

**Military Installation Remediation and
Infrastructure Authority (“MIRIA”)
Board Meeting Minutes
November 5, 2021**

In attendance:

BOARD:

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

STAFF:

Larry Burns, Executive Director
William Gildea-Walker, Deputy
Director (absent)
Mary 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 audience. There were none.

Mr. Stephens asked for the will of the board regarding the October 1, 2021 meeting minutes. Mr. Whiteside motioned to approve the minutes to the October 1st board meeting. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked if the Executive Director had a report. Mr. Burns confirmed that of a number of projects undertaken this year by MIRIA was the road network study. In past months, there have been scheduling issues and we have not yet seen a board presentation from Michael Baker International. In discussions with various stakeholders, staff has become aware that annually, a transportation update presentation is made to Horsham Council the third Monday of November of each year. Given that, staff had recommended having Eric Frary of Michael Baker make the MIRIA Road Network Study Presentation at that meeting, on November 22, 2021 with invitations to the boards of the HLRA and MIRIA to attend. In this way, 1 presentation could be available to all three boards. If necessary, this revised joint meeting will be advertised. Mr. Burns also noted that he had just received an updated draft of the recreational fields study. Staff had reviewed a previous draft and shared comments with our vendor which are expected to be incorporated in this new draft report. Staff will be reviewing the update and distributing the revised draft in the coming weeks. Regarding 986 Easton Road, efforts to demolish the structures on the property continue. The Operating Engineers hope to have equipment on site either November 9th or the

16th. He indicated that was all he had for his report and asked if there were any questions. Mr. Stephens asked regarding the Road Network Study, if the board would have the opportunity to ask questions and interact with presenter and Mr. Burns answered affirmatively.

Mr. Stephens noted for the record that his colleague, Representative Schroeder was in attendance.

Mr. Stephens referred to the next agenda item and asked for the will of the board regarding the approval of the list of checks dated November 5, 2021. Mr. Panzer motioned for approval of the list of checks dated November 5, 2021 in the amount of \$1,232,761.49 for payment of MIRIA operating expenses, to fund of MIRIA project costs and to fund 2020 cycle grant disbursements for North Wales Water Authority, Horsham Water and Sewer Authority and Ambler Borough. Mr. DeRosa seconded. Mr. Stephens inquired, that with these disbursements came the necessary documentation for payment? Mr. Burns confirmed that all disbursement had substantial backup paperwork including cancelled checks or other evidence of payment. He confirmed that this distribution for North Wales Water Authority was their final distribution for the 2020 cycle and that all of the 2020 award would now be disbursed. Of the \$405,000 grant award to Ambler Borough, after this disbursement, there remained about \$396,000 in the MIRIA Grant and Project Escrow Account. Regarding Horsham Water and Sewer, after the disbursement shown in the list of checks there would remain about \$3.4 million in the escrow account. Warminster Municipal Authority has about \$1.5 million still on deposit in the escrow and Horsham Township at this date, has not had any disbursements on its \$1.8 million infrastructure grant. He confirmed the total balance in the Grant and Project Escrow Account totals about \$7.1 million. With no additional questions, all were in favor and the motion passed unanimously.

Mr. Stephens indicated the next agenda was new business and invited Mr. Burns to discuss the subject. Mr. Burns confirmed that at next months' meeting, by statute MIRIA is required to adopt its 2022 operating budget and to budget and designate other funding activities as well. In anticipation of addressing the budget next month, quantifying audit costs for 2022 is appropriate. In February 2020, the board authorize advertising for audit services and 5 proposals were received with costs ranging from \$3,500 to \$30,000. At the April 2020 board, Maillie LLP was appointed as MIRIA's auditor the 2020. Mr. Burns referred to the memo in the board package on the subject and noted that when Maillie staff was in doing audit work in March of 2021, they lived up to the \$3,500 fee set for 2020, but made it clear that the complexity of the accounting systems, the number of accounts that need to be reconciled, and the bank line of credit, would certainly push the fee up in the next cycle. Maillie for 2021 audit services has submitted a proposal for \$7,500.00. While a meaningful hike in cost, they understand our mission, our systems and will not require a lot of touch and supervision while a new firm would. Mr. Burns recommended that the firm of Maillie be appointed MIRIA's auditor for 2021 with a fee for service not to exceed \$7,500. Ms. Harmon moved to approve and engage the CPA firm of Maillie

LLP as the auditor for MIRIA for fiscal year 2021. Mr. Whiteside seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked if anyone had any additional business? There was none.

Mr. Stephens noted that this meeting was rather quick and that the next meeting in December is expected to be a more robust meeting as we will be addressing grant approvals, and we will have the Department of Revenue certification of funds for the 2021 grant cycle. He reminded all that the next MIRIA board meeting was to be held on Friday, December 10th, 2021 at 9:00 am at the Horsham Township Municipal Building.

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

/S/

Thomas Panzer, Secretary