

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

May 20, 2025

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:34P.M. on May 20, 2025 at the offices of the Redevelopment Authority of the County of Berks, 400 E. Wyomissing, Avenue, Ground Floor, Suite 2, Mohnton, Pennsylvania 19540 and via Zoom telecommunications.

1. **Roll Call:**

The following Board members were present during the meeting:

Glenn Yeager, Chairman
Eileen Kastura Vice-President
Dr. Thomas Ruth, Secretary
Jorge Diaz, Assistant Secretary/Assistant Treasurer

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor
Kenneth Pick, Executive Director
Jaime Perez, Deputy Director
Tyler Reese, Facilities & Housing Manager
Kathy Miller, Fiscal Officer
Michele Hummel, Assistant Fiscal Officer
Kyre Maxwell, Assistant Fiscal Officer
Pauline Klopp, Redevelopment Generalist
Susan Buono, Executive Assistant

2. **Public Comment:**

There were no members of the public that attended the meeting. No public comment was made.

3. **Reading and approval of minutes of the meeting of April 29, 2025:**

The approval of the April 29, 2025 meeting minutes were deferred to next month's BCRA Board meeting.

4. **Report of the Treasurer:**

On behalf of Diodato Bassano, Treasurer, Kathy Miller, Fiscal Officer, presented the Statement of Activity and the Statement of Financial Position as of April 30, 2025. A copy of the report is attached to these Minutes. Upon motion made by Mr. Yeager and seconded by Mr. Diaz, all Board members present voted to accept the report of the Treasurer, including said Statement of Activity and Statement of Financial Position, subject to audit.

5. **Bills and Communications:**

On behalf of Diodato Bassano presented the list of payments to creditors representing the period of May 1, 2025 through May 21, 2025. A copy of the report is attached to these Minutes. Upon motion made by Mr. Yeager and seconded by Dr. Ruth, all Board members present voted to approve and/or ratify the list of payments to creditors.

6. **Reports of Committees:**

- a) Mr. Pick advised that there was nothing new to report regarding the Colebrookdale Railroad Finance Committee.

7. **Unfinished Business:**

- a) **Rentals** (Susan)

We have regained possession of 520 Birch Street and after reconditioning the property, we will be listing it for sale. We anticipate that it will be for sale in the next 2 weeks or so.

We have 1 unit that is currently late on rent, we are in communication with that tenant to resolve their balance. All other units are current.

- b) **Whole Homes Repair Program (WHRP).** Tyler Reese advised the Board of the following: To date 2.4 million dollars have been spent on repairs between Reading and the rest of the county. 97 applications have been completed. 23 cases are approved and are in various stages of completion.
- c) **23/24 Audit:** Jaime Perez advised that we met on-site with Herbein to define roles and responsibilities. The preliminary plan is to focus on reconciliations. We are expecting the reconciled records to be available in July and then allowing a third-party auditor to perform the 2023/2024 audit shortly thereafter. The goal is to complete the audit of 2023/2024 audit by the end of 2025 so that Herbein can proceed with the 2025 audit on schedule.

- d) **Colebrookdale Spur:** Mr. Pick advised of the following: We are still working on the financing package for the overall project to improve the railroad. Discussions have begun with Montgomery County about the possibility of proving funds. There also have been discussions with the state regarding PennDOT and the Redevelopment Assistance Capital Program providing additional funds to make the improvements and to help with the overall financing of the upgrade.
- e) **Oley Project:** Tyler Reese advised the Board of the following: LTL is reviewing our permit submission. Material submissions are 99% complete. Work is expected to start next month. We are still on track for a completion date in December of 2025.

8. **New Business:**

- a. **Update of Capitalization Policy:** A motion was made by Mr. Yeager and seconded by Dr. Ruth authorizing the update to the Capitalization Policy from the amount of 5K to 10K by recommendation of the auditors.
- b. **Amendment#1:** A motion was made by Mr. Yeager and seconded by Ms. Kastura authorizing the amendment to the cooperation agreement with the County of Berks for the Goggleworks II RACP grant.
- c. **Amendment#1:** A motion was made by Ms. Kastura and seconded by Mr. Diaz authorizing the amendment to the administrative agreement with ByHeart, Inc. related to RACP grant.
- d. **Resolution #2025-3:** A motion was made by Mr. Yeager and seconded by Dr. Ruth authorizing the sale of 251 Carsonia Avenue, Mt. Penn.
- e. **Amendment#2:** A motion was made by Mr. Yeager and seconded by Dr. Ruth authorizing the amendment to the HAP agreement with Berks Community Action Program.
- f. **Indemnification agreement with Birdsboro:** A motion was made by Mr. Yeager and seconded by Dr. Ruth authorizing the Indemnification agreement with Birdsboro.
- g. **Brownfields grant discussion:** A discussion ensued regarding a follow-up meeting with associates at Brownfields regarding grants. Mr. Perez advised he found the meeting very insightful, learning about the property standards within Brownfields and how we could utilize them in the future.
- h. **Annual train event-9/25:** The Board discussed the proposed date of 9/25/25 for the annual train event with Colebrookdale Railroad. Everyone in attendance agreed on the date. A motion was made by Mr. Yeager and

seconded by Mr. Diaz to agree on the proposed date of 9/25/25 for the annual train event with Colebrookdale Railroad.

9. Adjournment:

There being no further business of this Authority, a motion was made by Mr. Yeager to adjourn the meeting of this Authority. The motion was seconded by Ms. Kastura and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on June 24, 2025. This meeting was adjourned at 5:11 P.M.



Glenn A. Yeager, Chairman-