

## **Commissioners' Board Meeting Minutes April 26, 2018**

The Berks County Board of Commissioners met in regular session on Thursday, April 26, 2018, 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 mentioned there was an Executive Session held yesterday, April 25, 2018 to discuss personnel and litigation.

### **Welcome to Special Guests**

Commissioner Leinbach welcomed all those who are attending the Commissioners' Meeting in conjunction with "Take Our Daughters and Sons to Work® Day".

### **PRESENTATION**

Chief Christopher Neidert, Exeter Township Police Department, was honored and recognized by Fleetwood Police Chief Steven Stinsky, for his 15 years of service as Commander of the Berks County Emergency Response Team ("BCERT"), and recently resigned this month. Chief Neidert is also scheduled to resign as Chief of Police for Exeter Township in October after serving 32 years. Chief Neidert was presented with a Proclamation by Commissioner Kevin Barnhardt. Chief Neidert was cited as the architect in creating BCERT in 2003. Chief Neidert remarked that the purpose of BCERT is to assist local police when they need help in hostage and crisis situations and negotiations. BCERT is comprised of 18 police departments, the Sheriff's Department, APO, JPO officers and Dr. Edward Michalik, all who are highly trained. Chief Neidert reported since the formation of BCERT, the team has saved over 75 lives.

### **Approval of Minutes**

The minutes of April 19, 2018 Commissioners' Board Meeting were approved as presented.

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

None.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
  - 112.18 Adopt a resolution authorizing 2017 Budget Transfers in the amount of \$77,157; 2018 Budget Transfers in the amount of \$30,841 and 2018 Appropriations in the amount of \$0.00 per listing dated April 23, 2018.  
Mr. Patrizio commented the \$0.00 2018 Appropriations is using unallocated proceeds from some bond issues and negatively appropriating general fund.
  - 113.18 Adopt a resolution authorizing Human Resources Recommendations per listing dated April 26, 2018 as follows:
    1. Authorize the appointment of Nathan McCulley to PC012850 Fiscal Operations Manager – Berks County Residential Center, effective 5/2/2018. Rate of \$50,000/annually. Salary range Minimum \$37,752; Midpoint \$50,336; Maximum \$62,919. Replacement for Keri Arthur who is separating. This request meets the criteria of the Hiring Policy. Budget 52013 – 32200.
    2. Authorize the appointment of Jonnelle Keller to PC010198 Benefits/Pension Coordinator – Human Resources, effective 5/9/2018. Rate of \$45,000/annually. Salary range Minimum \$37,081; Midpoint \$49,441; Maximum \$61,801. Replacement for Alisha Ajayi who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
  - 114.18 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, a one year contract as a result of ITB# 18-08-JR, Firearms, inclusive of Trade-Ins to be utilized by Adult Probation and Parole and Juvenile Probation Offices as follows:

**Atlantic Tactical**  
763 Corporate Circle  
New Cumberland, PA 17070  
Estimated expenditure - \$ 7,658.00
  - 115.18 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Request for Proposal 17-29-KL a five (5) year contract for a Purchasing Card & ePayables Program as follows:

**Bank of America Merrill Lynch**

NY1-100-12-01, One Bryant Park

New York, NY 10036

This Contract will be at no cost to the County.

- 116.18 Adopt a resolution authorizing Christine M. Sadler, Berks County Solicitor, to execute the retainer letter dated April 20, 2018 from Masano Bradley, Wyomissing, Pennsylvania, modifying the January 17, 2018 engagement letter to include services related to subdivision and land development of County-owned property and other projects as assigned by the County Solicitor.
- 117.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Settlement Agreement and Release between the Commonwealth of Pennsylvania, Department of Labor and Industry, Office of Vocational Rehabilitation ("OVR"), and the County of Berks, d/b/a/ Berks County Workforce Development Board, resolving OVR's outstanding balance in the amount of \$11,299, for its share of the Berks County PA CareerLink costs for fiscal program year 2016-2017.
- 118.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to P. Joseph Lehman, Inc., Olde Farm Office Centre, P. O. Box 419, Hollidaysburg, Pennsylvania 16648, granting an extension of time of eight (8) months for completion of Part III (Final Design Phase) of the Dreibelbis Station Covered Wooden Bridge rehabilitation project until January 19, 2019. This extension is to allow for additional time with which to complete, invoice and close out all remaining tasks including Right-of-Way, Utility and final design clearances. There are no additional costs associated with this extension of time. This extension has been reviewed and endorsed by PennDOT District 5-0 project manager.
- 119.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Utility Agreement 05U324 between the County of Berks and the PPL Electric Utilities Corporation, Two North Ninth Street, Allentown, Pennsylvania, 18101 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 Hartz Mill Bridge Superstructure Replacement Project in Caernarvon Township (County Bridge 38A, MPMS 013141) 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 \$25,663.36.

120.18 Adopt a resolution of the Board of Commissioners approving the Next Generation Farmer Loan Program financing in the total amount of \$335,000.00 for Nathaniel S. and Rebecca Weaver Burkholder, 115 Short Lane, Richmond Township.  
The Next Generation Farmer Loan Program provides financing to eligible next generation farmers to purchase land and other capital intensive assets to begin their agriculture enterprise through the Berks County Industrial Development Authority and the Greater Berks Development and the Central and Western Chester County Industrial Development Authority. The approval by Berks County shall not in any way pledge or obligate the credit or taxing power of the County of Berks, nor shall the County of Berks be liable for the payment of the principal of or interest on any obligation issued by the Central and Western Chester County Industrial Development Authority

2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated April 24, 2018. Commissioner Leinbach reported there are 31 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated April 25, 2018 for week ending , 2018 and the payment of electronic transfers and employee payroll.

### **Reports**

1. Rachel Famiglietti, daughter of Joseph Famiglietti, Senior Financial Analyst, Budget Department, served as Acting Treasurer, and presented the Treasurer's report.
2. Jenny Smith, daughter of Timothy Smith, Enterprise Manager, Information Systems, served as Acting Controller, and presented the Controller's weekly report.

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

Robert J. Patrizio reported the Commissioners will receive a recommendation on the new Assessment software, a discussion by Human Resources regarding part-time pay and a discussion dealing with the possibility of sun-setting the local \$5 vehicle registration fee.

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

Ronald R. Seaman welcomed all the visitors, and hope they have a wonderful experience spending the day with their parents or grandparents.

**COMMISSIONERS' COMMENTS****Commissioner Barnhardt**

Commissioner Barnhardt welcomed the children, commenting it is very important to understand that the Board of Commissioners is the elected body, but their parents are the ones who come to work every day and run this County, and provide a great product for the taxpayers of Berks County.

Commissioner Barnhardt reported he attended a meeting yesterday with 911 staff and representatives of 211 to discuss the coordination in messaging to the community, when there is a real emergency to dial 911, but in a non-emergency dial 211.

Commissioner Barnhardt reported tomorrow he will be attending the Local Municipal Officials breakfast where elected officials have an opportunity to discuss items that are of similar nature between the municipalities.

Commissioner Barnhardt pointed out the blue pamphlets placed on the chairs announces Healthy Kids Day and Go Fly a Kite Day event being held this Saturday at the Berks County Youth Recreation Facility.

**Commissioner Scott**

Commissioner Scott welcomed the children and parents, and explained the reason the Commissioners are here today is because under the law, the Commissioners are required to transact business in public to insure the government is running properly.

Commissioner Scott congratulated First Assistant County Solicitor Chad Schnee, who is in the audience today with his son, Hunter, who is an expert in public meeting law and open records, and has just published a book on the subject.

**Commissioner Leinbach**

Commissioner Leinbach congratulated all the children for attending to spend the day with their parents, noting it is important to find out what their parents do, as they are part of a team that helps County government function properly. Commissioner Leinbach provided a brief overview and different aspects of County departments.

**COMMENTS FROM THE FLOOR**

County Treasurer Adams mentioned in addition to collecting taxes, his department also issues antlerless deer licenses and dog licenses.

Sheriff Weaknecht provided an open invitation to the Crime Alert Berks *Race Against Crime* fundraiser this evening at the Works where law enforcement will race against each other.

There being no further business, the meeting adjourned at 10:42 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk