

## MINUTES

### BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

January 13, 2020

The January 13, 2020 meeting of the Berks County Industrial Development Authority, held at the Berks County Services Center, 633 Court Street, 14<sup>th</sup> Floor, Neversink Conference 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 (via phone)  
Robert F. Firely  
Rebecca M. Wingenroth

Member Absent: Eric W. Jenkins

Others Present: Scott Troy, Director of Client Services, Power Kunkle  
Commissioner Christian Y. Leinbach  
Mary L. Buerer, Executive Assistant to Commissioner Leinbach  
Commissioner Michael S. Rivera (arrived 8:45)  
Barbara J. Lopez, Executive Assistant to Comm Rivera (arrived 8:45)  
Michael A. Setley, Esquire, Solicitor  
Thomas C. McKeon, BCIDA Executive Director  
Jeremy R. Zaborowski, BCIDA Deputy Director  
Vicki L. Bentz, BCIDA Administrative Assistant/Bookkeeper

Health insurance options were reviewed for the enrollment period which begins March 1<sup>st</sup>. Mr. Scott Troy, BCIDA's insurance rep from Power Kunkle, reviewed several health insurance plans and answered questions. Due to the 16.96% premium increase with the current Capital Blue Cross plan, it was decided to switch to Highmark Premier Balance PPO \$4,000 which had a 2.23% increase over the current plan with comparable coverage and to keep the same deductible cost reimbursement criteria in place as previous years. A motion for the Highmark plan was made by Ms. Wingenroth, seconded by Mr. Eways and unanimously approved. Due to the nature of coverages required by Mr. McKeon, a motion by Mr. Eways was made to cover any gaps until full coverage is approved by Highmark with the understanding that Mr. McKeon would reimburse the BCIDA upon the insurance company's payment. Mr. Troy confirmed that coverage is retroactive to March 1<sup>st</sup>. Ms. Wingenroth seconded the motion and it was unanimously approved.

The minutes of the December 9, 2019 Board meeting was unanimously approved on motion by Mr. Firely, seconded by Ms. Wingenroth.

Ms. Wingenroth made a motion to approve the December income and expense reports, financial statements and the budget reports. Mr. Firely seconded the motion and it was unanimously approved.

Mr. McKeon reviewed the 2019 budget performance and the proposed 2020 budget. Upon motion by Ms. Wingenroth, seconded by Mr. Firely and unanimously approved, the 2020 budget was approved as presented.

The employee handbook updates were tabled to be critiqued by the committee formed last month to review salary policy and other personnel-related matters.

Mr. McKeon reported that he received an invoice from Met-Ed for the overage on the Berks Park 183 line upgrade. In addition to the \$1,143,078 previously paid to Met-Ed for the line upgrade, an extra \$100,909 was billed to cover additional contractor time due to encountering unexpected rock. Upon discussion, it was recommended that Mr. McKeon request an itemized invoice for review, to consult with Mr. Patrick Kelly at Met-Ed concerning the tax gross-up amount and to schedule a meeting with the new president, Linda Moss.

Mr. McKeon also reported on:

- The appraisal has been ordered on BP 183 to support the submission of the BIOS request as approved last month. Mr. Bellairs quoted \$4,000.

Mr. Zaborowski reported on:

- A meeting will be held later today with Community First concerning the possible financing on the Fourth and Elm project, similar to the previous financing arrangement for Alan Shuman and the A.W. Golden project.
- The RACP submission for the American Bank/Shuman project will be processed shortly. Mr. Shuman commented he may also be interested in a bridge financing arrangement.
- The quarterly action plan was reviewed. In addition to the items discussed at last year's retreat, it was suggested to include new items going forward.

Commissioner Michael Rivera introduced himself and his executive assistant to the group.

At 9:45 AM, the regular meeting was recessed and the Board entered executive session. In the executive session, a matter related to real estate was discussed. No official action was taken pertaining to this matter.

The Board reconvened the regular meeting at 9:52 AM. There being no further business to come before the Board, at 9:52 on motion by Mr. Adams and seconded by Mr. Firely the meeting was adjourned.

Respectfully submitted,

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Executive Director