

**COUNTY OF BERKS  
COMMISSIONERS' BOARD MEETING AGENDA  
April 19, 2018**

*Christian Y. Leinbach, Commissioner, Chair*  
*Kevin S. Barnhardt, Commissioner*  
*Mark C. Scott, Esq., 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.

***PRESENTATIONS***

1. Becky Richards, Berks County Parks and Recreation Program Supervisor, and Dori Borenstein, Chair of Healthy Kids Day, a YMCA Initiative, will present information on “Go Fly A Kite Day” and YMCA Healthy Kids Day, to be held Saturday, April 28, 2018.
2. Recognition of Brian A. Gottschall, Director of Berks County Emergency Services, for maintaining his Certified Emergency Manager (CEM) designation, the highest honor of professional achievement available from the International Association of Emergency Managers.

***APPROVAL OF MINUTES***

Approve the minutes of the March 29, 2018 Commissioners' Meeting.

***PUBLIC COMMENT ON AGENDA ITEMS***

***AGENDA ITEMS***

1. Enactment of County Ordinance:

03-2018 AN ORDINANCE OF THE COUNTY OF BERKS, PENNSYLVANIA, AUTHORIZING THE COUNTY OF BERKS TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH OTHER BERKS COUNTY MUNICIPALITIES, TO PARTICIPATE IN THE BERKS COUNTY MS4 STEERING COMMITTEE FOR THE PURPOSE OF COLLABORATIVELY MEETING THE EDUCATIONAL REQUIREMENTS OF THE 2018-2023 MS4 NPDES PERMIT.

2. Authorizing:

**Budget Department**

99.18 A. Adopt a resolution authorizing 2017 Budget Transfers in the amount of \$1,514,565; 2017 Appropriations in the amount of \$205,109; 2018 Budget Transfers in the amount of \$336,798 and 2018 Appropriations in the amount of \$67,224 per listing dated April 16, 2018.

**Human Resources**

- 100.18 A. Adopt a resolution authorizing Human Resources Recommendations per listing dated April 19, 2018 as follows:
1. Authorize salary adjustment for Shanewha Waddy, PC011174 Judicial Coordinator – Court Administration, effective 1/1/2018. Rate of \$33,527/annually. Salary range Minimum \$31,912; Midpoint \$42,550; Maximum \$53,187. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
  2. Authorize salary adjustment for Holly Feeney, PC010189 Assistant Public Defender IV – Public Defender's Office, effective 3/21/2018. Rate of \$69,301/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
  3. Authorize salary adjustment for Sean Fitzgerald, PC012763 Assistant Public Defender IV – Public Defender's Office, effective 3/21/2018. Rate of \$68,829/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.

4. Authorize salary adjustment for Christie Billman, PC012764 Assistant Public Defender IV – Public Defender's Office, effective 3/21/2018. Rate of \$64,675/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
  5. Authorize the promotion of Cathy Wegener from PC013166 Program Manager to PC011005 Director of Parks – Parks Department, effective 4/18/2018. Rate of \$75,010/annually. Salary range Minimum \$54,547; Midpoint \$72,730; Maximum \$90,912. This request meets the criteria of the Hiring Policy. Budget 10000 – 16070.
  6. Authorize the transfer of Jill Koharcheck, PC011739 Office Support III – Register of Wills to PC013257 Paralegal – Solicitor's Office, effective 5/16/2018. Rate of \$41,500/annually. Salary range Minimum \$34,445; Midpoint \$45,927; Maximum \$57,409. Replacement for Jessica Albright who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.
- 101.18 B. Adopt a resolution approving revised Drug and Alcohol Policy, Section 11.1, effective May 1, 2018.

### Facilities

- 102.18 A. Adopt a resolution authorizing Ryan Hunter, Director of Facilities & Operations, to electronically provide the Pennsylvania Department of Transportation with the County's concurrence in awarding the contract for construction on the Fisher Mill Road a/k/a Manatawny Bridge Replacement Project (County Bridge #58B) to Kinsley Construction, Inc., P.O. Box 2886, York, Pennsylvania, 17405 in the amount of \$2,508,980.00.
- 103.18 B. Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Engineering Agreement L00298, as drafted by the Pennsylvania Dept. of Transportation, with McTish Kunkel & Associates, 3500 Winchester Road, Suite 300, Allentown, Pennsylvania, 18104, required to provide full-time on-site construction inspection services during the rehabilitation of the Dreibelbis Station Covered Wooden Bridge (County Bridge #46B) spanning the Maiden Creek in Greenwich and Windsor Townships for a total cost not to exceed \$248,002.85.

- 104.18 C. Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Supplemental Engineering Agreement L00276-1, as drafted by the Pennsylvania Dept. of Transportation, with Traffic Planning and Design, Inc., 2500 E High Street, Suite #650, Pottstown, Pennsylvania, 19464, and pertaining to full-time on-site construction inspection services during the replacement of the Fisher Mill Road a/k/a Manatawny Bridge (County Bridge 58B) spanning the Manatawny Creek in Oley Township. This Supplement is required to transfer funds from Part 1 to a new Part 2 to correct a profit issue on the original Agreement, resulting in an increase of \$10,541.26 to bring the total cost of services to \$232,274.71, to be funded utilizing Federal, State and County transportation dollars assigned to the project.
- 105.18 D. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Utility Agreement 05U322 between the County of Berks and the Windstream Corporation d/b/a Windstream, 4001 North Rodney Parham Road, Little Rock, Arizona, 72212-2442, required to incorporate the adjustment and relocation of the Utility's facilities, including those outside of the public right of way, as part of the Fisher Mill Road a/k/a Manatawny Bridge Replacement Project in Oley Township as well as reimbursement to the Utility by the County for construction and installation costs related to the same. The estimated cost of this reimbursement is \$13,203.55.
- 106.18 E. Adopt a resolution authorizing execution of Engineering Services Agreement #EA-203434-18 between the County of Berks and VTX®, a division of Gannett Fleming, Inc., Harrisburg, Pennsylvania, to provide design and construction support services for the comprehensive modernization of one (1) existing passenger elevator at the Berks County Community Re-Entry Center, Bern Township, at the not to exceed amount of \$22,719.00.

**Mental Health/Developmental Disabilities**

- 107.18 A. Adopt a resolution authorizing Edward B. Michalik, MH/DD Administrator to accept the capitation rates offered by the Pennsylvania Department of Human Services for the HealthChoices Program for the Fiscal Year July 2018-June 2019, as outlined in Appendices 3 attached hereto.

**Berks Heim**

- 108.18 A. Adopt a resolution authorizing an increase in Berks Heim private pay per diem room rates as set forth below:
- Private Room - \$390.00/day
  - Semi-Private Room - \$360.00/day
  - Rehab Unit Private Room - \$400.00/day
  - Rehab Semi-Private Room - \$380.00/day
- All rates are effective July 1, 2018 and represent a \$10.00 rate increase.

**Solicitor**

- 109.18 A. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Commercial Net Lease for Part of Building between the Borough of Fleetwood and the County of Berks for leasing of office space situate at the Fleetwood Community Center, 110 West Arch Street, Fleetwood, Pennsylvania for use by Magisterial District Justice 23-3-04 (Gail Greth) for a ten (10) year term ending March 31, 2028.

**Controller**

- 110.18 A. Adopt a resolution authorizing execution of the Reports of Act 89 Tax Fund for fiscal years ending December 31, 2014, 2015 and 2016 in the amounts of \$91,657.76, \$296,705.54 and \$523,368.05, respectively, for submission to the Pennsylvania Department of Transportation, Center for Program Development and Management.

**Commissioners**

- 111.18 A. Adopt a resolution ratifying, confirming and approving Deborah Olivieri, Director of Berks County Election Services, execution of a letter of release to O'Brien's Moving and Storage, Inc. ("O'Brien's"), Allentown, Pennsylvania, upon payment of \$890.00 as a result of damage while transporting voting machines during the November 2017 Election.
3. Motion authorizing execution, and ratification, confirmation and approval of Contract Agreements/Amendments as furnished by the Contract Coordinator as set forth on attached listing dated April 17, 2018.
  4. Motion to ratify and confirm payments set forth on Controller's Office vouchers listing dated April 17, 2018 for week ending April 18, 2018, and the payment of electronic transfers and employee payroll.

**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 Scott

Commissioner Leinbach

**CITIZEN COMMENT/BUSINESS FROM THE FLOOR**

**ADJOURNMENT**