

**Military Installation Remediation and
Infrastructure Authority (“MIRIA”)
Board Meeting Minutes
May 5, 2023**

In attendance:

BOARD:

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

STAFF:

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

Mr. Stephens opened the meeting with a Pledge of Allegiance at 9:01 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 April14, 2023 meeting minutes. Ms. Harmon motioned to approve the minutes to the April 14th 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 on April 10th the required Certification was provided the PA Department of Revenue confirming grants awarded, funds designated and budgeted for MIRIA economic development and infrastructure projects and confirming no remaining undesignated funds. In recent weeks, Matt Forti of the Department of Revenue reach out and confirming that Revenue had been lax in their monitoring of the program. In each cycle, MIRIA has merely supplied the annual certification, which confirmed MIRIA operating expenses, grants awarded, and designated MIRIA projects, and no back up or supportive information was requested or filed. Mr. Forti and the Department of Revenue have now requested supporting information for the last three cycles confirming a detail listing of MIRIA operating expenses, copies of grant agreements and disbursement request for each cycle and for supporting information on MIRIA economic development and infrastructure project costs. Mr. Forti asked that these materials be made available in the next four months, and Mr. Burns indicated that he thought it no problem to assemble and provide the information to Revenue in the time allotted. Ms. Eberle noted that MIRIA staff has been meticulous in our efforts to document all aspects of each cycle and she was

confident materials could be assembled and supplied to Revenue and satisfy their informational requirements.

Mr. Burns continued and discussed the Horsham Business Parks Shuttle bus, noting the board in April approved entering into a services agreement with TransNet. A draft agreement has been made available and is under review. Horsham Township Council at its' May 10th meeting is expected to act of the reimbursement agreement with MIRIA, obligating it for all costs related to the program. With their approval and the execution of the services contract and reimbursement agreement, we are hopeful to get the bus up and operating by July 1st.

The original 3-year agreement with MIRIA compliance consultant expires on May 31st and we hope to have an extension and amendment to the agreement executed in the coming weeks and to button-down a new 5-year contract. The increase in payment under the contract were not part of the MIRIA budget approved in the December 2022 board meeting, and Mr. Burns expected that in our August board meeting, that a revised budget would be considered which incorporates the new compliance consultant contract. Additionally, Mr. Burns needed to review all costs categories as payroll and benefits have been a little higher than anticipated, and would be reviewed and considered at the August meeting.

Mr. Burns indicated that he had sent a supplemental package to the board with MIRIA 2022 financial results and a memo discussing 2022 results. Additionally, in the list of checks, he indicated various checks for costs pertaining to improvements at 986 Easton Road, as the asphalt was recently taken up, additional wells decommissioned, and 4 inches of new top soil was added with grass seed. The property looks much more esthetically pleasing. Gilmore & Associates is working on a response to the recent round of PennDOT's comments and questions, and is still optimistic PennDOT approval could be in place by July 1st with construction breaking ground in the fall. Mr. Burns indicated that there isn't a list of checks this month for the shuttle bus.

Mr. Burns noted May is a busy month, as grant applications with local effort are due by May 15th close of business. Then by June 1st, MIRIA is required to certify 2023 cycle local effort, which then sets the potential dollar that may be available for funding in December. Additionally, a revised master list is due Revenue by June 1st and Mr. Burns has had discussion regarding it with Deana Zosky our compliance consultant. The certification of the Recorder of Deeds is also due by June 1st. Mr. Burns confirmed he had a meeting scheduled with Jeanne Sorg, the Montgomery County Recorder of Deeds and her staff on May 10th to review parcel transfers. In the first three cycles, there were less than a dozen transfers in the zone. In 2022, given Regency at Waterside sales were in high gear, total property transfers totaled 111 with total transfer tax exceeding \$1.3 million. While the Recorder of Deeds Certification was negotiated with PA Revenue to avoid the necessity of 111 different buyer certifications, Mr. Burns was concerned that the volume of transfers would be a strain on the Recorder of Deeds staff, and has assembled a very straight forward package intended to minimize the recorder of deeds office review efforts, and provide

them the necessary base information that would allow them to confidently certify MIRIA Zone transfers and transfer tax amounts. Mr. Burns confirmed that concluded his remarks and invited 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 approval of the MIRIA operating account list of checks. Mr. Nesbitt motioned for approval of the MIRIA operating account list of checks in the amount of \$39,395.49 to fund MIRIA operating expense and to fund MIRIA project costs. Mr. Panzer seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted under additional business was the consideration of the approval of Resolution #2023-1 authorizing MIRIA staff to certify local effort to the Department of Revenue and asked for the will of the board on the matter. Mr. Panzer motioned to approved Resolution #2023-1 authorizing MIRIA staff to certify local effort funds available to the PA Department of Revenue for the 2023 Military Installation Remediation Program. Mr. Nesbitt seconded. Mr. Burns noted the resolution call for a roll call vote.

Mr. Nesbitt-Aye

Mr. DeRosa – Aye

Ms. Conner-Hallston – Aye

Ms. Harmon - Aye

Mr. Panzer – Aye

Mr. Stephens – Aye

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, June 2, 2023 at 9:00 am here in the Horsham Township Building.

With no other business, Mr. Stephens adjourned the meeting at approximately 9:08 am.

/S/

Thomas Panzer, Secretary