

Commissioners' Board Meeting Minutes May 1, 2014

The Berks County Board of Commissioners met in regular session on Thursday, May 1, 2014, 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 Solicitor Alan Miller, 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. Commissioner Leinbach mentioned that all day yesterday, PCN (Pennsylvania Cable Network) was filming the Berks County Courthouse for a series on Courthouses of Pennsylvania and their historical history. Commissioner Leinbach commented he will advise when the program will air.

Approval of Minutes

The minutes of April 24, 2014 Commissioners' Board Meeting were approved as presented.

Commissioner Leinbach announced there was an Executive Session held Monday, April 28, 2014 to discuss personnel issues.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below with the exception of Item No. 119-14 which has been pulled for further discussion:
 - 114.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$21,217.00 and 2014 Appropriations in the amount of \$60,001.00 per listing dated April 25, 2014.
 - 115.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated May 1, 2014 as follows:
 1. Authorize the promotion of Christopher Mandracchia, PC010146 Assistant District Attorney II to PC010148 Assistant District Attorney III – District Attorney's Office, effective 4/30/2014. Rate of \$51,000/annually. Salary budgeted \$49,000/annually. Salary range Minimum \$48,945; Midpoint \$65,259; Maximum \$81,574. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.

2. Authorize the transfer of Bonnie Stevens, PC012554 Tipstaff to PC011921 Office Support IV/MC – Court Administration, effective 5/14/2014. Rate of \$34,500/annually. Salary budgeted \$34,840/annually. Salary range Minimum \$28,585; Midpoint \$38,113; Maximum \$47,641. Replacement for Nicole Johnson who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
- 116.14 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of ITB #14-03-MB, a contract for Guide Rail Improvements for County of Berks Bridges 54A, 36A and 40B as follows:
- Wm. Orr & Sons, Inc.**
P.O. Box 407
2845 Route 72 North
Jonestown, PA 17038
Base Bid – Bridge 54A - \$416,110.00
Alternate A: Bridge 40B - \$22,540.00
Alternate B: Bridge 36A - \$20,510.00
Total: \$459,160.00
- 117.14 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a Reimbursement Agreement between the County of Berks and Norfolk Southern Corporation pertaining to the rehabilitation of the Buttonwood Street Bridge (County Bridge 17A) spanning the Schuylkill River between the City of Reading and West Reading Borough. The Agreement outlines the terms that govern reimbursement to the Railroad for 100% of its actual costs of construction, construction engineering accounting, protective services, etc. resulting from the Project – currently estimated at \$188,810.00 – and the Railroad's provision of said services for the duration of the Project. This Agreement has been reviewed and endorsed for execution by the County's contracted bridge engineer.
- 118.14 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a Municipal Request for Consultant Services in order to authorize the generation of a third-party engineering agreement for Construction Inspection and Testing services pertaining to the Buttonwood Street Bridge rehabilitation project. This engineering agreement will be between the County of Berks and TRC Engineers, Inc., 5050 West Tilghman Street, Suite 140, Allentown, PA 18104 pursuant to PennDOT's concurrence letter dated April 1, 2014.
- 119.14 Adopt a resolution authorizing Ryan Hunter, Director of Facilities and Operations, to execution Change Order No. 03 to AIA Agreement No. 130319-11 with Quandel Construction Group,

Inc. in the amount of \$595,000.00. This Change Order is a request for a lump sum fee adjustment to account for additional hours in construction phase services per month as well as an expanded construction phase duration. This Change Order adjusts the monthly rate for CM services to a flat rate of \$35,000 per month, spanning the period of November 2013 through March 2015. THIS ITEM WAS PULLED for further discussion.

- 120.14 Adopt a resolution authorizing the County Solicitor's Office to execute any and all necessary documents related to the H-1B Non-Immigration Visa Status applications and subsequent filings for Gowrishankar Shanmugam, a Berks County employee.
- 121.14 Adopt a resolution authorizing execution of an Engineering Services Agreement between O&S Associates, Blue Bell, Pennsylvania and the County of Berks to provide consulting engineering services to assist the County provide exterior wall repairs to the Berks County Courthouse at a contract amount of \$23,000.00.
- 122.14 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the Pearson VUE Authorized Center Agreement ("Agreement"), the PVTC Correctional Amendment and Exhibit A of the Agreement between the County of Berks and NCS Pearson, Inc., Bloomington, Minnesota, to provide electronic GED testing programs at the Berks County Jail.
- 123.14 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the Agreement between the County of Berks, the Berks County Jail System and U.S. Corrections Special Operations Group, Williamsburg, Virginia, to provide specialized training to Berks County Jail SOG Operators at the Berks County Jail for a sum of \$54,000.00 for a term January 1, 2014 to December 31, 2014.
- 124.14 Adopt a resolution authorizing the appointment of Dr. Jill M. Hackman, Lititz, Pennsylvania, to the Council on Chemical Abuse Advisory Board to fill the unexpired term of Dr. John J. George who resigned. This term will expire February 1, 2017.
- 125.14 Adopt a resolution approving the advertising of enactment of Ordinance No. 05-2014 authorizing the County of Berks to enter into an Intergovernmental Agreement for Independent Monitoring for Quality of Life by and between the Commonwealth of Pennsylvania, Department of Welfare, who operates Hamburg Center, and Berks County ("County") for the County to monitor the quality of life individuals residing at Hamburg Center through independent monitoring for quality surveys.

- 126.14 Adopt a resolution authorizing the appropriation of \$483,566.00 for the express purpose of matching Berks Area Regional Transportation Authority's (BARTA) State Assistance funding for Fiscal Year 2014-15 which is a 5% increase over last year.
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 April 29, 2014. Commissioner Leinbach reported there are 6 contracts and referenced the departments.
2. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated April 29, 2014 for week ending April 30, 2014 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 County Controller Sandy Graffius.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken announced PennDOT will be holding an open house and public meeting this evening at the Reading Country Club from 6:00 p.m. to 8:00 p.m. to provide information on PennDOT's plans for West Shore By-Pass/Route 422 By-Pass reconstruction study. Mr. Geffken offered congratulations to Sheila Bressler who received an award for helping the homeless as part of the Berks County Coalition to Help the Homeless.
2. Robert J. Patrizio commented he would like to move the cash flow update from today until next week so that the Commissioners can concentrate more time on the overtime review issue. The Commissioners agreed.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt had no additional comments.

Commissioner Scott announced there was very good news regarding the County's Pension Fund based on recent figures supplied by the County Controller. Commissioner Scott commented that based on those updated figures, the County has revised the annual required contribution (ARC) number down by over \$2 million which is good news for the County budget. Commissioner Scott commented that County only has to make a \$233,000 ARC contribution which is a big positive that will offset some of the negative numbers come budget time. Commissioner Scott reported the Pension Fund is 107% funded. The Controller announced the new Pension fund amount is \$406,813,810.00.

Commissioner Leinbach announced that yesterday the County of Berks formally ended its Lease at Kaercher Creek Park with the Pennsylvania Fish & Boat Commission. Commissioner Leinbach commented this was a very difficult decision and he has spoken to many concerned citizens about this matter who asked what they can do. Commissioner Leinbach stated that the County is only asking Fish & Boat to indemnify the County against any conditions for pre-existing environmental issues. Commissioner Leinbach reported that both the County and Fish & Boat requested the EPA to indemnify them but the EPA denied that request. Commissioner Leinbach commented that all it will take from the Fish & Boat Commission is for them to agree to the indemnification and the County will immediately sign a new lease.

COMMENTS FROM THE FLOOR

County Controller Graffius commented that at last year's Controller's Conference SEI was a vendor. Ms. Graffius commented that she recently received a telephone call from a representative of SEI indicating they would like to contact other Pennsylvania counties to offer services. Ms. Graffius commented that next year the County Controller's Conference will be held in Berks County.

There being no further business, the meeting adjourned at 10:48 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk