

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

In attendance:

BOARD:

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

STAFF:

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

Mr. Whiteside opened the meeting with a Pledge of Allegiance at 9:05 AM in the Horsham Township Municipal Building at 1025 Horsham Road.

Mr. Whiteside asked if there were any question or comments from the audience. There were none.

Mr. Whiteside asked for the will of the board regarding the January 8, 2021 meeting minutes. Mr. Nesbitt motioned to approve the minutes of the January 8th board meeting. Mr. DeRosa seconded. All were in favor and the motion passed.

Mr. Whiteside asked if the Executive Director had a report. Mr. Burns confirmed that efforts continue to finalize and execute grant agreements. Both North Wales Water Authority and Warminster have finalized and executed agreements on file. North Wales Water Authority has supplied staff with sufficient evidence of costs in the way of invoices and cancelled checks and their initial funding will be disbursed today of about \$2.7 million to reimburse the surcharge paid by Warrington Customers. Additionally, their local effort will be disbursed to them and the balance of the grant placed in our grant and project escrow account. Warminster has yet to supply staff with cost evidence materials but we expect those in the coming weeks. Horsham Water and Sewer Authority on Monday the 8th is scheduled to consider the approval to execute the grant agreement. Horsham Township has approved the grant agreement execution and it should be signed-off in the coming weeks. Mr. Burns confirmed he had a zoom meeting scheduled Monday the 8th with Mary Aversa, the Ambler Borough Manager, and hoped to get an update on where things stood with them.

Regarding MIRIA projects, Mr. Burns confirmed that Michael Baker was in the process of preparing a scope of work for the transportation network in close proximity to the base. He was

also trying to arrange a zoom meeting with Sports Facilities Advisory so that a scope of work for an open space and sports recreational fields study could get underway. Mr. Burns also indicated that Matt Forti of the PA Department of Revenue confirmed yesterday that they had forwarded our Compliance Consultant, Deana Zosky, the Department of Revenue master file. Mr. Burns looked forward to reviewing their file and better understanding the taxes contributed by various businesses and parcel owners. Mr. Burns also indicated he had interacted with the MIRIA's auditor, Maillie LLP and has started to assemble various information that they would need in preparing the MIRIA's 2020 audit report. He expected they would be on-site in late February or early March.

Mr. Burns indicated that in March, staff also would be meeting with water providers and seeking their input on and potential process improvements or other tweaks that they believe would be beneficial to the grant program. Additionally, by mid-March, he'd like to be in a position to submitted new designated parcels to the Department of Revenue. Last cycle, we only captured about 80 acres of the 100 allotted given Revenue's highly conservative rule of thumb as to what constitutes a deteriorate property. Mr. Burns indicated he had started identifying new parcels and has 3 in mind for about 7.5 acres leaving about 12 acres off the allotment still open. Mr. Burns also confirmed that by April 15, we are required to submit a report with the Pennsylvania Treasurer's Office and the Department of Revenue detailing how monies were spent and designated. He also reminded that May 15th is around the corner, when the 2021 cycle will require the submission of new grant applications along with local effort funds.

Mr. Whiteside referred to the next agenda item of bills or communications and asked for the will of the board regarding the list of checks for MIRIA operations. Mr. Nesbitt motioned for approval of the list of checks for MIRIA operational expenses in the amount of \$12,661.00. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside asked for the will of the board regarding the approval of a MIRIA supplemental list of checks. Mr. Burns interjected that we had originally issued checks 1005 and 1006 regarding the North Wales Water Grant based on estimates of completed tank work. When invoices and cancelled checks were assembled and provide staff, Bob Bender confirmed the tank work was progressing and billing slower than expected. As a result, we are voiding checks 1005 and 1006 and disbursing about \$2.7 million to fund Warrington customer surcharge rebates and putting the remaining approximate \$567,000 in the MIRIA grant & project escrow account. As work continues and bills, additional grant funds will be disbursed. Mr. Nesbitt motioned to approve the PLGIT supplemental list of checks to be paid in the amount of \$3,342,111.03, subject to and conditioned upon voiding checks #1005 and #1006. Ms. Harmon seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside noted under additional business was to consider authorizing staff to seek proposals for communications/public relations services. He asked Mr. Burns to discuss. Mr.

Burns affirmed that he remained pleased with last years results and he thought MIRIA represented a mission and effort that our community should be proud of. Given the various efforts required to get the authority designated, to build a grant program, to find a compliance consultant, to engage parcel owners and businesses to file the required information, and to approve and fund the various grants and projects, we did not however well communicate with our local community. The township's staff and budget are stressed and for MIRIA to be more effective in projecting our message, staff has discussed potentially engaging a communications/public relations firm. Mr. Nesbitt indicated that he was in agreement and asked who the Allentown NIZ or Lancaster CRIZ use? Had Mr. Burns made inquiry of our Compliance Consultant who interacts and knows them both well. Mr. confirmed he did not yet broach the subject with Deana Zosky, as he was looking for board agreement before approaching her. Mr. Whiteside recalled that there was money in the budget for this. Mr. Burns confirmed we had approved a budget with some marketing/communications dollars in it, but thought if we were to engage on for more active management of social media, web site, community mailers, etc., that he thought the budget would need to be tweaked. It was his hope that we could get the go-ahead today, and possible discuss at our next board meeting approve of staff's recommendation and amend our budget should that be necessary as a result. Mr. Whiteside asked the will of the board regarding communications/public relations services. Mr. DeRosa motioned to approve authorizing staff to seek proposals for communications/public relation services. Ms. Conner-Hallston seconded. All were in favor and the motion passed unanimously.

Mr. Whiteside inquired if there was any additional business. There was none. Mr. Whiteside reminded all that the next MIRIA board meeting was to be held on Friday, March 5th, 2021 at 9:00 am at the Horsham Township Municipal Building.

With no other business, Mr. Whiteside adjourned the meeting at approximately 9:14 am.

/S/

Thomas Panzer, Secretary