

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

June 27, 2023

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 June 27, 2023 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

Thomas Ruth, Secretary - Absent
Jorge Diaz, Assistant Secretary/Assistant Treasurer - Absent

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor

Kenneth Pick, Executive Director
Joshua Lewis, Facilities & Housing Manager
Tyler Reese, Housing Generalist
Jaime Perez, Housing Planner
Kathy Miller, Fiscal Officer
Kathleen Heckman, Executive Assistant
Kyre Maxwell, Assistant Fiscal Officer
Michele Hummel, Assistant Fiscal Officer
Susan Buono, Executive Assistant

2. **Reading and approval of minutes of the meeting of May 23, 2023:**

Upon motion made by Diodato Bassano and seconded by Eileen Kastura, all members of the Board present voted to approve the May 23, 2023 minutes of the Board.

3. **Report of Treasurer:**

Diodato Bassano presented the Statement of Activity and the Statement of Financial Activity as of May 31, 2023. 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 Statement of Activity and Statement of Financial Position, both subject to audit.

4. **Bills and Communications:**

Diodato Bassano, presented the list of payments to creditors representing the period of May 25, 2023 through June 27, 2023. 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 and/or ratify 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 all rental maintenance issues have been reported to the Authority office and that maintenance workers will follow-up on those issues. She also reported on the rentals located at 525 E. Lancaster Avenue. There will be three vacancies on July 1, 2023. Three tenants will be ending their leases and vacating the rental units by the end of June 2023. There will be one vacancy at the 517 E. Lancaster Avenue apartment building effective July 2, 2023. The tenant is relocating to North Carolina.

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

Work continues on the Boyertown Transload facility. The Colebrookdale railroad services the Boyertown Foundry. Coke fuel is being shipped and now being delivered to their facility. Approximately \$450,000 of work is being done in anticipation of \$70,000,000 between the two grants and the loan to upgrade the rail track. Ken Pick continues to attend weekly meetings with consultants for the National Environmental Protection Act with respect to the requirements of the RIF loan and CRISI grant. The projected closing date on the loan is Spring 2025. The construction will be phased in over a five-year period of time. A Pacific locomotive was donated by the Tennessee Valley Railroad Museum to the Colebrookdale Railroad and arrived in Boyertown on June 26, 2023. Approximately \$3 million dollars will be needed to renovate the locomotive. Plans are in progress to raise the funds. The Diplomat railcar is owned by the Authority and is on loan to the Colebrookdale Railroad. The railroad is in process of restoring the Diplomat.

c. **Emergency Rental Assistance Program (ERAP).** Kyre Maxwell reported the following statistics since the May 23rd board meeting:

There are 0 applications in progress, 17 pending review, 2 applications pending financial review, 0 pending vendor response, 1,474 have been denied, 18 applications have been withdrawn, 88 are in payment status with BCRA, 33 are in payment status with BCEH, 24 reapplications needed, 9 reaps have been submitted and 3,185 participants have ended assistance after 12-18 months. All funding is expected to be allocated by July 1, 2023.

- d. **Amorcast.** Mr. Pick had nothing to report on Amorcast.
- e. **Whole Homes Repair Program (WHRP).** Josh Lewis advised the Board of the following:

The homeowner portion of the program is scheduled for start-up on July 5, 2023. Neighborly Software will be used to upload the application for the WHRP. There will be a link to go to the Neighborly Software application to apply for the program. Habitat for Humanity has hired a Housing Generalist. Habitat will be taking applications for those properties located within the City of Reading. Ken Pick will be speaking about the program on BCTV, to be aired on July 11, 2023.

- f. **Major Systems Program.** Tyler Reese reported the following statistics to the Board:

To date, there were 43 applications submitted to the Authority, homes repairs have been completed on 13 houses and 9 projects are in progress.

7. **New Business:**

- a. **Resolution 2023-12** A motion was made by Glenn Yeager and seconded by Diodato Bassano to approve the purchase of a portion of the land located at Landis Lane, Colebrookdale Township and authorizing various members and officials to execute related documents. All members of this Authority present voted in the affirmative.
- b. **Resolution 2023-13** A motion was made by Glenn Yeager and seconded by Eileen Kastura approving the sale of a portion of the land located at Landis Lane, Colebrookdale Township and authorizing various members and officials to execute related documents. All members of this Authority present voted in the affirmative.
- c. **Resolution 2023-14** A motion was made by Glenn Yeager and seconded by Diodato Bassano to **amend the Agenda** for the Authority Board meeting on June 27, 2023 to include Resolution 2023-14. A motion was made by Glenn Yeager and seconded by Diodato Bassano to approve the sale of 59 W. Bertolet Place in Maiden creek and authorizing various members and officials to execute related documents. All members of this Authority present voted in the affirmative

- d. **Funding Agreement** A motion was made by Glenn Yeager approving a funding agreement with BCNDC providing \$310,000 from the federal HOME program for the project located at 257 S. 4th Street in Hamburg. The motion was seconded by Diodato Bassano and all members of this Authority present voted in the affirmative.
 - e. **Termination of Collateral Assignment of Interests for Colebrookdale Section 108 loan.** A motion was made by Glenn Yeager and seconded by Eileen Kastura to approve the termination of **Collateral Assignment of Interests for Colebrookdale Section 108 loan**. All Board members present voted in the affirmative.
 - f. **Amendment #2 to the cooperation agreement with the County of Berks related to the RACP grant for the ByHeart project:** A motion was made by Glenn Yeager and seconded by Diodato Bassano to approve the amendment. All Board members present voted in the affirmative.
 - g. **Funding Agreement** A motion was made by Glenn Yeager and seconded by Eileen Kastura to approve the Cooperative Agreement with the County of Berks related to the \$1,000,000 RACP grant for the Berks County Military & Holocaust Museum project.
 - h. **Administration Agreement** A motion was made by Glenn Yeager and seconded by Diodato Bassano to approve the administrative agreement related to the \$1,000,000 RACP grant for the Berks County Military & Holocaust Museum project.
8. **Executive Session:** A motion was made by Glenn Yeager and seconded by Diodato Bassano to have a recess of the Authority Board meeting at 5:25 pm to discuss a real estate matter during an executive session. All Board members present voted in the affirmative. The Authority Board reconvened at 5:40 pm to enter into an executive session.
9. **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 on July 25, 2023. This meeting was adjourned at 6:00 p.m.



Glenn A. Yeager, Chairman