agreement with BCNDC for the Blight Remediation Grant from the Commonwealth Finance Agency.** A motion was made by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted in the affirmative to approve the Sub-grant Agreement.

b. **Funding Agreement with COCA providing \$300,000 from the County’s federal CDBG Program towards public 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.

- c. **Agreement for Diplomat Car.** Mr. Pick advised that with the costs of goods, materials and labor, as well as the addition of a roller bearing, the total cost for restoration of the Diplomat Car is \$475,000.00. The car is currently being restored. 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. **Amendment to agreements with BCEH for administration assistance for ERAP grants.** Mr. Pick advised that the amendment is needed for the Berks Coalition to End Homelessness to begin making rent and utility payments for applicants approved as of October 1, 2021. A motion was made by Glenn Yeager and seconded by Thomas Ruth, all Board members present voted in the affirmative to approve the Amendment, subject to Solicitor Becker's review and approval that this can be achieved by executing one Amendment.
  
- e. **Lease with BCNDC for space at the South Campus.** Mr. Pick advised that settlement on the property is scheduled for Friday, October 29<sup>th</sup>. A motion was made by Glenn Yeager and seconded by Thomas Ruth, all Board members present voted in the affirmative to approve the Lease.

**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 November 16, 2021. This meeting was adjourned at 4:30 p.m.

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**Glenn Yeager, Chairman**