

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

December 18, 2018

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 December 18, 2018 at the offices of the Redevelopment Authority of the County of Berks, 606 Court Street, 3<sup>rd</sup> Floor, Reading, Pennsylvania.

The following Board members were present for the meeting:

Glenn Yeager, Chairman  
Eileen Kastura, Vice Chair  
Theodore Bassano, Treasurer

Pellegrino Orlando, Assistant Secretary/Assistant Treasurer, was absent. Chairman Yeager declared a quorum of Board members present.

Also in attendance were:

Kenneth L. Pick, Executive Director  
Kathy Miller, Fiscal Officer  
Kathy Heckman, Executive Assistant  
Tom Dachowski, Housing Director  
Pamela J. Cala, Kozloff Stoudt, Solicitor

Approval of the Minutes of the October 23, 2018 meeting could not be considered for approval due to lack of a quorum of members present who had attended the October 23, 2018 meeting. The item was tabled and will be considered at the next meeting.

Theodore Bassano presented the Report of the Treasurer for the period ending November 30, 2018, which included a Profit & Loss Statement and Balance Sheet. A copy

of the Report is attached to these Minutes. Upon motion by Chairman Yeager, second by Eileen Kastura, all Board members present voted to accept the Report of the Treasurer.

Theodore Bassano then presented the list of invoices to creditors through December 18, 2018, a list of which is attached to these Minutes. Upon motion made by Chairman Yeager, second by Eileen Kastura, all Board members present voted to approve the payment of said invoices.

There was a brief Executive Session called for matters of real estate acquisition and personnel matters, and the public meeting recessed at 4:35 p.m. The public meeting resumed at 4:50 p.m.

Ken Pick reported that there were no Communications or Committee Reports to present.

Kathy Heckman reported on the Next Step Program and Rentals. Ms. Heckman informed the Board that there are still twenty two (22) rental subsidy contracts in place. Mrs. Heckman explained that although one (1) tenant moved out in early October, 2018, a new tenant moved in this month.

Ken Pick reported on the Colebrookdale Spur, and advised that he and Nathaniel Guest continue to work on a Redevelopment Capital Program Assistance Grant application in the amount of \$1,500,000.00. Mr. Pick added that he and Mr. Guest continue to work on a location for a transload facility for the Colebrookdale Railroad and are considering certain parcels that are north of Second Street along the railroad right-of-way.

Ken Pick reported on Armorcast that PennDot and Borough engineers met to discuss the intersection project and to review the revised plans.

Ken Pick advised that the Housing Program report would be given at the Nonprofit Development Corporation meeting.

Tom Dachowski reported that the Blighted Property Review Committee meeting scheduled for November 15, 2018 was cancelled due to inclement weather. He stated that the next time the Committee would meet would be January 22, 2019.

Ken Pick reported that he is compiling names of accounting firms to seek proposals from for future auditing services for this Authority.

Under New Business, Ken Pick presented the following items, which were acted on by the Board as set forth below:

(a) A motion by Chairman Yeager, second by Eileen Kastura, to approve and adopt Resolution #2018-7 approving an application seeking \$1,500,000.00 from the Pennsylvania Redevelopment Assistance Capital Program for the Boyertown Welcome Center Project, as presented, was approved unanimously.

(b) A motion by Theodore Bassano, second by Eileen Kastura, to approve and adopt Resolution #2018-8 approving an application seeking \$1,000,000.00 from the Pennsylvania Redevelopment Assistance Capital Program for the West Run Business Park Project, as presented, was approved unanimously.

(c) A motion by Chairman Yeager, second by Theodore Bassano, to approve and adopt Resolution #2018-9 approving an application seeking

\$1,000,000.00 from the Pennsylvania Redevelopment Assistance Capital Program for the Local 19 Training Center, Central PA Project, as presented, was approved unanimously.

(d) A motion by Chairman Yeager, second by Eileen Kastura, to approve and adopt Resolution #2018-10 authorizing Glenn A. Yeager, Chairman, and Pellegrino Orlando, Assistant Secretary, to execute an Amendment to the \$250,000.00 Line of Credit Loan Agreement with Fulton Bank, as presented, was approved unanimously.

(e) A motion by Chairman Yeager, second by Theodore Bassano, to approve an administrative agreement between the Redevelopment Authority of the County of Berks and Vesper at Berks, LLC, in connection with the RACP grant for the West Run Business Park Project was, approved unanimously.

(f) A motion by Chairman Yeager, second by Eileen Kastura, to approve an administrative agreement between the Redevelopment Authority of the County of Berks and the Sheet Metal Workers Local Union #19, in connection with the RACP grant for the Local 19 Training Center, Central PA Project was, approved unanimously.

(g) A motion by Chairman Yeager, second by Theodore Bassano, to approve a funding agreement between the Redevelopment Authority of the County of Berks and the Berks County Nonprofit Development Corporation for the purpose of providing Three Hundred Thousand Dollars (\$300,000.00) in

federal HOME Program funds for the project at 517 E. Lancaster Avenue, Shillington, Pennsylvania.

(h) A motion by Theodore Bassano, second by Eileen Kastura, to accept the 2017 Audit (a copy of said 2017 Audit is attached to these Minutes) was approved unanimously.

(i) A motion by Chairman Yeager, second by Eileen Kastura, to approve the 2019 meeting dates of the Redevelopment Authority of the County of Berks was approved unanimously, which meeting dates will be duly advertised.

(j) A motion by Chairman Yeager, second by Theodore Bassano, to approve the 2019 Budget, as presented, (a copy of said 2019 Budget is attached to these Minutes) was approved unanimously.

(k) A motion by Eileen Kastura, second by Theodore Bassano, to approve the execution of an Amended and Restated Employment Agreement for Kenneth L. Pick as Executive Director of this Authority.

On motion to adjourn by Chairman Yeager, second by Theodore Bassano, and approved unanimously, the meeting was adjourned at 5:20 p.m.

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