

Commissioners' Board Meeting Minutes March 17, 2016

The Berks County Board of Commissioners met in regular session on Thursday, March 17, 2016, at 10:00 A.M. in the Boardroom on the 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 Operating Officer Carl E. Geffken and Chief Clerk Maryjo Gibson.

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

Presentation

Barry Rohrbach, President of Crime Alert Berks County ("Crime Alert"), announced this is the 18th year for Crime Alert. Mr. Rohrbach reported there have been 31 arrests since last year, \$31,400 has been paid out for tips which led to arrests, and Crime Alert has been #1 in the State for the last 11 years. Mr. Rohrbach reported Mission Barbeque, who does great work for veterans and the police, is holding a fund raiser for the third year, and has so far collected \$3,500. Mr. Rohrbach reported Crime Alert will again be sponsoring Ribbons of Respect.

Eric White, Vice President of Marketing for Crime Alert, and who works for Redner's as Director of Public Relations and Marketing, announced in addition to the traditional way of reporting a crime, Crime Alert has now launched a mobile application, texting capabilities that will not show the person's identity, Facebook and their updated website, which will enhance the tip accumulation process.

District Attorney John Adams presented a check to Crime Alert in the amount of \$15,000 from his Drug Forfeiture Account, stating it goes to a good cause to help stop criminal activities in our community.

Approval of Minutes

The minutes of March 10, 2016 Commissioners' Board Meeting were approved as presented.

Commissioner Leinbach announced there was an Executive Session held yesterday, March 16, 2016 to discuss litigation, personnel and real estate.

Agenda Items

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

- 71.16 Adopt a resolution authorizing 2015 Budget Transfers in the amount of \$345,987.00; 2016 Budget Transfers in the amount of \$22,842.00 and 2016 Appropriations in the amount of \$4,621.00 per listing dated March 14, 2016.
- 72.16 Adopt a resolution authorizing Human Resources Recommendations per listing dated March 17, 2016 as follows:
1. Authorize the promotion of Richard Dumancas from PC012593 Veterans Services Supervisor to Deputy Director – Veterans Affairs, effective 3/23/2016. Rate of \$50,000/annually. Salary range Minimum \$40,749; Midpoint \$54,333; Maximum \$67,916. This request meets the criteria of the Hiring Policy. Budget 10000 – 16030.
 2. Authorize salary increase for Kristen Ketch PC010061 Administrative Floater – Court Administration, effective 3/23/2016. Rate of \$33,307/annually. Salary range Minimum \$33,307; Midpoint \$44,410; Maximum \$55,513. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
 3. Authorize salary increase for Beverly LeVan PC011950 Paralegal – Solicitor's Office, effective 3/23/2016. Rate of \$47,000/annually. Salary range Minimum \$34,445; Midpoint \$45,927; Maximum \$57,409. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.
 4. Authorize salary increase for Melanie Sommons PC012987 Administrative/Human Resources Assistant – Department of Emergency Services, effective 3/23/2016. Rate of \$37,000/annually. Salary range Minimum \$34,548; Midpoint \$46,064; Maximum \$57,580. This request meets the criteria of the Hiring Policy. Budget 51100 – 36010.
 5. Authorize the utilization of a temporary agency for Clerical Support – Adult Probation, effective 3/18/2016. Rate not to exceed \$17.00/hour. Temporary position will provide coverage during an employee's extended leave of absence and will be eliminated upon employee's return from leave or separation from County employment. This request meets the criteria of the Hiring Policy. Budget 10000 – 12010.

- 73.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the License to Use Common Area Space for the Community Awareness Expo to be held at the Berkshire Mall April 16, 2016 from 12:00 p.m. to 3:00 p.m. for the District Attorney's Victim/Witness Unit display.
- 74.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the County of Berks Joint Consolidated FFY 2016 Action Plan and Application for Federal Assistance SF-424. Ken Pick, Executive Director of the Redevelopment Authority of Berks County ("Authority"), commented the Authority held a public meeting Monday night and no one from the public attended. In an unrelated matter, Ken Pick reported the Authority project at 105 N. 10th Street, Reading for affordable renovated rental units for homeless veterans funded by the County's Federal HOME Program is now complete.
- 75.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the revised tentative Fiscal Year (FY) 2014-2015 Medical Assistance Transportation Program (MATP) allocation in the amount of \$1,902,491.00.
- 76.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Senior Judge Chambers & Support Staff Application for Senior Judge Reimbursable Costs from the Administrative Office of Pennsylvania Courts (AOPC) for partial reimbursement for Senior Judges, their staff and a Facility usage fee in the total amount of \$124,600.00.
- 77.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Holding Tank Agreement between the County of Berks and Lower Alsace Township which allows the County to use a holding tank for sewage disposal at the Bingaman Nature Center, Hill Road, Lower Alsace Township, Berks County, until such time that connection to public sewer becomes available.
- 78.16 Adopt resolution authorizing the appointment of Jack Gombach, Reading, Pennsylvania, to the Reading Area Community College Board of Trustees, to fill the unexpired term of Michael Malinowski. This term will expire June 30, 2019.
2. Motion authorizing Christian Y. Leinbach as Chairman of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated March 16, 2016. Commissioner Leinbach reported there are 2 contracts and referenced the departments.

3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated March 15, 2016 for week ending March 16, 2016 and the payment of electronic transfers and employee payroll.

Reports

1. County Treasurer A. Dennis Adams, CPA submitted a prepared weekly Treasurer's report.
2. The Controller's weekly report was presented by Deputy Controller Ronald Rutkowski.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken reported at the Operations Meeting this afternoon the Commissioners will receive a presentation on the E-Discovery Project, a presentation of the draft PFM Staffing Review for the Prothonotary and a presentation by M&B and Ryan Hunter on the Waste Water Treatment Facility.
2. Robert J. Patrizio had nothing to report this week.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Commissioner Barnhardt commented at the CCAP Spring Board of Directors' meeting this past weekend in Harrisburg and he attended a Courts and Corrections meeting and will continue to gather information for the Criminal Task Force dealing with substance abuse issues.

Commissioner Barnhardt mentioned he along with Commissioner Leinbach attended a reception Sunday evening at the Governor's Mansion and had the opportunity to meet with the Governor's wife, Frances, where they had the opportunity to explain to Mrs. Wolfe the struggles at County jails with mental health issues, hoping she took that information back to the Governor.

Commissioner Barnhardt attended interesting breakout sessions on Walkable-Bikeable Communities, how to handle employee insurance claims and a discussion of the infrastructure bank in Dauphin County, which is the first of its kind in Pennsylvania and in the United States.

Commissioner Barnhardt reported Election Board will be meeting at 11:00 a.m. where the Board will review and approve the Absentee and Voter Ballot layout, review the ballot question on whether Strausstown and Upper Tulpehocken Township should merge and whether the polling place at Maxatawny Township should stay or be moved.

Commissioner Scott commented he had an opportunity to read the preliminary report of Baker Tilley Audit of City Operations Report just made public by the City of Reading under the auspices of the new Mayor. Commissioner Scott was surprised at the detail, and impressed by the quality of the work, and depth observation of dysfunction under the previous Administration. Commissioner Scott offered his thoughts and opinions of the

Report, and remarked the City is on the right track if they want to pursue any future investigations.

Commissioner Leinbach reported that at the CCAP Spring Board of Directors' meeting he also attended the reception at the Governor's Mansion where almost every Cabinet Secretary was there. Commissioner Leinbach commented that in addition to speaking with the Governor's wife, Commissioner Barnhardt and Commissioner Leinbach presented a letter to Governor Wolf personally concerning the Agriculture funding issue. Commissioner Leinbach had an opportunity to speak with the Secretary of Agricultural, and was able to give a copy of the letter to the Deputy Secretary of Agriculture Tuesday at the National Ag Day and Open House at the Agricultural Center. Commissioner Leinbach complimented Tammy Hildebrand and her team for putting on a great event. Commissioner Leinbach commented on a discussion regarding legislation that would reallocate some responsibilities from the Constables to the Sheriff. Commissioner Leinbach commented relative to that issue there is an IRS Court case claiming constables are employees of county government because they are paid by the county. CCAP is leading the charge to challenge the IRS on this assertion. Commissioner Leinbach reported there were also discussions of update of the RTK law and technology and cyber-attacks.

Comments from the Floor

County Treasure Dennis Adams introduced his new Deputy Treasure Linda Weaver.

Louise Legun of Blandon, and Dorothy Reilly attended the meeting to comment on the Berks County Residential Center and detaining immigrants. Ms. Legun began to read a prepared letter she wrote to the Commissioners. When Ms. Legun's three minute period to speak was up, Ms. Reilly requested permission to finish reading the letter. Commissioner Leinbach thanked Ms. Legun and Ms. Reilly.

There being no further business, the meeting adjourned at 10:50 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk