

MINUTES

BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

July 13, 2020

The July 13, 2020 meeting of the Berks County Industrial Development Authority, held remotely due to the ongoing pandemic as advertised in the *Reading Eagle* on July 10, 2020, was called to order at 8:30 AM by Chairman, Joseph M. Eways, II.

Members Present: Joseph M. Eways, II
James A. Adams
Eric W. Jenkins

Members Absent: Robert F. Firely
Terri C. Lampe Melcher

Others Present: Thomas Gutherman, Senior Project Manager, Blue Rock Construction, Inc.
Jeffrey Williams, Broker, Jones Lang LaSalle Brokerage, Inc.
Christian Y. Leinbach, Commissioner
Mary L. Buerer, Executive Assistant to Commissioner Leinbach
Kevin S. Barnhardt, Commissioner
Jessica D. Blauser, Executive Assistant to Commissioner Barnhardt
Michael S. Rivera, Commissioner
Michael A. Setley, Esquire, Solicitor
Thomas C. McKeon, BerksIDA Executive Director
Jeremy R. Zaborowski, BerksIDA Deputy Director
Vicki L. Bentz, BerksIDA Administrative Assistant/Bookkeeper

A motion to approve the minutes of the June 1 and 16, 2020 Board meetings and the July 1, 2020 TEFRA public hearing meeting for The Highlands was made by Mr. Jenkins, seconded by Mr. Adams and unanimously approved.

Mr. Jenkins made a motion to approve the May and June income and expense reports, financial statements and the budget reports which were updated to include interest income. Mr. Adams seconded the motion and it was unanimously approved.

At 8:33 AM, the regular meeting was recessed and the Board entered executive session. In the executive session, a matter related to real estate was discussed and the following action was taken in the reconvened regular meeting at 9:02 AM. Mr. Adams made a motion to authorize execution of a Letter of Intent on the terms discussed and then proceed with negotiating an Agreement of Sale for Berks Park 183 Lots B, C and D. Mr. Jenkins seconded the motion and it was unanimously approved.

A discussion was held concerning the elimination of the Loop Road construction as noted on the bid alternative due to the aforementioned action. The decision to forego the Loop Road construction was communicated with Mr. Gutherman. No motion was required.

Mr. Gutherman discussed Blue Rock's suggested revision to the proposed Amendment to Owner and Construction Manager Agreement approved at the February Board meeting regarding the 7.5% markup on reimbursable costs. Mr. Setley will review the amendment, the Board will be polled by email and the motion will be ratified at the next meeting.

Mr. Adams made a motion to approve Ludgate Engineering and Traffic Planning and Design's Professional Services Agreements relating to the construction of Berks Park 183. Mr. Jenkins seconded the motion and it was unanimously approved, pending Mr. Setley's review.

Mr. Eways made a motion to approve the GTA Professional Services Agreement relating to inspection and certification of work concerning soil compaction. GTA is PennDOT approved as an inspection agency. Blue Rock did entertain bids for this service. Mr. Jenkins seconded the motion and it was unanimously approved, pending Mr. Setley's review.

Blue Rock researched job trailer leases and presented a lease through Willscot for \$11,730. This motion to approve was made by Mr. Jenkins, seconded by Mr. Adams and unanimously approved.

Verizon forwarded two wire relocation projects for Berks Park 183 running along Aviation Road and ending at the Airport sewer plant and from the sewer plant to Lot H. Mr. Adams approved the motion, seconded by Mr. Jenkins and unanimously approved.

Mr. Adams made a motion to proceed with the following financing arrangements:

- BerksIDA to open a \$1.5M credit line with Community First Fund, with the BCIDF's guarantee, for purposes of short-term bridge financing for Berks County projects with closing costs passed onto borrowers.
- Payoff the first lien mortgage on Shuman's 801 N. 9th Street property at \$560k with a 12-month bridge loan. The two other liens on the property will subordinate so that BerksIDA will be in first lien position.
- Lend up to \$600k for a 4-6 month loan to the 4th and Elm grocery project by Leopoldo Sanchez (KBLC, LLC) for construction phase funds, dependent upon a bank approving to purchase the new market tax credits when awarded and participation by Community First Fund and/or Greater Berks Development Fund.

Mr. Jenkins seconded the motion and it was unanimously approved.

Within the third quarter, RFPs will be advertised for the solicitor and auditor effective in 2021. Mr. Jenkins made a motion to approve which was seconded by Mr. Adams and unanimously approved.

In light of its three-year tenor, a fee exception was granted to The Highlands at Wyomissing bond deal for a fee of \$15,000. Mr. Jenkins made a motion to approve, Mr. Adams seconded the motion and it was unanimously approved.

Discussion was held concerning an in-person Board meeting in August. The County Services Building is not open to the general public at this time; however, GRCA has agreed for BerksIDA to use their training room on Commerce Drive in Wyomissing. Mr. Eways stated it is still an individual choice for attendees to participate either in-person or virtual. The staff is to explore what is available at the GRCA location for communication venues.

Mr. McKeon reported on a regional economic development strategy and what role BerksIDA should play in any on-going efforts. Mr. Barnhardt received a letter last week from the Chamber with a proposed strategic action which will be discussed at the County's Budget Operations meeting tomorrow. Mr. Jenkins noted that the Commissioners should require that all players be involved (such as BerksIDA, The City of Reading, GRCA, Planning, County Redevelopment Authority, etc.). Accordingly, the BerksIDA Board is invited to attend tomorrow's virtual meeting.

There being no further business to come before the Board, at 10:18 on motion by Mr. Jenkins and seconded by Mr. Eways, the meeting was adjourned.

Respectfully submitted,

Executive Director