

MINUTES

BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

April 12, 2021

The April 12, 2021 meeting of the Berks County Industrial Development Authority was held via Zoom and called to order at 8:30 AM by the Chairman, Mr. Adams.

Members Present: James A. Adams
Kirsten S. Deysher
Robert F. Firely
Eric W. Jenkins
Terri C. Lampe Melcher

Others Present: Michael A. Setley, Esquire, Solicitor
Jeremy R. Zaborowski, Executive Director
Vicki L. Bentz, Recording Secretary
Alan Shuman, Developer
Tom Gutherman, Senior Project Manager, Blue Rock Construction Co.
Linda L. Moss, Regional President Met-Ed
David H. Turner, Regional Manager External Affairs Met-Ed
Christian Y. Leinbach, Commissioner
Michael S. Rivera, Commissioner
Mary L. Buerer, Executive Assistant to Commissioner Leinbach
Barbara J. Lopez, Executive Assistant to Commissioner Rivera
Jessica D. Blausner, Executive Assistant to Commissioner Barnhardt

Mr. Alan Shuman was the guest speaker and provided an overview of his projects throughout the area along with citing brownfield/access issues on a few properties in the City of Reading.

Mr. Zaborowski reviewed D. H. Funk's Jersey barrier BP 183 Change Order #24 in the amount of \$34,012.53, reduced by \$1,528.83 due to the height reduction from the original Change Order presented and declined in January. A motion to approve was made by Mrs. Melcher, seconded by Mr. Jenkins and unanimously approved.

A motion to approve the minutes of the March 8, 2021 Board meeting was made by Mr. Firely, seconded by Mrs. Deysher and unanimously approved.

Mr. Firely made a motion to approve the March income and expense reports, financial statements and the budget reports. Mrs. Deysher seconded the motion and it was unanimously approved.

Mrs. Deysher made a motion to ratify the Board's prior unanimous approval to authorize Mr. Zaborowski to execute the Independent Contractor Agreement for Engineering Peer Review Services between BerksIDA and Snyder Secary & Associates, LLC for the BP 183 Lot H NPDES permit. The

drawings are 90% complete and Snyder Secary should be forwarding to DEP within the next 3 weeks. Mr. Jenkins seconded the motion and it was unanimously approved.

Mrs. Melcher made a motion, seconded by Mrs. Deysher and unanimously approved to resolve that, in order for the BerksIDA to decrease interruptions to its operations, BerksIDA grants to the Executive Director the authority to sign checks for up to \$2,500 in situations where it is not practical to efficiently obtain two Board signatures and a credit card is not an acceptable method of payment. Prior to issuing the payment, the Executive Director will send an email to the Board Chair and Treasurer to notify them of the situation and must receive email approval from one or both officers. The payment will also be included in the Treasurer's report for review at the next scheduled Board meeting.

As a follow up to last month's meeting, Mrs. Moss and Mr. Turner from MetEd attended this meeting. Mrs. Moss reviewed the background regarding the unforeseen circumstances encountered and the resulting additional costs relating to the Aviation Road vault relocation invoice. She agreed to review the discretionary costs associated with a MetEd supervisor on site, reduce those costs and re-bill BerksIDA. In the future, MetEd will offer specs to BerksIDA's contractors and to pause the job when any unforeseen occurrences arise for the BerksIDA's rep to visit the site for discussion. The Board thanked Mrs. Moss and Mr. Turner for their time and research into this matter. A motion was made by Mr. Jenkins, seconded by Mrs. Deysher and unanimously approved to pay the revised invoice upon receipt.

Mr. Adams began a discussion if the BerksIDA should focus on brownfields. The Board members and Executive Director commented with their opinions. This will be a topic during this year's retreat.

Mr. Zaborowski received a request from the Berks County Redevelopment Authority inquiring if BerksIDA would be interested in lending \$600,000 to their nonprofit entity (Berks County Nonprofit Development Corporation) to aid in the construction of a Magisterial District Justice office in Exeter. It would be a 2-year loan, interest only, all costs to be paid by the nonprofit, first lien position, assignment of the \$400,000 County lease agreement, no prepayment penalty, at a rate of 4.25%. The funds would be taken from the Foundation's SEI account. A motion to approve was made by Mr. Firely, seconded by Mrs. Melcher and unanimously approved.

At 9:41 AM, the regular meeting was recessed and the Board entered executive session. In the executive session, a matter related to real estate was discussed.

At 9:47 the Board reconvened the regular meeting at which time Mr. Jenkins made a motion, seconded by Mrs. Melcher and unanimously approved to execute a First Amendment to Purchase Agreement with Aviation 183 Real Estate, LLC to extend the due diligence period to provide for a parking area zoning change and a conditional use approval for the building height.

Mr. Zaborowski reported on:

- Retreat ideas.
- 2020 goals were submitted to the HR Committee and will be distributed to the rest of the Board.

- A prospect will be interviewed for the County wide strategic plan. The selection process will continue through May.

Mrs. Melcher thanked the Board for sponsorship in What's So Cool About Manufacturing. Filming will be held at the Double Tree and will air on Monday, April 26, at 7:30 p.m. on channel 69 WFMZ.

There being no further business to come before the Board, at 9:54 on motion by Mr. Jenkins and seconded by Mrs. Melcher, the meeting was adjourned.

Respectfully submitted,

Executive Director