

**Military Installation Remediation and
Infrastructure Authority (“MIRIA”)
Board Meeting Minutes
APRIL 5, 2024**

In attendance:

BOARD:

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

STAFF:

Larry Burns, Executive Director
William Gildea-Walker, Deputy Director
Kelly Eberle, Esq., Solicitor

Mr. Stephens opened the meeting with a Pledge of Allegiance at 9:09 am in the Horsham Township Municipal Building at 1025 Horsham Road.

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

Mr. Stephens noted that the board had had an executive session prior to this meeting, to discuss real estate matters.

Mr. Stephens asked for the will of the board regarding the March 1, 2024 meeting minutes. Mr. Whiteside motioned to approve the minutes to the March 1st board meeting. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted the next agenda item was for the Executive Directors report and invited Mr. Burns’ comments. Mr. Burns confirmed that the West Moreland Avenue and Easton Road intersection improvement project is underway. The fencing has been realigned and a preconstruction meeting with Scott Contractors, PennDOT and Horsham Water and Sewer Authority is scheduled for next Thursday. Most of the hard construction is expected to occur between June 15th and August 15th. There is a lot of prep work on both sides of Easton Road that underway, like storm water management. Regarding the Adam’s Pitstop property, Mr. Burns indicated he did have recent discussions with the township public works department who initially indicated that asphalt removal and grass seeding could not be fit into the schedule until the fall. In recent conversations, they have indicated they may be able to get to the project sooner. Mr. Burns confirmed the MIRIA 2023 audit is concluded and he is expecting the December 31, 2023

financial statement to be available in the next couple weeks. Once it is, he will distribute it to the board for their review. Mr. Burns confirmed that staff continues to evaluate properties for potential acquisition for infrastructure and road improvements. He indicated that Resolution 2024 – 2 discusses a possible property while keeping the address confidential as negotiations proceed. Mr. Burns noted that next week, the joint base branding project with the HLRA is kicking off with Elysium Marketing. He noted that there is a check in the check run representing some good faith monies for that effort. Mr. Burns also confirmed that he had sent out ethics forms and reminded the board he needed them completed and returned by May 31st. He concluded his remarks and asked if there were any questions? Mr. Stephens asked what was MIRIA's role in the Elysium contract. Mr. Burns confirmed that MIRIA was funding the project in full, and would be participating with the HLRA and leadership in providing Elysium with various input, which they would distill into messaging for the base going forward.

Mr. Stephens 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. DeRosa motioned to approve the list of checks to be paid in the amount of \$964,748.84 to fund MIRIA operating expenses, MIRIA project costs and to fund various MIRIA grant disbursements to Horsham Township, North Wales Water Authority and to the Horsham Water and Sewer Authority. Mr. Whiteside seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted the next agenda item was the approval of the list of checks related to shuttle bus operations. Mr. Whiteside motioned to approve the list of checks to be paid from the Shuttle Bus Operating Account in the amount of \$10,293.20 to fund shuttle bus service costs for March, 2024. Mr. DeRosa seconded the motion. All were in favor and the motion passed unanimously.

Mr. Stephens noted that additional business included addressing grant guidelines and invited Mr. Burns' comments. Mr. Burns confirmed every year at MIRIA's April board meeting, that we've tended to tweak the guidelines and also sought approval for the certification to the Department of Revenue. The changes to the guidelines this year he considers them to be more clarifications. One change is to codify information required as part of the grant disbursement process. Another, is that the guidelines were not specific regarding availability of access to local effort funds. In our first cycle, we simply returned local effort to the grant applicant and those funds were not controlled. Since then, our process required local effort be tracked and confirmed used in the approved project, and when grant agreement are signed, local effort is transferred into the grant and project escrow account and is then subject to the same disbursement requirement to assure that those funds are used in the approved project. He confirmed that those 2 things were the significant changes recommended for the boards' approval. Mr. Whiteside motioned to approve the MIRIA Municipal and Municipal Authority Grant Guidelines as revised. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted the next item was the certification to the Department of Revenue. Mr. Burns indicated that distributed with the board package was a draft of the certification to the Department of Revenue that by statute MIRIA is required to provide. He reviewed that in December 2023 MIRIA was awarded \$21,159,415.00, that statutorily MIRIA expenses come of the top, and for 2023 were \$265,388.18. At our December meeting grants were approved and are shown on the certification as well as funds that were designated and budgeted for MIRIA projects of \$1,866,746.77, which left remaining funds to be returned to the Department of Revenue of \$0. Mr. DeRosa motioned to approve authorizing MIRIA Staff to submit a certification and accounting of the use of funds to the Pennsylvania Department of Revenue of amounts made available to MIRIA in fiscal year 2023 from the Military Installation Remediation Program. The submission to be made on or before April 15, 2024. Mr. Whiteside seconded. All were in favor and the motion passed unanimously.

Mr. Stephens confirmed the next item on the agenda was Resolution #2024 – 2. Mr. Burns commented that at the previous Executive Session of the board and past Executive Sessions, MIRIA staff continues to look at potential acquisitions for infrastructure and road improvements here in Horsham Township to aid in the redevelopment of the base. We’ve identified a property and wish to begin negotiations. We will not at this time divulge the address and the intention is to get an appraisal on the property and to set a value based on that appraisal, and hopefully enter into an agreement of sale and ultimately acquire the property. Mr. DeRosa motioned to approve Resolution # 2024-2 to approve and authorize condemnation or for staff to enter into an agreement of sale on a priority property for acquisition. Mr. Whiteside seconded. Mr. Burns confirmed it was a roll-call vote.

Ms. Harmon – Aye
Mr. DeRosa – Aye
Mr. Whiteside – Aye
Mr. Stephens – Aye

The motion passed unanimously.

Mr. Stephens asked Mr. Burns’ input on authorizations. Mr. Burns confirmed the next item sought the board’s approval to authorize an appraisal on the priority property discussed at the Executive Session of the board so that it might serve as a basis of value in negotiations. Mr. Whiteside motioned to approved and authorize MIRIA staff to engage and authorize an appraisal, phase 1 environmental study and title insurance on the priority property for acquisition. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked if there was any additional business. Mr. Burns indicated no, there was none.

Mr. Stephens confirmed the next meeting of the board would be on Friday, May 3, 2024 at 9:00 am here in the Horsham Township Building.

With no other business, Mr. Stephens adjourned the meeting at approximately 9:24 am.

/S/

Thomas Panzer, Secretary