

**Military Installation Remediation and
Infrastructure Authority (“MIRIA”)
Board Meeting Minutes
FEBRUARY 2, 2024**

In attendance:

BOARD:

Todd Stephens, Chair (absent)
W. William Whiteside, Vice Chair
Thomas Panzer, Secretary
Theresa Harmon, Treasurer
Tara Conner-Hallston
Scott DeRosa (absent)
Gregory Nesbitt

STAFF:

Larry Burns, Executive Director
William Gildea-Walker, Deputy Director
Mary Eberle, Esq., Solicitor (attend virtually)

Mr. Whiteside opened the meeting with a Pledge of Allegiance at 9:00 am in the Horsham Township Municipal Building at 1025 Horsham Road.

Mr. Whiteside asked if there were any questions or comments from the public. There were none.

Mr. Whiteside asked for the will of the board regarding the January 5, 2024 meeting minutes. Mr. Nesbitt motioned to approve the minutes to the January 5th board meeting. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside noted the next agenda item was for the Executive Directors report. Mr. Burns confirmed that a pre-construction meeting had taken place with Scott Contractors regarding the West Moreland Avenue and Easton Road intersection improvement project. He noted the meeting went well, and in attendance were also the Navy, the school district and the Horsham Water and Sewer Authority. Most of the heavy work is expected to occur between June 15th and August 15th as an accommodation to the school district, though there is a fair amount of work on the Navy side of Easton Road that may begin earlier than that. Mr. Burns referenced the list of checks, which included several back to the grantees for the interest accrual on their 2023 local effort funds. Every February or so, we close out the local effort account and it will be refreshed in May when 2024 local effort funds are posted with 2024 grant applications. Additionally, Mr. Burns noted that he and the solicitor had discussed scheduling a staff meeting with grantees in March, and he expected to set that up in the coming weeks. He confirmed that was all he had for today but invited the boards questions. There were none.

Mr. Whiteside noted the next agenda item was bills and communications and asked for the will of the board regarding the approval of the list of checks. Mr. Nesbitt motioned to approve the list of checks to be paid in the amount of \$1,742,318.82 to fund MIRIA operating expenses and MIRIA project costs of \$19,778.77, to fund 2022 grant disbursements of \$1,574,749.55 to Upper Southampton Municipal Authority, Horsham Township and the Warminster Municipal Authority, and to fund \$147,790.50 in disbursements to all grant applicants for the interest accrued on their 2023 local effort funds. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside noted the next agenda item was the approval of the list of checks related to shuttle bus operations. Mr. Whiteside asked how that effort was going, and Mr. Burns indicated the bus operated like clockwork and the township continues efforts to bolster ridership. Ms. Harmon motioned to approve the list of checks to be paid from the Shuttle Bus Operating Account in the amount of \$10,532.80 to fund shuttle bus service costs for January, 2024. Mr. Nesbitt seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside confirmed the next item was an approval of a change order and invited Mr. Burns comments. Mr. Burns referred to a letter from Gilmore and Associates that was distributed with the board package which discussed options regarding the light controller unit. Gilmore noted that the original spec for the project assumed installing an old controller unit with the new traffic light, and that the contractor would have to locate and install a unit that is not serviced or supported by PennDOT, or as an alternative, the controller for the new light could be upgraded with a modern state of the art unit, though to do so would also require that we upgrade the controller units for 6 other traffic lights along Easton Road and on Horsham Road for a total upgrade cost of about \$80,000.00. Mr. Burns indicated that that was about 3.4% of the total \$2.2 million improvement project, and at the recommendation of our traffic engineer, recommended the approval of change order #1 to the project. Mr. Whiteside asked if those lights along Route 611 which actually work together now? Mr. Burns responded affirmatively. Mr. Whiteside agreed that he thought it a worthwhile investment and asked for a motion. Ms. Conner-Hallston moved to approve change order #1 to the MIRIA/Horsham Township contract with Scott Construction regarding the West Moreland Avenue and Easton Road intersection improvement project, serving to upgrade the controller unit at the intersection and at 6 other signaled intersections along Easton Road and/or on Horsham Road, thereby increasing the contract amount by approximately \$80,000.00., and serving to aid efforts of the future redevelopment of the former NAS-JRB Willow Grove property. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside indicated the last item on the agenda is to consider approval to engage jointly with the HLRA a marketing consultant to develop a branding strategy for the former NAS-JRB Willow Grove property and asked Mr. Burns for his comments. Mr. Burns confirmed that back in December, the board approved designating funds for a number of initiatives, and among them

specifically was this effort. In a joint effort with the Horsham Land Redevelopment Authority, it is our intention with board approval to hire a marketing consultant, to take Horsham Township's existing branding assets and to extend that and develop branding and communications materials for the base property. It is our hope that in the coming years additional parcels may be transferred and we wish to get a head of the curve as it relates to branding and communications. Mr. Whiteside asked if there were prospects on that yet? Mr. Burns confirmed that zoom meetings have been set up with two prospects. (At this time, Mr. Panzer arrived to the meeting). Mr. Nesbitt moved to authorize staff to engage jointly with the HLRA the services of a marketing consultant to develop a branding and marketing strategy for the former NAS-JRB Willow Grove property, with a total fee for services not to exceed \$75,000.00. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside asked if there was any additional business. There was none. He noted the next meeting of the board would be on Friday, March 1, 2024 at 9:00 am here in the Horsham Township Building.

With no other business, Mr. Whiteside adjourned the meeting at approximately 9:07 am.

/S/

Thomas Panzer, Secretary