

## **Commissioners' Board Meeting Minutes March 14, 2019**

The Berks County Board of Commissioners met in regular session on Thursday, March 14, 2019, 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 Mark C. Scott 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.

Commissioner Leinbach announced there was an Executive Session held yesterday, March 13, 2019 dealing with contract negotiations and real estate.

### **Approval of Minutes**

The minutes of March 14, 2019 Commissioners' Board Meeting were approved as presented.

### **Public Comment on Agenda Items**

None.

### **Agenda Items**

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

1. Enactment of County Ordinance:

No. 01-2019 AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF BERKS, PENNSYLVANIA, AUTHORIZING AND DIRECTING INCURRING OF NONELECTORAL DEBT THROUGH THE ISSUANCE OF ONE OR MORE SERIES OF GENERAL OBLIGATION BONDS OF THE COUNTY IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED EIGHTY MILLION DOLLARS (\$80,000,000) PURSUANT TO THE ACT OF THE GENERAL ASSEMBLY OF THE COMMONWEALTH OF PENNSYLVANIA, KNOWN AS THE LOCAL GOVERNMENT UNIT DEBT ACT, 53 PA.C.S., CHAPTERS 80-82, AS AMENDED (THE "ACT").

Michael Vind, Managing Director, Financial Solutions LLC, the County's Financial Advisor, reported this bond is to refinance three outstanding Bond Issues, Series 2009, 2010 and 2012. Mr. Vind noted the County will realize a net savings of approximately \$4.9 million by refinancing the bonds, and the refinancing does not extend the term of the bonds.

2. Resolutions:

89.19 Adopt a resolution authorizing 2018 Budget Transfers in the amount of \$453,536; 2018 Appropriations in the net amount of \$0.00; 2019 Budget Transfers in the amount of \$31,050 and 2019 Appropriations in the amount of \$2,730 per listing dated March 11, 2019.

90.19 Adopt a resolution authorizing Human Resources

Recommendations per listing dated March 14, 2019 as follows:

1. Authorize a promotion for Kristen Ketch from PC011922 Office Support IV to PC011069 Executive Assistant – Court Administration, effective 3/13/2019. Rate of \$45,000/annually. Salary range Minimum \$34,378; Midpoint \$45,837; Maximum \$57,296. Replacement for Carmen Torres who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
2. Authorize a transfer for Candace Romig from PC011889 Office Support IV – District Judges to PC011135 Internal Auditor – Controller's Office, effective 3/20/2019. Rate of \$45,000/annually. Salary range Minimum \$41,887; Midpoint \$55,849; Maximum \$69,811. Replacement for Mindy Zweizig who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.

91.19 Adopt a resolution authorizing award and Director of Contracts and Procurement to execute two contracts as a result of Request for Proposal #18-24-CN for Adult Day Care Services for the Berks County Area Agency on Aging as follows:

**Ageless Harmony  
224 Wexham Drive  
Reading, PA 19607**

7/1/19 - 6/30/22	Adult Day Care Service	\$62.00 per diem
7/1/19 - 6/30/22	Meal, snacks	\$ 3.81 per diem

**Phoebe Health Care Center, Inc.  
1 Heidelberg Drive  
Wernersville, PA 19565**

7/1/19 - 6/30/22	Adult Day Care Service	\$60.00 per diem
7/1/19 - 6/30/22	Meals	\$ 7.00 per diem

The County has the option to extend these contracts for two (2) additional one (1) year terms. The aggregate estimated expenditure for adult day care services for 7/1/19 through 6/30/20 is \$38,000.00.

- 92.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Change Order No. 25 dated February 12, 2019, to Contract No. 10-23185/CR with Motorola Solutions, Inc., in a negative amount \$-24,574.32 that satisfies annualized service costs for project components not yet completed, and adds the video security system at the Mt. Penn Tower Site under maintenance.
  - 93.19 Adopt a resolution authorizing the Director of Elections to execute any and all documents required for use of a facility for polling place locations.
  - 94.19 Adopt a resolution authorizing execution of Addendum No. 1 to Agreement No. EA-178463-16 between the County of Berks and McCormick Taylor, Inc., Philadelphia, Pennsylvania, to provide construction inspection services for the rehabilitation project of Zettlemyer's Bridge (46G), Long Road over Maiden Creek in Greenwich Township, Berks County, Pennsylvania, at a not to exceed amount of \$113,510.00.
  - 95.19 Adopt a resolution accepting the proposal and authorizing Christian Y. Leinbach, Chair, to execute the Consulting Agreement between the County of Berks and WSK & Associates, Wyomissing, Pennsylvania, to assist the County with scoring of bids submitted in response to the bids specifications for the CCTV and Access Control systems at the Courthouse, Services Center, Coroner's Office and Archives Office at a not to exceed amount of \$10,000.00.
3. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated March 12, 2019. Commissioner Leinbach reported there are 4 contracts and referenced the departments.
  4. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated March 12, 2019 for week ending March 13, 2019 and the payment of electronic transfers and employee payroll.

### **Reports**

1. County Treasurer A. Dennis Adams, CPA, was absent. Commissioner Leinbach presented the prepared weekly Treasurer's report.

2. The Controller's weekly report was presented by County Controller Sandy Graffius.

#### **REPORT OF CHIEF FINANCIAL OFFICER**

Robert Patrizio reported the Budget Meeting will begin at 2:00 p.m. and there will be a discussion of the RACP Grant and Policy; a discussion with Brian Gottschall on Task Force Realignment and the City/County NextGen 911; and a discussion on the decentralize Steam Plant at the North Campus.

#### **REPORT OF CHIEF ADMINISTRATIVE OFFICER**

No Report

#### **COMMISSIONERS' COMMENTS**

##### Commissioner Barnhardt

Commissioner Barnhardt remarked that the rehabilitation of Zettlemoyer's Bridge, (Item 94.19) is the continuing effort by the County to transfer bridge ownership to local municipalities. Zettlemoyer's Bridge will be transferred to Greenwich Township once the rehabilitation project is complete.

Commissioner Barnhardt revealed the new prescription drug disposal bags currently being distributed by COCA and SOS Berks free of charge to the community, to help prevent drug misuse and protect the environment.

Commissioner Barnhardt reported Census 2020 will have a major kickoff event April 1, 2019 at Albright College.

Commissioner Barnhardt announced he will be attending *Put the Stigma On Ice Event* Friday night, March 15 at the Reading Royals Ice Hockey Game at the Santander Center, stating the event is open to public.

##### Commissioner Scott

Commissioner Scott commented on the Nationwide Insurance Program offered exclusively through CCAP in partnership with NACo for a deferred compensation program for county employees. Commissioner Scott commented that because it is exclusive to only Nationwide, he is concerned the program is unnecessarily higher priced and doesn't serve the best interest of county employees. Commissioner Scott disclosed he sits on the CCAP Deferred Compensation Committee, a read a letter he wrote a few months ago to the Committee about his concerns. Commissioner Scott is hopeful CCAP leadership will pay close attention and reform the current program and bring down the cost for employees.

##### Commissioner Leinbach

Commissioner Leinbach reported he will also be attending *Put the Stigma On Ice Event*. Commissioner Leinbach mentioned he will be attending the Annual Farm-Family Dinner in Hamburg, noting next Tuesday is National Ag Day where there will be activities at the Berks Agricultural Center.

Commissioner Leinbach announced the Berks County Parks and Recreation Department received the 2019 Pennsylvania Association of Environmental Educators' **Outstanding Environmental Education Program Award** for its' *Seeds to Sprouts Organic*

*Children's Garden*, and the Award will be presented to Jennifer Brooks, Environmental Educator, who created and ran the Program, March 19, 2019 at the Pennsylvania Association of Environmental Educators Conference in Philadelphia.

**ELECTED OFFICIALS' COMMENTS**

Sandy Graffius reported she and Commissioner Barnhardt attended the fundraiser for the Reading Public Library this past Friday night, it was a great event.

**COMMENTS FROM THE FLOOR**

Patrick Murray, Shillington, thanked the Commissioners for attending and supporting the Black Balloon Day event held last week. Mr. Murray reported they raised \$5,000 that was donated to the SOS website. Commissioner Barnhardt thanked Mr. Murray for donation

Elizabeth Schmoyer, Heidelberg Township, read a prepared letter urging the Commissioners not to sell the Berks Heim.

Crystal Kowalski, Wyomissing, asked if any tours have been scheduled or occurred and who is scheduled, and commented on Ford Turner's news article regarding the constable pay issue.

Solicitor Sadler responded all tours with the five companies have been scheduled and will occur in the near future.

There being no further business, the meeting adjourned at 10:38 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk