COUNTY OF BERKS
COMMISSIONERS’ BOARD MEETING AGENDA
January 16, 2020

Christian Y. Leinbach, Commissioner Chair
Kevin S. Barnhardt, Commissioner
Michael S. Rivera, Commissioner
Christine M. Sadler, Esq., County Solicitor
Ronald R. Seaman, Chief Administrative Officer
Maryjo Gibson, Chief Clerk

NOTICE: Anyone who wishes to comment on a printed agenda item prior to official action being taken must make that known to the Chair or the Chief Clerk in advance.

CALL TO ORDER – 10:00 A.M.

Observe a moment of silence followed by the Pledge of Allegiance to the Flag led by Christian Y. Leinbach, Commissioner Chair.

APPROVAL OF MINUTES

Approve the minutes of the January 9, 2020 Commissioners’ Meeting and January 9, 2020 Budget/Operations Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

AGENDA ITEMS

1. Authorizing:

Budget Department

15.2020 A. Adopt a resolution authorizing 2019 Budget Transfers in the amount of $2,510,066; 2019 Appropriations in the amount of $16,972 and 2020 Appropriations in the negative amount of $(17,000) per listing dated January 13, 2020.

Human Resources

16.2020 A. Adopt a resolution authorizing Human Resources Recommendations per listing dated January 16, 2020 as follows:
   1. Authorize the promotion of Barbara Dancy from PC0010136 Assistant Chief to PC10798 Deputy Chief -Juvenile Probation effective 02/05/2020. Rate of $89,089/annually. Salary range Minimum $55,682; Midpoint $74,243; Maximum $92,803. Replacement for Laurie Dykty who separated. This request meets the criteria of the Hiring Policy. Budget 10000 - 12020.
2. Authorize the utilization of a temporary agency for an Office Support – District Attorney Department, effective 1/17/2020. Rate not to exceed $21.00/hour. Utilization of the temporary agency will cease when a candidate is hired to fill the Office Support position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.

**Purchasing**

17.2020 A. Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #19-32-GR two (2) contracts for the Berks County Jail A/B Visitation Room Renovation Project as identified herein:

**Uhrig Construction, Inc.**
1700 North Fifth Street
Reading, PA 19601

*General Construction* - Total Not to Exceed: $49,859.00

**Pagoda Electrical, Inc.**
2003 Friedensburg Road
Reading, PA 19606

*Electrical Construction* - Total Not to Exceed: $75,743.00

Alternate EC-1 – Deduct in the amount of $9,600 if determined the existing intercom wiring can be used.

**Commissioners**

18.2020 A. Adopt a resolution of the Berks County Board of Commissioners authorizing the County Solicitor and Chief Administrative Officer to take all necessary and proper steps to identify a firm or firms to engage in a forensic audit of the Berks County Constable System.

19.2020 B. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Amendment to UPMCHP Ancillary Provider Agreement between UPMC Health Plan, Inc. and the County of Berks, to include the County’s participation in additional UPMCHP products for the Berks Heim Nursing and Rehabilitation.

20.2020 C. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Ancillary Provider Services Agreement, the Medicare Advantage Addendum Terms and Conditions and Community HealthChoices Addendum Terms and Conditions between AmeriHealth Caritas Health Plan and the County of Berks on behalf of the Berks Heim Nursing and Rehabilitation.


**AGENDA APPROVAL**

**REPORTS OF TREASURER AND CONTROLLER**

1. A. Dennis Adams, County Treasurer
2. Sandy Graffius, County Controller

**REPORT OF CHIEF FINANCIAL OFFICER**

Robert J. Patrizio

**REPORT OF CHIEF ADMINISTRATIVE OFFICER**

Ronald R. Seaman

**COMMISSIONERS’ COMMENTS**

Commissioner Barnhardt

Commissioner Rivera

Commissioner Leinbach
ROW OFFICERS’ COMMENTS

CITIZEN COMMENT/BUSINESS FROM THE FLOOR

ADJOURNMENT
Commissioners’ Board Meeting Minutes  
January 9, 2020 (draft for approval January 16, 2020)

The Berks County Board of Commissioners met in regular session on Thursday, January 9, 2020, at 10:00 A.M. in the Commissioners’ Boardroom, 13th floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Chair Christian Y. Leinbach called the meeting to order with Commissioner Kevin S. Barnhardt and Commissioner Michael S. Rivera in attendance. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman and Chief Clerk Maryjo Gibson.

Commissioner Leinbach opened the meeting with a moment of silence and Pledge of Allegiance to the Flag.

**Presentation**

Dan Aquilino, Auditor with the Lehigh County Controller’s Office and member the Association of Local Government Auditors (“ALGA”), presented the ALGA Certificate of Compliance Award to the Berks County Controllers’ Office for consistently meeting the “Yellow Book” Standards.

**Approval of Minutes**

The minutes of December 19, 2019 Commissioners’ Board Meeting, the December 19, 2019 Budget/Operations Meeting and the January 6, 2020 Reorganizational Meeting were approved as presented.

**Public Comment on Agenda Items**

None.

Commissioner Leinbach introduced Michael S. Rivera, the newest member of the Board of Commissioners. Commissioner Leinbach also welcomed David Hunter, the new Executive Director of the Berks County Planning Commission.

Commissioner Leinbach announced the County will be hiring an Assistant Administrator at the Berks Heim, Christie Kennedy. Commissioner Leinbach noted Terry Brennan, the current Administrator, will be retiring in April of next year and it is important to have someone in place to take over the leadership position. Commissioner Barnhardt pointed out that the Assistant Administrator’s position will be shared with Complete HealthCare Resources (“CHR”); 75% paid by the County and 25% paid by CHR.

Commissioner Leinbach also introduced Commissioner Rivera’s Executive Assistant Barbara Lopez, and Mary Kozak, the newly elected Recorder of Deeds.
Agenda Items

A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Rivera, and all voted unanimously to approve the items listed below:

1. Enactment of County Ordinance:

   01-2020 AN ORDINANCE OF THE COMMISSIONERS OF BERKS COUNTY, PENNSYLVANIA, ESTABLISHING PROCEDURES AND GUIDELINES FOR THE INSTALLATION OF SIGNAL BOOSTERS ASSOCIATED WITH THE BERKS COUNTY PUBLIC SAFETY RADIO SYSTEM.

2. Resolutions:

   03.2020 Adopt a resolution authorizing 2019 Budget Transfers in the amount of $577,399; 2019 Appropriations in the negative amount of $(135,957); and 2020 Budget Transfers in the amount of $56,479 per listing dated January 6, 2020.

   04.2020 Adopt a resolution authorizing Human Resources Recommendations per listing dated January 9, 2020 as follows:

   1. Authorize the appointment of Barbara Lopez to PC011068 Executive Assistant – Commissioners, effective 1/06/2020. Rate of $53,689/annually. Salary range Minimum $33,721; Midpoint $44,961; Maximum $56,202. Replacement for Michelle Kircher. This request meets the criteria of the Hiring Policy. Budget 10000 – 11010.

   2. Authorize the appointment of Virginia Burgos to PC010214 Bilingual/HAVA Coordinator – Election Services, effective 1/15/2020. Rate of $42,200/annually. Salary range Minimum $37,751; Midpoint $50,334; Maximum $62,918. Replacement for Cindy Reales who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11050.

   3. Authorize the transfer of Kimberly Santoro, PC010779 Data Analyst II – Clerk of Courts to PC011168 Judicial Coordinator – Court Administration, effective 1/08/2020. Rate of $35,570/annually. Salary range Minimum $31,912; Midpoint $42,550; Maximum $53,187. Replacement for Ariane Cooney who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
4. Authorize salary adjustment for Jessica Blauer PC011067 Executive Assistant – Commissioners, effective 1/1/2020. Rate of $53,689/annually. Salary range Minimum $33,721; Midpoint $44,961; Maximum $56,202. This salary includes Ms. Blauer’s 2020 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11010.

5. Authorize salary adjustment for Kay Leisey PC011066 Executive Assistant – Commissioners, effective 1/1/2020. Rate of $53,689/annually. Salary range Minimum $33,721; Midpoint $44,961; Maximum $56,202. This salary includes Ms. Leisey’s 2020 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11010.

6. Authorize salary adjustment for Abbey Rinehart PC011173 Judicial Coordinator – Court Administration, effective 1/1/2020. Rate of $35,808/annually. Salary range Minimum $31,912; Midpoint $42,550; Maximum $53,187. This salary includes Ms. Rinehart’s 2020 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.

7. Authorize promotions effective 1/1/2020 for Assistant District Attorney and Assistant Public Defenders departments per the attached promotion memorandum. The new salary listed includes the 2020 annual increase.

8. Authorize salary adjustments effective 1/1/2020 per the attached salary adjustment memorandum. The new salary listed includes the 2020 annual increase.

9. Authorize the utilization of a temporary agency for a Financial Analyst – Budget and Finance Department, effective 1/10/2020. Rate not to exceed $44.00/hour. Utilization of the temporary agency will cease when a candidate is hired to fill the Financial Analyst position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.

05.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Stop Loss Insurance Proposal Plan with Nationwide Stop Loss (RMTS), and any and all documents required to complete the application process, concerning the Berks County Employee healthcare insurance program.
06.2020 Adopt a resolution approving the financing by the Berks County Municipal Authority of a project for the benefit of Tower Health, which project consists generally of refunding of certain outstanding indebtedness and the financing of certain capital improvements on the Campus of Reading Hospital. Peter Edelman, Esquires, Bond Counsel to Tower Health, reported the issuance of this tax exempt Bond is to restructure certain debt of the hospital and to undertake certain capital improvement projects on Reading Hospital’s campus. Mr. Edelman noted the Authority did conduct the required public meeting, to which no members of the public attended, and this action does not obligation the County financially.

07.2020 Adopt a resolution of the Berks County Board of Commissioners recognizing the Arbitration Awards concerning the Berks County Deputy Sheriffs’ Association, and authorizing execution of the Awards documents.

08.2020 Adopt a resolution ratifying, confirming and approving Robert Patrizio, Chief Financial Officer, to bind insurance coverage for Berks County Children and Youth Services effective January 8, 2020; and further ratifies, confirms and approves Mr. Patrizio’s execution of the General Liability and Umbrella policy applications.

09.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Property Damage Release regarding damage to a County vehicle resulting from an automobile accident.

10.2020 Adopt a resolution approving rules and regulations for public meetings pursuant to the Sunshine Act.

11.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the attestation page of the Facility Recredentialing Questionnaire from AETNA for the Berks Heim Nursing and Rehabilitation.

12.2020 Adopt a resolution ratifying, confirming and approving execution by Christian Y. Leinbach, Chair, of the Local Plan CEO letter and the WIOA Plan Review and Modification form for the Berks County Workforce Development Board’s review of Berks County Program Year 2017-2019, Workforce Innovation and Opportunity Act (WIOA) Multi-Year Local Area Plan.
13.2020 Adopt a resolution authorizing the Berks County Board of Commissioners execution of a letter of support for Berks Connections/Pretrial Services for a grant application for PAsmart funding from the Pennsylvania Department of Labor and Industry. The grant funding is to enhance enrollment to those programs and/or increase the number of individuals entering registered apprenticeships for the Rebuilding Reentrants and Reading (R3) program.

14.2020 Adopt a resolution authorizing execution of the First Amendment to Management Services Agreement between the County of Berks and Complete HealthCare Resources – Eastern, Inc., to provide for the appointment of an Assistant Administrator at the Berks Heim, subject to final review and approval by the Solicitor’s Office.

2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated January 7, 2020. Commissioner Leinbach noted there are 16 contracts and referenced the departments.


Reports

1. County Treasurer A. Dennis Adams, CPA submitted a prepared weekly Treasurer’s report.

2. County Controller Sandy Graffiti submitted reports for the weeks of December 24, December 31 and this week.

REPORT OF CHIEF FINANCIAL OFFICER

Robert Patrizio reported the Budget/Ops Meeting will begin at 2:00 p.m. and the Board will review the Comprehensive Plan and Jail next steps.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

No report.

COMMISSIONERS’ COMMENTS

Commissioner Barnhardt
Commissioner Barnhardt thanked the Bern Township Board of Supervisors and the Township Manager regarding the move of the Epler School to the Berks County Heritage
Center, and for waiving the land development plan and hopefully the Stormwater Management Plan.
Commissioner Barnhardt mentioned there will be a Mt. Penn Preserve Meeting today to discuss Music on the Mountain involving partnering with various musical groups around the County.
Commissioner Barnhardt reported another goal of Mt. Penn Preserve is coordinating efforts to sign some of the trails on the Mountain and work on eliminating some of the trails that should not be used any longer.

Commissioner Rivera
Commissioner Rivera congratulated the Controllers' Staff on their Award and for their hard work.
Commissioner Rivera welcomed David Hunter and Mark Kozak.
Commissioner Rivera remarked in hiring an Executive Assistant, in addition to being someone he knew and trusted, it was also important that person was bilingual to help him reach out to the Latino community.
Commissioner Rivera will also be meeting with Department Heads and visiting County facilities to have a better knowledge of some of the challenges facing the County.
Commissioner Rivera will also be reaching out to federal and state legislators.

Commissioner Leinbach
Commissioner Leinbach reported he, his Executive Assistant Mary Buerer, Commissioner Rivera and Tami Hildebrand attended the Pennsylvania Farm Show yesterday. Commissioner Leinbach also took 3 local students; a Senior from Oley Valley High School, a Senior from Tulpehocken High School and a Junior from Schuylkill Valley High School.

ELECTED OFFICIALS' COMMENTS

Mary Kozak, the newly elected Recorder of Deeds, thanked everyone, noting the first four days have been overwhelming in a good way and she is privileged to serve.

County Controller Sandy Graffius reported the City has re instituted its Audit Committee and has asked Ms. Graffius to serve on the Committee.

Treasurer Dennis Adams thanked the Auditors for doing a good job.

COMMENTS FROM THE FLOOR

There being no further business, the meeting adjourned at 10:49 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk
Budget/Operations Meeting Minutes  
January 9, 2020 (draft for approval January 16, 2020)

The Berks County Board of Commissioners met in regular session on Thursday, January 9, 2020, at 2:00 P.M. in the Commissioners’ Boardroom, 13th floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Chair Christian Y. Leinbach called the meeting to order with Commissioner Kevin S. Barnhardt and Commissioner Michael S. Rivera in attendance. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman, Chief Financial Officer Robert Patrizio, Chief Clerk Maryjo Gibson and .

The following items were discussed:

1. Comprehensive Plan discussion with David Hunter, Executive Director, Planning Commission, Cheryl Auchenbach, Planner III, and J. Chadwick Schnee, First Assistant County Solicitor and Matt McGough, Planner III. 

   This discussion centered on two issues regarding the Berks County Comprehensive Plan 2030 scheduled for adoption January 23, 2020. Mr. Schnee addressed the first issue concerning 3 parcels in Centre Township and provided a brief recap. Mr. Schnee reported in October the Planning Commission Board voted to accept the final M1 plan, noting Planning staff is also in agreement. Because of the difficulties with this issue, Commissioner Leinbach encouraged in the future, the Planning Commission should not proceed with zoning changes until all parties are notified and have an opportunity to comment. The Commissioners agreed to accept the M1 Plan in the Comprehensive Plan, contingent on Planning Staff notifying the three parties before the January 23, 2020 Meeting.

   The second issue dealt with solid waste disposal and the overabundance of landfill capacity in Berks County, and a request brought forth by the prior Board for language addressing these concerns.

   Mr. Schnee submitted language for the Boards’ consideration he would recommend inserting in the Plan to address these concerns. After discussion, the Commissioners agreed to insert Mr. Schnee’s language in the Plan.

2. A discussion was held on the letter of response from PEMA to Berks and Schuylkill December 12, 2019 letter concerning PEMA’s refusal to acknowledge the continued existence of the East Central PA Task Force. The Board agreed to challenge PEMA’s response and recommended an internal meeting with key Berks and Schuylkill County personnel to develop a solid plan.

3. Chief Administrative Officer Ronald R. Seaman notified the Board there are some issues with the Enterprise Fleet Management System. Mr. Seaman reported Enterprise has submitted a proposal for a better improved system and asked if the Board is okay with moving ahead. The Board agreed pending receipt of a defined cost and legal review.
4. Commissioner Barnhardt reported PA Downtown Center is holding its Annual Conference in Reading in June and is soliciting sponsorship requests. Commissioner Barnhardt asked the Board’s support for a County sponsorship of $2,500 contingent on the City also agreeing to a $2,500 sponsorship. The Commissioners agreed only if the City agrees to same sponsorship.

5. Commissioner Barnhardt reported he is aware of an RFP the Conservation District put out for construction of a new building and encouraged the County to be proactive with our tenants. Mr. Seaman advised the Board that he received communication in November from the Federal government requesting contact information. Mr. Seaman provided the contact information and in December inquired into an update on their proposal. On December 31, Mr. Seaman received a response from the Federal government advising a draft is complete and is currently going through review. Mr. Seaman anticipates another update within the next three weeks. Commissioner Leinbach asked Mr. Seaman to share that information with our tenants at the Agricultural Center.

6. Jail Discussion – Next Steps
Solictor Sadler advised she received a proposal from CGL for the next steps, and is concerned with the price tag, and advised it warrants further discussion. Ms. Sadler noted there is a tentative meeting scheduled with CGL on January 23, 2020 to clarify the soft costs. Because there were numerous questions raised, Commissioner Barnhardt suggested a list of questions be compiled and send those questions to CGL in enough time for them to have answers by January 23. Ms. Sadler asked the questions to be emailed to her by the end of the day Monday, January 13. Also suggested was the formation of a Jail Construction Task Force Committee.

There being no further business, the meeting adjourned at 4:15 P.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk
January 13, 2020  
To: Mary Jo Gibson  
From: Robert Panzio - Director of Budget & Finance  

Please include the attached “Budget Transfer/Appropriation Requests” on the Commissioner’s Meeting Agenda  
for the week of January 16, 2020.

**TRANSFERS 2019**

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**2019 Appropriations Total**

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**2020 Appropriations Total**

1. Transferring funds between clearing accounts to where activity is projected through year end based on YTD Title IV-E accruals.
2. Transferring Funds for allocation of year end Administration of Community Care Behavioral Health Organization expense.
3. Appropriating additional revenue received for Act 137 Projects and administration costs managed by Berks Reinvestment Authority.
4. Negatively appropriating funds budgeted for PASAVIN software maintenance fees which is being funded and paid directly by PCCD to PASAVIN in 2020.
5. Appropriating HSG funds from MH to HAP for Housing Training Scholarships FY 19/20 allocation.
1. Authorize the promotion of Barbara Dancy from PC0010136 Assistant Chief to PC10798 Deputy Chief – Juvenile Probation, effective 02/05/2020. Rate of $89,089/annually. Salary range Minimum $55,682; Midpoint $74,243; Maximum $92,803. Replacement for Laurie Dykty who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12020.

2. Authorize the utilization of a temporary agency for an Office Support – District Attorney Department, effective 1/17/2020. Rate not to exceed $21.00/hour. Utilization of the temporary agency will cease when a candidate is hired to fill the Office Support position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
COUNTY OF BERKS
Purchasing Department

MEMORANDUM

DATE: Monday, January 13, 2020

TO: The Board of Commissioners & the Chief Clerk

RE: Agenda Items – Commissioners’ Meeting

Please include the contract listings outlined in this Memorandum for inclusion on the Agenda for the Commissioners’ meeting scheduled for Thursday, January 16, 2020 for approval and formalization. Details are as follows:

1. **Contract Type & #:** Memorandum of Understanding – Agreement #MOU-225437-20
   
   **Department:** Children and Youth Services
   
   **Vendor:** LEA Antietam School District
   
   **Term:** Effective Date: January 1, 2020
   
   Expiration Date: December 31, 2022

   **Funding Source:** 13% County, 51% State, 32% Federal, 4% Other

   **Description & Amount:** This Agreement serves to establish transportation procedures between Children and Youth Services and LEA to ensure the provision of transportation for foster care youth enrolled in LEA (grades 9 - 12) when a best interest determination indicates that the student should remain in the school of origin, and alternative means of transportation to and from school have been fully explored and deemed unavailable. The estimated amount shall not exceed $1,800.00 during this term.

2. **Contract Type & #:** Memorandum of Understanding – Agreement #MOU-225447-20
   
   **Department:** Children and Youth Services
   
   **Contractor:** LEA Muhlenberg School District
   
   **Term:** Effective Date: January 1, 2020
   
   Expiration Date: December 31, 2022

   **Funding Source:** 13% County, 51% State, 32% Federal, 4% Other

   **Description & Amount:** This Agreement serves to establish transportation procedures between Children and Youth Services and LEA to ensure the provision of transportation for foster care youth enrolled in LEA (grades 9 - 12) when a best interest determination indicates that the student should remain in the school of origin, and alternative means of transportation to and from school have been fully explored and deemed unavailable. The estimated amount shall not exceed $1,800.00 during this term.
3. Contract Type & #: Independent Contractor Agreement – Agreement #ICA-225560-20
   Department: Controller’s Office
   Vendor: Herbein and Company, Inc.
   Term: Effective Date: January 1, 2020
          Expiration Date: December 31, 2020
   Funding Source: 100% County
   Description & Amount: The County is engaging the Vendor for the provision of guidance and support of the Berks County Controller’s Office for the 2019 Financial Statement at the rate of $150.00 per hour for Supervisor/Manager and $100.00 per hour for Senior Staff. The amount shall not exceed $30,000.00 during this term.

4. Contract Type & #: Revised Vendor Contract – Agreement #VC-224458-19
   Department: Law Library
   Vendor: LexisNexis, a division of RELX, Inc.
   Term: Effective Date: January 1, 2020
          Expiration Date: December 31, 2022
   Funding Source: 100% County
   Description & Amount: The County is revising the Agreement with the Vendor for the provision of Lexis Advance Mirror Patron Access, PA Enhanced with Full Federal, and Benders forms of discovery subscriptions for use in the Law Library to reflect revised engagement dates to commence on January 1, 2020 and expire on December 31, 2022. The total amount shall not exceed $19,332.00 during this term.

5. Contract Type & #: Vendor Contract – Agreement #VC-226112-20
   Department: Mental Health and Developmental Disabilities
   Vendor: Reading Fightin Phils Baseball Club
   Term: Effective Date: January 1, 2020
          Expiration Date: June 30, 2020
   Funding Source: 3% County, 93% State, 4% Federal
   Description & Amount: The County is engaging the Vendor to host the 2020 Suicide Awareness Night on Wednesday, June 3, 2020. Sponsorship shall include giveaway items with County-chosen logo, 3,000 general admission tickets with organization name, 50 tickets for Picnic Area and all-you-can-eat buffet. The amount shall not exceed $10,650.00 for this event.
6. **Contract Type & #:** Amendment #1 to Agreement #VC-223419-19  
**Department:** Mental Health and Developmental Disabilities  
**Vendor:** Reading Royals  
**Term:** Effective Date: January 1, 2020  
Expiration Date: March 31, 2020  
**Funding Source:** 100% Federal  
**Description & Amount:** This Amendment serves to increase the number of VIP Area tickets for the Mental Health Night event on March 13, 2020 from 50 to 75. The amount shall not exceed $14,625.00 for this event.