

MINUTES

BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

March 13, 2023

The March 13, 2023 meeting of the Berks County Industrial Development Authority was held off-site and with Zoom availability and called to order at 8:30 AM by the Chairman, Mr. Jenkins.

Members Present: Eric W. Jenkins
Kirsten S. Deysher
Robert F. Firely
Terri C. Lampe Melcher
Andrew J. Roland

Others Present: State Senator Judy Schwank
Thomas Gombar, District Director/Senior Advisor, Office of Senator Schwank
Christopher M. Turtell, CPA, Partner, Herbein & Co., Inc.
Megan N. Thompson, CPA, Manager, Herbein & Co., Inc.
Michael A. Setley, Esquire, Solicitor
Jeremy R. Zaborowski, Executive Director
Vicki L. Bentz, Recording Secretary
Christian Y. Leinbach, Commissioner
Lynne A. Burns, Executive Assistant to Commissioner Sihelnik
Pamela Shupp, Deputy Chief Admin Officer & Econ Dev Director

State Senator Judy Schwank was the guest speaker and provided updates on current happenings in her district and the state. Senator Schwank identified several brownfields sites in Berks County.

Mrs. Thompson of Herbein & Company, Inc. reviewed the draft 2022 financial statement audit. Mrs. Thompson stated it is a clean, unmodified opinion. A motion to accept the audit was made by Mrs. Deysher, seconded by Mrs. Melcher and unanimously approved.

At 9:16 AM, the regular meeting was recessed and the Board entered executive session to discuss a matter related to a real estate issue.

The Board reconvened the regular meeting at 9:28 AM. A motion was made by Mrs. Melcher to approve Amendment 4 of the Purchase and Sale Agreement with Endurance for the sale of Lot H. The motion was seconded by Mrs. Deysher and unanimously approved.

At 9:29, the regular meeting was recessed and the Board entered executive session to discuss another real estate issue. At 10:38, the Board reconvened the regular meeting. No official action was taken pertaining to this matter.

A motion to approve the minutes of the January 9, 2023 Board meeting was made by Mr. Firely, seconded by Mr. Roland and unanimously approved.

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

The proposed 2023 General, Berks Park 183 and Foundation budgets were reviewed. Mrs. Melcher made a motion to approve the three budgets which was seconded by Mr. Firely and unanimously approved.

Mr. Roland made a motion to create the BP 183 Condominium Association, transfer the common areas to the Association and appoint Mr. Zaborowski as an executive officer to the Association's Board. Mr. Firely seconded the motion and it was unanimously approved.

A motion was made by Mrs. Melcher to approve the transfer of funds (\$12,100) from the General checking account to the Foundation's checking account to cover the annual expenses for the audit, Form 990 and D&O insurance premium. The motion was seconded by Mr. Firely and unanimously approved.

Mrs. Melcher made a motion to approve a \$2,500 co-sponsorship for the PA Economic Development Association conference which will be held at the DoubleTree. The County of Berks is the other co-sponsor. Mr. Roland seconded the motion which was unanimously approved.

Mr. Firely made a motion to extend the listing agreement which expires March 23, 2023, for Berks Park 183 with Jeff Williams of Jones Lang LaSalle for one year, through March 2024. The motion was seconded by Mr. Roland and unanimously approved.

A motion to approve and execute the three BP 183 water main easements to RAWA subject to engineer review was made by Mr. Firely, seconded by Mrs. Melcher and unanimously approved.

Mrs. Melcher made a motion to repeal Resolution 91-82 concerning compensation to Board members, seconded by Mr. Roland and unanimously approved.

Pertaining to the Reading Housing Authority's RACP project and to grant the Executive Director authority to execute the Agreement, the following documents were presented and a motion was made by Mr. Firely, seconded by Mr. Roland and unanimously approved as follows:

- Agreement between BerksIDA and RHA
- Adopt Resolution 01-23 authorizing the RACP application submission
- Agreement between the County and BerksIDA

Pertaining to the Rodale Institute's RACP project and to grant the Executive Director authority to execute the Agreement, the following documents were presented and a motion was made by Mrs. Melcher, seconded by Mr. Roland and unanimously approved as follows:

- Agreement between BerksIDA and RHA
- Adopt Resolution 02-23 authorizing the RACP application submission
- Agreement between the County and BerksIDA

Mr. Zaborowski's updates:

- Mr. Zaborowski has provided some support to Our City Reading as they start work on Goggleworks II, including helping them understand their grant positions and phasing of their work.
- We may have a joint board meeting with GBDF late summer as we develop a potential partnership between the organizations and Community Leaders for creation of an Urban Investment Fund.

There being no further business to come before the Board, at 10:55 AM the meeting was adjourned.

Respectfully submitted,

Executive Director