

**MINUTES OF THE MEETING OF THE BOARD OF THE REDEVELOPMENT
AUTHORITY OF THE COUNTY OF BERKS**

March 23, 2010

Chair Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:30 P.M. on March 23, 2010, in the Neversink Room, 14th Floor of the County Services Center, 633 Court Street, Reading, Pennsylvania.

The following Board members were present during the meeting:

Glenn Yeager, Chair
Eileen Kastura, Vice Chair
Barry Rohrbach, Secretary
Pellegrino Orlando, Asst. Treasurer
Shirley Ludwig, Treasurer

The Chair declared a quorum of Board members present.

Also in attendance were:

Pamela J. Cala, Esquire of Kozloff Stoudt, Solicitor
Kenneth Pick, Executive Director
Kathy Miller, Fiscal Officer
David Hummel, Housing and Community Development Specialist
Kathy Heckman, Office Support

Upon motion made by Chairman Yeager and seconded by Eileen Kastura, all members of the Board present, voted to approve the February 23, 2010 minutes of the Board of this Authority.

Kathy Miller presented the Monthly Financial Report for the period ending February 28, 2010. A copy of this Report is attached to these Minutes. Upon motion by Glenn Yeager and seconded by Barry Rohrbach, all Board members present voted to approve the said Financial Report.

Kathy Miller then reviewed with the Board the proposals submitted to this Board by three accounting firms for auditing services. Following discussions of the various proposals, a motion was made by Barry Rohrbach and seconded by Shirley Ludwig to appoint Reinsel Kuntz Leshner as the accounting firm to perform auditing services for this Authority. Upon roll call vote, all Board members present voted in the affirmative to appoint the firm of Reinsel Kuntz Leshner for the said accounting services.

Mrs. Miller then presented to the Board the invoices for payments to creditors for the period through March 23, 2010. A motion was made by Glenn Yeager and seconded by Eileen Kastura that the invoices stated in said report be approved for payment. Upon roll call vote, all Board members present voted in the affirmative.

David Hummel and Kenneth Pick presented a brief report on the ADD Program. Mr. Hummel informed the Board that the City has agreed to provide this Authority with a \$200,000.00 grant from CDBG funds for use in demolition of ADD Program properties. A motion was made by Chairman Yeager and seconded by Shirley Ludwig for the Authority to enter into an Agreement with the City of Reading for the \$200,000.00 demolition grant to cover the cost of demolition of 16 properties within the City. Upon roll call vote, all Board members present voted in the affirmative. Glenn Yeager also made a motion to advertise and receive bids by April 23, 2010 for Demolition Contract #21 for the 16 properties. The motion was seconded by Barry Rohrbach and all Board members present voted to approve the said motion

Mr. Pick then discussed the Repository List maintained by the County of Berks Tax Claim Bureau. He advised the Board that the list was comprised of properties that have not been sold at the free and clear sale and, as a result, continue to have delinquent and unpaid real estate taxes due. Solicitor Cala and Mr. Pick have met with the County Treasurer and the Tax Claim Bureau to discuss the potential acquisition of some of these properties by this Authority under

the ADD Program. Mr. Pick and Mrs. Cala will continue to meet with the Tax Claim Bureau and its solicitor to develop a plan.

Mr. Pick remarked that there is nothing to report on the Penn Avenue Redevelopment Area at this time.

Mr. Hummel then presented an update on the Hamburg Redevelopment Area (also known as the Second Street Redevelopment Area). The Borough of Hamburg is still waiting on the final issuance of a Highway Occupancy Permit from PennDOT to proceed with work on the extension of Grand Street. In addition, Mr. Hummel reported that a survey is being completed for the acquisition of properties for the Promenade portion of the project. Mr. Hummel remarked that the acquisition of properties along State Street will continue.

Kathy Miller then gave a brief report on the Fleetwood Redevelopment Area (also known as the Tannery Redevelopment Area). Mrs. Miller informed the Board that the Borough of Fleetwood has entered into a contract with DESCCO for the widening of Foundry Alley.

Ken Pick gave a brief report on the Armorcast Redevelopment Area located partially in the Borough of Birdsboro and partially in the Township of Union. Mr. Pick advised the Board that he was informed of continued interest in demolishing the building for use as scrap metal.

Mr. Pick then presented an update on the Mental Health/Mental Retardation (MH/MR) Program. He advised the Board that developers continue to express an interest in using development funds from the Program, however, due to the requirement that clients of the Mental Health/Mental Retardation Program be able to access public transportation within close proximity to proposed sites, it is making it difficult to pursue development of some of the proposed sites.

Mrs. Heckman then presented a report on the County of Berks "Next Step Program", which is a tenant-based rental assistance program to provide families who have been determined

to be ready to move out of shelters, rehabilitation facilities and similar programs and to receive, temporary financial assistance for independent living and housing. One family has received a rental assistance subsidy to move from transitional housing to independent housing. Mrs. Heckman presented to the Board a Housing Voucher Contract for execution by Chairman Yeager and Secretary, Barry Rohrbach. In connection with the Contract, a housing lease is to be signed by the applicant and the owner of the property on March 24, 2010. Mrs. Heckman also advised the Board that the Berks County social service agencies announced that the Next Step Program will be accepting new applicants effective April 1, 2010. Solicitor Cala reviewed with the Board a proposed resolution which would authorize the Authority to administer the Next Step Program on behalf of the County of Berks. Upon motion made by Barry Rohrbach and seconded by Eileen Kastura, all members present voted to approve the resolution as presented, including the execution of the Housing Voucher Contract .

Kathy Miller reviewed with the Board a proposal for the use of the balance of the \$125,000.00 grant that was obtained for the Elm Street Program, including the acquisition of the 100 Yarnell Street property. Mrs. Miller proposed that the balance of the grant be used to cover the auditing expenses related to this Program. A motion was made by Glenn Yeager and seconded by Eileen Kastura to engage the services of Reinsel Kuntz Leshner to perform a program audit for a fee of \$3,250.00. All members of the Board present voted in the affirmative.

Mrs. Miller then provided a brief update on the inclusion of the Authority's activities associated with the Next Step Program under its liability insurance policy. Mrs. Miller advised the Board that the increased insurance coverage would result in an increase in the Authority's insurance premium by \$200.00.

The next meeting of the Authority will be April 27, 2010. There being no further business, Glenn Yeager made a motion to adjourn the meeting. The motion was seconded by

Eileen Rohrbach and all members of this Authority voted in the affirmative. The meeting was adjourned at 5:05 p.m.

Barry Rohrbach, Secretary