

**Military Installation Remediation and
Infrastructure Authority (“MIRIA”)
Board Meeting Minutes
August 4, 2023**

In attendance:

BOARD:

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

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 9:00 am in the Horsham Township Municipal Building at 1025 Horsham Road.

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

Mr. Stephens asked for the will of the board regarding the June 2nd, 2023 meeting minutes. Mr. DeRosa motioned to approve the minutes to the June 2nd board meeting. Mr. Nesbitt seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted the next agenda item was for the Executive Directors report. Mr. Burns confirmed that compliance season for MIRIA Zone businesses and parcel owners began on July 1st and will run through midnight, September 1st. He has been in communication with MIRIA’s compliance consultant Deana Zosky, and expects she will be in town late next week encouraging business to file the necessary information. Mr. Burns expects to meet with her and also to assist her in these activities. Mr. Burns noted that of the 7 grant applications received by MIRIA, that 6 of those request a MIRIA Quick Response Grant. September 1st is the next MIRIA board meeting and he expects that Quick Response Grants will be reviewed with approval recommendations for the board to act on. Mr. Burns confirmed that PennDOT had requested an additional round of comments and question pertaining to fiber-optic relocation in regard to the West Moreland Avenue and Easton Road intersection improvement project. Our engineer expects to provide the additional information though believes we remain on schedule for a prompt approval. We have received approval from the owners of the Horsham Inn property for the improvements that affect their property and the adjacent gas station property owner is expected to provide their approval in the next day or two. At this time, there is no MIRIA related activity regarding the Adam’s

pitstop property, as the township has underway preliminary engineering for the Blair Mill Road widening, Phase 3 project, which is expected to require a good portion of the property for intersection improvements. Mr. Burns also noted that in keeping with past discussions, the Horsham Office Parks Shuttle, or HOPS, is starting on September 1st and will provide free shuttle access to employees in the Pennsylvania Lifestyle Campus and the Horsham Business Center. Mr. Burns concluded his remarks and asked if there were any questions. There were none.

Mr. Stephens noted the next agenda item was bills and communications. Mr. Stephens asked for the will of the board regarding the ratification of the June 30, 2023 list of checks. Mr. Whiteside motioned to ratify the list of checks issued on June 30, 2023 in the total amount of \$3,726,405.89 for payment of MIRIA operational expenses, funding of MIRIA project costs and disbursement of MIRIA grant monies to North Wales Water Authority, Horsham Water and Sewer Authority, Warminster Municipal Authority, and Horsham Township. Mr. DeRosa seconded. All were in favor and the motion passed unanimously. Mr. Stephens asked for the will of the board regarding the ratification of the June 30, 2023 list of checks related to the shuttle bus operating account. Mr. Nesbitt motioned to ratify the June 30, 2023 list of checks to be paid from the Shuttle Bus Operating Account in the amount of \$70.00. Mr. Whiteside seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked for the will of the board regarding the approval of the August 4, 2023 list of checks. Mr. DeRosa motioned to approve the August 4, 2023 list of checks to be paid from the MIRIA Operating Account in the amount of \$15,455.94 to fund MIRIA operating expenses and MIRIA project costs. Mr. Whiteside seconded. All were in favor and the motion passed unanimously. Mr. Stephens asked for the will of the board regarding the approval of the August 4, 2023 list of checks related to the shuttle bus operating account. Ms. Conner-Hallston motioned to approve the August 4, 2023 list of checks to be paid from the Shuttle Bus Operating Account in the amount of \$122.50. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted the next agenda item was for the consideration of Resolution #2023-2 which proposes to revise and amend the 2023 MIRIA budget. He invited Mr. Burns to speak regarding it. Mr. Burns confirmed with the approval of the new contract with MIRIA compliance consultant back in May, that it was known the increased level of compensation would impact the 2023 budget and that an amendment would be necessary. This was discussed with the board at both the May and June board meetings. In preparation for the amendment, staff reviewed expenses to date and overlaid the expenses of last 5 months of 2022, to see if it was appropriate to adjust any other expense categories at this time. In reviewing and stressing 2023 expenses, payroll and benefits will be close but do not need adjusting. The Exhibit A to the resolution identified 3 categories other than compliance consultant costs that staff has recommended revising. Those include travel, as Mr. Burns may choose to hand deliver the information on cycles 1, 2 & 3, recently requested by the Department of Revenue. Staff has also recommended increasing the

budget for outreach, materials and mailings, as both paper costs and postage have seen increases, and to budget additional monies for interest expense, as our original budget did not presume the multiple interest rate hikes by the Fed that have occurred in 2023. As a result, staff is recommending a revision and amendment to the 2203 budget increasing those categories, and total budgeted expenses from \$237,400.00 to \$286,000.00. Mr. Whiteside motioned to approve Resolution #2023-2 and the revised and amended 2023 MIRIA Operating Budget as submitted. Mr. DeRosa seconded. Mr. Burns noted the resolution calls for a roll call vote.

Mr. Nesbitt-Aye

Mr. DeRosa – Aye

Ms. Conner-Hallston – Aye

Mr. Whiteside - Aye

Mr. Stephens – Aye

The motion passed unanimously.

Mr. Stephens asked if there was any additional business. There was none. He noted the next meeting of the board would be on Friday, September 1, 2023 at 9:00 am here in the Horsham Township Building.

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

/s/

Thomas Panzer, Secretary