

**Military Installation Remediation and  
Infrastructure Authority (“MIRIA”)  
Board Meeting Minutes  
April 3, 2020**

In attendance:

BOARD:

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

STAFF:

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

Absent:

Larry Burns, Treasurer

To insure public safety during the COVID-19 crisis, the April 3, 2020 board meeting of MIRIA was held as an audio and video conference, and was duly advertised as such on Sunday, March 29th. Public comment was available before and during the meeting by email to [Horsham@horsham.org](mailto:Horsham@horsham.org).

Mr. Stephens opened the meeting with a Pledge of Allegiance at 9:10 AM.

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 March 6, 2020 meeting minutes. Mr. Whiteside motioned to approve the minutes of the March 6 board meeting. Mr. Nesbitt seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked if the Executive Director had a report. Mr. Gildea-Walker confirmed that MIRIA Staff and Todd Stephens held a video conference on April 2<sup>nd</sup> with Randy Patterson, the Executive Director of the Lancaster CRIZ. Mr. Patterson’s input on best practices and business community engagement were extremely helpful. We expect in the coming days to have conversations with the Compliance Consultant the Lancaster CRIZ uses, and to define a scope of work for a compliance consultant for MIRIA. Mr. Gildea-Walker also confirmed that MIRIA staff had received a response from PA Department of Revenue on a number of questions we had raised in our original meeting in Harrisburg with them in February. Mr. Gildea-Walker also reviewed a power point presentation which discussed the MIRIA Critical Time Line. In his discussion on the presentation, he confirmed that MIRIA had sent letters out to potential MIRIA

Zone parcel owners and businesses prior to our submission of the Delegated Authority Application that was submitted to the Department of Revenue on March 12<sup>th</sup>. He confirmed that MIRIA staff had had their second meeting with area water providers and incorporated some of their ideas in our grant program. He also discussed our hopes of bringing on-board a compliance consultant or manager by mid-May that would engage and educate parcel owners, businesses, and the Horsham community in efforts to maximize participation and available tax revenues for our program. He further reviewed the calendar through the balance of 2021, requiring grant applications and local effort checks by May 15<sup>th</sup>. Mr. Gildea-Walker reviewed a MIRIA Zone parcel summary, showing 55 parcels, 1,806 acres and approximately 4,400 employees. He noted that state income tax paid by employers on those parcels and withholding taxes of their employees will be redirected from the State's General Fund and redirected to the authority to pay for the costs of treating drinking water contaminated by chemicals used in firefighting foams at the military base and for future economic development and infrastructure projects. We expect the Department of Revenue to complete their review of our application by May 12<sup>th</sup>. The summary reviewed included an additional AICUZ Parcel, 400 Horsham Road, which was originally one parcel with 410 Horsham Road when a development easement was granted the Navy. The final slide of the power point showed the 11 parcels submitted as our "Designated" parcels of less than 100 acres. The list included parcels which housed operations of Chapman Auto Group, Tinius Olsen, Toll Brothers, and Janssen Pharmaceuticals. All properties remain subject to the Department of Revenues review and approval.

Mr. Stephens asked if Ms. Eberle had a Solicitors report. Ms. Eberle confirmed that she and MIRIA staff had worked hard devising the MIRIA Municipal and Municipal Authorities Grant Program and Guidelines as a mechanism to fund water remediation efforts and economic development and infrastructure projects. Staff had met with PA Revenue and a couple times with local water providers soliciting their input to devise a program that would well work under the statute. Approval of the guidelines at today's meeting, sets the stage for distributing final approved guidelines and applications, so that eligible applicants with eligible projects could submit grant applications to MIRIA by May 15<sup>th</sup> along with the required resolutions and local efforts checks. The local effort funds provide the basis for prorated grant awards based on funding from MIRIA Zone parcels. Applicants have the right to withdrawal applications. The guidelines also provide for a Quick Response Grant, where an applicant may request up to 100% of their local effort, in a grant intended to be disburse earlier in the calendar year. During the summer and into the fall, staff would review applications and work with applicants to cure any deficiencies in grant applications. In fall, and no later than December 1, PA Revenue would certify available funding and final grant approvals would be expected to be approved at the MIRIA December board meeting. Transfer of funds to the MIRIA would occur mid-December. Those awarded grants would be required to sign-off on a grant agreement and grants would be funded in Late December or through the first quarter. Any undisbursed, unbudgeted or undesignated funds would be returned to PA Revenue by April 15<sup>th</sup>.

Mr. Stephens asked for the will of the board regarding the consideration of the appointment of the auditor for MIRIA for fiscal year 2020. Mr. Gildea-Walker confirmed that MIRIA had devised a scope of work and advertised for an RFP for its auditor for fiscal year 2020. As noted in the memo in the board package, 5 firms had responded. After review of the proposals, staff had recommended engaging Maillie LLP at a confirmed cost of \$3,500.00. Mr. Whiteside motioned to to approve and engage the CPA firm of Maillie LLP as the auditor of MIRIA for fiscal year 2020. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked for the will of the board in consideration of the approval of the MIRIA Municipal and Municipal Authority Grant Program. Mr. Gildea-Walker confirmed that staff had reviewed guidelines for other similar grant programs and had worked hard to devise the guidelines as a mechanism for funding remediation or other eligible projects. Mr. Nesbit motioned to approve the MIRIA Municipal and Municipal Authority Grant Guidelines and Application. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens inquired if there was any other business. There was none.

Mr. Stephens reminded all that the next MIRIA board meeting was to be held on Friday, May 8th, 2020 at 9:00 am. It is anticipated that that meeting may be a video conference meeting as well.

With no other business, Mr. Stephens adjourned the meeting at approximately 9:40am.

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Thomas Panzer, Secretary