

MINUTES

BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

April 8, 2019

The April 8, 2019 meeting of the Berks County Industrial Development Authority, held at the Berks County Services Center, 633 Court Street, 14th Floor Library Room, Reading, PA 19601, was called to order at 8:30 AM by Chairman Joseph M. Eways, II.

Members Present: Joseph M. Eways, II
James A. Adams
Robert F. Firely (joined via phone at 9:15)
Eric W. Jenkins
Rebecca M. Wingenroth

Others Present: Commissioner Christian Y. Leinbach (arrived 8:40)
Mary L. Buerer, Executive Assistant to Commissioner Leinbach
Randy Peers, President & CEO of Greater Reading Chamber Alliance
Michael A. Setley, Esquire, Solicitor
Thomas C. McKeon, BCIDA Executive Director
Jeremy R. Zaborowski, BCIDA Deputy Director
Vicki L. Bentz, BCIDA Administrative Assistant/Bookkeeper

The Board immediately entered Executive Session to discuss a real estate matter and action as noted below was taken in the reconvened regular meeting. At 8:40, the Board recessed the BCIDA meeting and entered the Foundation meeting. At 8:50, the regular meeting was reconvened.

A motion to approve the minutes for the March 11, 2019 Board meeting was made by Ms. Wingenroth, seconded by Mr. Adams and unanimously approved.

Mr. Jenkins made a motion to approve the March income and expense reports, financial statements and the budget-to-actual reports. The motion was seconded by Ms. Wingenroth and unanimously approved.

A motion by Mr. Adams was made to ratify the approval by Messrs. Adams, Firely and Jenkins to increase the artifact salvage charitable contribution to the Berks Military History Museum from \$10,000 to \$12,360. Mr. Jenkins seconded the motion and it was unanimously approved.

The Met-Ed Line Upgrade Agreement was previously provided to the Board. Ms. Wingenroth made a motion to execute the Agreement and wire transfer funds from the First National Bank credit line to Met-Ed in the amount of \$1,093,078.19. Mr. Jenkins seconded the motion and it was unanimously carried.

Traffic Planning and Design forwarded the Deed Fee Simple form for the right-of-way portion of the former Myers' property at 2207 Bernville Road. The Resolution verifying the signatory of the Chairman and Executive Director was adopted at March's Board meeting. Mr.

Jenkins made a motion to execute the Deed, Mr. Adams seconded the motion and it was unanimously approved.

Per comments at March's Board meeting, the adjusted 2018 audit was emailed to the Board for review. Ms. Wingenroth made a motion to accept the audit which was seconded by Mr. Jenkins and it was unanimously approved.

Mr. Jenkins made a motion to approve a Sewer Improvements Agreement with the Reading Regional Airport Authority for connection to the RRAA sewage treatment plant subject to clarification of specifications in paragraph 3. The RRAA waived posting of financial security for this project. Mr. Adams seconded the motion and it was unanimously approved.

Mr. Zaborowski updated the Board as follows:

- He thanked Mrs. Bentz for obtaining all the necessary furniture, accessories and phone set-up for his office as well as the required Federal forms for new employees.
- In addition to the inclusion of applicable benefits pertaining to Mr. Zaborowski, the Board asked him to do a complete review of the Employee Handbook.
- 2019 marks 50 years for the BCIDA. Two press release drafts will be presented at the May meeting. Some type of celebration/acknowledgment will be planned.

Action to be taken as a result of the Executive session at the beginning of this meeting is as follows: the BCIDA unanimously approved, after motion by Mr. Jenkins and seconded by Ms. Wingenroth, to participate with \$500,000 in a first-lien loan arrangement presented by Mr. Peers to aid Mr. Shuman in acquiring the former A. W. Golden property along Lancaster Avenue and to develop an urban mall with a grocery store and retail shops. This is contingent upon receipt and review of all underwriting criteria by Mr. Setley and providing that the BCIDA will be consulted in all decisions and have the right to buy-out the Greater Berks Development Fund if necessary in the future.

There being no further business to come before the Board, at 9:25 AM the regular meeting was recessed and the Board entered executive session. In the executive session, a matter related to legal issues was discussed and the following action was taken in the reconvened regular meeting at 10:15 AM: A motion was made by Ms. Wingenroth, seconded by Mr. Jenkins and unanimously approved to proceed with a letter to the Reading Regional Airport Authority informing them that the BCIDA will be awarding the bids for the infrastructure and the Rt 183 intersection projects within one week. Mr. Eways made a motion to proceed with finding conflict counsel if needed which was seconded by Mr. Jenkins and unanimously approved.

There being no further business to come before the Board, at 10:17 AM on motion by Ms. Wingenroth and seconded by Mr. Jenkins the meeting was adjourned.

Respectfully submitted,

Executive Director