

MINUTES

BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

May 8, 2023

The May 8, 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 Chairperson, Mr. Jenkins.

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

Others Present: Michael A. Setley, Esquire, Solicitor
Jeremy R. Zaborowski, Executive Director
Vicki L. Bentz, Recording Secretary
Christian Y. Leinbach, Commissioner Chair
Michael S. Rivera, Commissioner
Lucine E. Sihelnik, Commissioner
Pamela Shupp, Deputy Chief Admin Officer & Econ Dev Director
John Buccinno, SVP Client Services, NAI Keystone
Eric Burkey, President & CEO, Burkey Construction

Eric Burkey, President & CEO of Burkey Construction and John Buccinno, SVP Client Services of NAI Keystone were the guest speakers and provided insights of the current development trends in the area and towards Philadelphia. Mr. Burkey commented that the strongest were apartments towards Philadelphia, manufacturing, Reading Phillies, commercial such as Penske and university/college work. Mr. Buccinno stated that industrial is active now and there is a “peel off on big box stuff”.

This meeting was recessed to hold the Berks County Industrial Development Foundation meeting at 9:11 AM. At 9:13 AM, this meeting was reconvened.

A motion to approve the minutes of the April 10, 2023 Board meeting was made by Mr. Firely, seconded by Mrs. Deysher and unanimously approved.

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

A motion was made by Mrs. Melcher, seconded by Mrs. Deysher and unanimously approved to ratify the Board’s majority prior email consent in April to authorize the Executive Director to retain David R. Beane, Esquire, an environmental attorney to review legal documents pertaining to the Glidden matter. His hourly rate is \$375 with approximately 20 hours of work, amounting to ± \$7,500.

Pertaining to the Cambridge-Lee Industries' 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 Cambridge-Lee
- Adopt Resolution 04-23 authorizing the RACP application submission
- Agreement between the County and BerksIDA

Mr. Zaborowski presented credit line proposals from three banks to increase the current credit line for the Glidden transaction. No motion was needed today as Mr. Zaborowski wants to further discuss with one of the banks.

Mr. Zaborowski's updates:

- A line item will be added to the BerksIDA's budget for the BP 183 Condo Association dues. A second meeting will be held later in May at which time the CA budget should be adopted.
- An error was discovered on the 2022 audited financial statement in that it stated the FNB credit line was secured by a lien on BP 183 in addition to the hold on the SEI account. There is no lien on the credit line. Herbein will correct.
- A Board member log-in section on the BerksIDA's website has been created and items will be populated into the section.
- Mr. Zaborowski is pursuing a proposal with the Berks County Redevelopment Authority to transfer IDA's administration, clerical and HR duties, such as payroll, to their administration person with a monthly or annual fee. Mr. Zaborowski has contacted Gage Personnel to advertise for a fiscal person which might entail a Board member vote by email to proceed prior to June's Board meeting.
- The Terraphase Engineering proposal for the Glidden property came in under \$10,000.
- The DEP comment period ends today for the Lot H review followed by the issuance of the permit. All entitlements will be complete. Looking to a 30-day closing period.
- Dates were tossed around for this year's retreat but no exact date was confirmed.

Mr. Jenkins requested to add an agenda item for the June meeting to plan participation with the City and other development agencies, such as GRCA, Redevelopment Authority, the County's Economic Development Director, to name a few, regarding the City's permitting process.

There being no further business to come before the Board, at 9:56 AM the meeting was adjourned.

Respectfully submitted,

Executive Director