

**Military Installation Remediation and
Infrastructure Authority (“MIRIA”)
Board Meeting Minutes
January 8, 2021**

In attendance:

BOARD:

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

STAFF:

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

*Mr. Whiteside and Mr. Nesbitt attended the meeting “virtually” by use of the googlemets application.

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 indicated the next agenda item was the election and appointment of authority officers, and asked if there were any motions. Mr. Nesbitt made a motion to appoint Todd Stephens as Chair, William Whiteside as Vice Chair, Thomas Panzer as Secretary and Theresa Harmon as Treasurer for fiscal year 2021. Mr. DeRosa seconded the motion. All were in favor and the motion passed unanimously.

Mr. Stephens asked for the will of the board in consideration of the appointment of staff. Mr. DeRosa made a motion for the appointment of Larry Burns as Executive Director and William Gildea-Walker as Deputy Director of MIRIA for 2021. Mr. Whiteside seconded the motion. Mr. Stephens commented that this certainly isn’t a demotion for Mr. Gildea-Walker but a recognition of the tremendous work of Mr. Burns in getting this authority off the ground and running. He confirmed it just made sense to assign those titles accordingly. All were in favor and the motion passed unanimously.

Mr. Stephens asked for the will of the board in the consideration of the appointment of the MIRIA Solicitor. Mr. Nesbitt made a motion to appoint Mary Eberle, Esq. of the firm of Grim, Biehn and

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

Mr. Stephens asked if the Executive Director had a report. Mr. Burns commented that last year was a great year filled with a lot of hard work. He thanked the board for their confidence in him and that he appreciates the honor of serving as Executive Director. He confirmed a lot of work was still ahead as December 18th we approved the final MIRIA grants. We've finalized grant agreements with a couple parties and still working though to finalize the rest. Once they are all done, we expect to be disbursing funds. The lists of checks presume grant agreements are finalized and signed. March 30th, we'll be required again to submit new parcels to try to make up that 20 acres we didn't get last year. We'll also have to look at strategies of whether we want to substitute any parcels. He noted he was tentative about substituting parcels given how tough the Department of Revenue was last year. We'll find out in May as to what new parcels are acceptable and we'll also have to get local effort and get people interested in applying for the grant program this year. Mr. Burns noted that they'll be a lot going on and he was excited for the prospects of the program this year. Mr. Stephens commented that the board was looking forward to working with Mr. Burns this year and hoped to see the same level of success as last year. Mr. Stephens invited questions, and there were none.

Mr. Stephens asked if Ms. Eberle had a Solicitors report. Ms. Eberle confirmed that staff has been working since the last meeting to get grant agreements to the providers to adjust for the concerns of their solicitors and to get them signed and back. She noted that signed agreements were on file for Warminster Municipal Authority and North Wales Water Authority. She felt we were 9/10ths of the way there in finalizing an agreement with Horsham Water and Sewer Authority. We are discussing issues as well with Ambler Borough. She noted that she expects that all agreements should be finalized in the next week or so. Mr. Stephens invited questions, and there were none.

Mr. Panzer arrived and was greeted by Mr. Stephens who confirmed we were up to Bills and Communications on the agenda. Mr. Burns interjected that in preparation of the agenda, in error the approval of the minutes was not included.

Mr. Stephens asked for the will of the board regarding the December 18, 2020 meeting minutes. Mr. DeRosa motioned to approve the minutes of the December 18th board meeting. Mr. Nesbitt seconded. All were in favor and the motion passed.

Mr. Stephens referred to the next agenda item of bills or communications, and invited Mr. Burns to comment regarding the lists of checks. Mr. Burns confirmed that he was trying to distinguish between the list of checks for normal MIRIA operations, like rent, line of credit interest, payroll costs, and benefits. Those operational expenses are on the first list of checks. The second list,

the supplemental list of checks, is 3 checks related to returning local effort. As grant agreement are signed, we'll be returning local effort back to the 3 entities that we're still in possession of local effort. The third list of checks is the PLGIT supplemental list of checks which represents a clearing out of the PLGIT account either disbursing checks with signed grant agreements for reimbursable costs to the grant applicant or grantee, and funds not earned yet are going into a separate MIRIA Grant and Project Escrow account. Over the year, grantees will supply us with information such as invoices and cancelled checks for ongoing projects with draw requests. He reminded that all checks are approved by the board, and that escrow disbursements over the year will reviewed by the board. He noted that later in the meeting, we'd be discussing the meeting schedule and that in 2021 we've scheduled a board meeting for every month because we do anticipate the need to approve checks every month. He invited questions regarding bills and communications. There were none. Ms. Harmon motioned for approval of the list of checks for MIRIA operational expenses in the amount of \$16,257.96. Mr. Panzer seconded. All were in favor and the motion passed unanimously.

Mr. Stephens asked for the will of the board regarding the approval of a MIRIA supplemental list of checks. Mr. Whiteside motioned to approve the supplemental list of checks to be paid in the amount of \$1,232,691.34, subject to and conditioned upon the execution by grant applicants and MIRIA of a MIRIA Grant Agreement. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephen asked for the will of the board regarding the approval of the PLGIT supplemental list of checks. Mr. Panzer motioned to approve the PLGIT supplemental list of checks to be paid in the amount of \$15,307,088.01, subject to and conditioned upon the execution by grant applicants and MIRIA of a MIRIA Grant Agreement, as may be required. Mr. Whiteside seconded. All were in favor and the motion passed unanimously.

Mr. Stephens noted under additional business that a meeting schedule was sent out. He noted that much of the heavy lifting was done in year one, but now we have duplicate duties of administering the grants that we've approved at the same time that we are preparing for new grants in 2021. He thought there would be plenty to do and agreed of the need to schedule a meeting every month. If workflow allows us, we'll eliminate meetings as necessary. He asked for the will of the board regarding the proposed MIRIA Board meeting schedule for 2021. Ms. Harmon motioned to approve the proposed meeting schedule for the MIRIA board meetings. Mr. DeRosa seconded. All were in favor and the motion passed unanimously.

Mr. Stephens commented that the final item on the agenda was a resolution regarding the depository of MIRIA funds which just modifies the signers with the changes we made in the Director, Executive Director and Treasurer. This is necessary to make sure that we have proper accountability in place for any check signing. Mr. Burns interjected that there was a typo in the resolution sent out with the board package. He confirmed the officer signers were the Chair and

the Treasurer, and that the resolution was corrected. Mr. Stephens asked for the will of the board regarding the resolution. Mr. Nesbitt motioned to approve Resolution #2021-1 which modifies the signers on MIRIA depository accounts as reflected in the resolution and identified as the Chair and the Treasurer but retains the requirement of two signers of all checks drawn on MIRIA depository accounts. Mr. Stephens commented that to be clear, of the two signers, one can be the Chair or the Treasurer and the other has to be either the Director or Executive Director. So there is a staff member and a board member both required on any checks. Mr. DeRosa seconded. Mr. Burns confirmed it was a roll-call vote.

Mr. DeRosa – Aye

Ms. Harmon – Aye

Mr. Nesbitt – Aye

Mr. Panzer – Aye

Mr. Whiteside – Aye

Mr. Stephens – Aye

Motion passed unanimously.

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

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

/S/

Thomas Panzer, Secretary