

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

February 28, 2023

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:35 P.M. on February 28, 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

Jorge Diaz, Assistant Treasurer/Assistant Secretary - Absent

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor

Kenneth Pick, Executive Director
Kathy Heckman, Executive Assistant
Kathy Miller, Fiscal Officer
Joshua Lewis, Facilities & Housing Manager
Tyler Reese, Housing Generalist
Kyre Maxwell, Redevelopment Generalist
Pauline Klopp, Redevelopment Generalist
Jowanna Gary, Redevelopment Generalist
Marisol Martinez, Redevelopment Generalist

2. **Reading and approval of minutes of the meetings of November 15, 2022 and January 24, 2023:**

Upon motion made by Glenn Yeager and seconded by Thomas Ruth, all members of the Board present voted to approve the November 15, 2022 minutes of the Board. Upon motion made by Glenn Yeager and seconded by Eileen Kastura, all members of the Board present voted to approve the January 24, 2023 minutes of the Board.

3. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of February 28, 2023. 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.

4. **Bills and Communications:**

Diodato Bassano, presented the list of payments to creditors representing the period of February 1, 2023 through February 28, 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 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 recorded and that maintenance has been contacted to follow-up on the issues. She also reported that there is a reinspection by Kraft Codes scheduled for March 13, 2023 to inspect the rental apartment buildings on East Lancaster Avenue in Shillington. There were a few minor code issues that have been addressed, as well as a new bathroom has been installed at 523 E.L.A., Apt. C to replace the existing one from the 1960s, when the apartments were built.

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

Work continues on the Boyertown Transload facility. The Colebrookdale railroad services the Boyertown Foundry anticipating delivering coke to their facility. Waiting for reimbursement for the grant from PennDOT to cover Phase I of the project which has been completed. There was an extensive discussion by the Board on safety, and liability insurance covering the transportation of materials by the railroad. Work continues on the documentation for the CHRISY grant and RIF loan. Closing is anticipated on both the grant and loan in Spring 2024.

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

There are 27 applications in progress, 34 pending financial review, 14 pending vendor response, 2,130 have been denied, 73 applications have been withdrawn, 579 are in payment status with BCRA, 96 are in payment status with BCEH, 10 are approved pending payment, 560 have been approved for an additional 3 months, and 2,904 participants have ended assistance after 12-18 months. It is expected that all funding will be allocated by July 1, 2023. Mr. Pick remarked that the Pandemic state of emergency will be ending on May 11, 2023.

d. **Major Systems Program (MSP).** Tyler Reese advised the Board of the following:

To date, 29 applications have been received with 16 projects approved. There are currently 14 active projects. Two (2) projects have been completed.

e. **Amorcast.** Mr. Pick reported that the Authority is still waiting for the Board of View hearing to be scheduled to determine a fair market price for just compensation for the old railroad station in Birdsboro.

f. **Whole Homes Repair Program (WHRP).** Josh Lewis advised the Board of the following:

Contract has been received from the state authorizing program approval. Tyler is working with Neighborly Software to have the WHRP application available online. Staff is working to design a webpage to link program applicants to an on-line application to be used when the application process begins.

7. **New Business:**

a. **Funding Agreement:** A motion was made by Glenn Yeager and seconded by Thomas Ruth to approve the Agreement with the Colebrookdale Railroad Preservation Trust (CRPT) for administrative services related to the DCNR grant for the Pottstown Station. All Board members present voted in the affirmative.

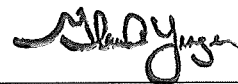
b. **Funding Agreement:** A motion was made by Eileen Kastura and seconded by Diodato Bassano to approve the Agreement with BCEH providing \$60,000 per year for 5 years from ACT 137 to be used for the operations and maintenance of homeless shelters. All Board members present voted in the affirmative.

c. **Funding Agreement:** A motion was made by Glenn Yeager and seconded by Thomas Ruth to approve the Agreement with BCNDC providing \$400,000 from the federal CDBG-CV Program for the purchase of single-family houses and resale to L/M income families. All Board members present voted in the affirmative.

- d. **Funding Agreement:** A motion was made by Thomas Ruth and seconded by Eileen Kastura to approve the Agreement with Habitat for Humanity of Berks County providing \$160,000 from ACT 137 for costs related to the development of affordable housing in the City of Reading. All Board members present voted in the affirmative.
- e. **Funding Agreement:** A motion was made by Glenn Yeager and seconded by Thomas Ruth to approve the Agreement with BCNDC providing \$271,000 from the federal HOME Program for the project at 259 South 4th in Hamburg. All Board members present voted in the affirmative.
- f. **Funding Agreement:** A motion was made by Eileen Kastura and seconded by Diodato Bassano to approve the Agreement with Family Promise of Berks County providing \$60,000 per year for 5 years from ACT 137 to be used for the operations and maintenance of family shelters and other affordable housing. All Board members present voted in the affirmative.
- g. **Funding Agreement:** A motion was made by Glenn Yeager and seconded by Diodato Bassano to approve the Agreement with Opportunity House providing \$260,000 from the County's federal ESG-CV Program to be used for the acquisition, rehabilitation, and operational and maintenance costs of a temporary emergency shelter for families and for the provision of essential services. All Board members present voted in the affirmative.

8. **Adjournment:**

There being no further business of this Authority, a motion was made by Eileen Kastura 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 on February 28, 2023. This meeting was adjourned at 5:28 p.m.



Glenn A. Yeager, Chairman