

## **Commissioners' Board Meeting Minutes July 11, 2013**

The Berks County Board of Commissioners met in regular session on Thursday, July 11, 2013, 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.

### **Approval of Minutes**

The minutes of June 27, 2013 Commissioners' Board Meeting were approved as presented.

### **Agenda Items**

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
  - 191.13 Adopt a resolution authorizing 2013 Budget Transfers in the amount of \$231,607.00 and 2013 Appropriations in the amount of **(\$1,769,098.00)** per listing dated July 8, 2013.
  - 192.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated July 11, 2013 as follows:
    1. Authorize the utilization of a temporary agency for a Senior Payroll Analyst – Budget & Finance Department, effective 7/15/13. Rate not to exceed \$24.92/hr. Utilization of the temporary agency will cease when the Senior Payroll Analyst position is filled. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 11400.
    2. Authorize the utilization of a temporary agency for a Clerical Support position – Adult Probation Office, effective 7/15/13. Rate not to exceed \$16.50/hr. Utilization of the temporary agency will cease on or before September 30, 2013. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 12010.

3. Authorize transfer of Marianna Giuffre, PC011025 Employment Counseling Specialist – Domestic Relations to PC011014 Docketing Team Supervisor – Domestic Relations, effective 7/17/13. Rate of \$42,500/annually. Salary budgeted \$41,488/annually. Salary range Minimum \$36,114; Midpoint \$48,152; Maximum \$60,190. Replacement for Lisa Jozwiak who transferred. This request meets the criteria of the Hiring Policy. Budget 24000 – 26280.
- 193.13 Adopt a resolution authorizing execution of a side letter concerning the Detectives Union.
- 194.13 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute as a result of Request for Proposal #13-13-MB a contract for Construction Testing Services for the Services Center Building Envelope Rehabilitation to:
- McCarthy Engineering Associates, Inc.  
1121 Snyder Road  
West Lawn, PA 19609
- The company shall provide full service construction testing for the Services Center building rehabilitation project at the attached unit prices and a cost not to exceed \$45,450.00.
- 195.13 Adopt a resolution authorizing execution of the Seventh Amendment to Lease Agreement between 501 Crescent Partners, L.P. and the County of Berks which extends the term of the Lease Agreement for office space currently occupied by the Workforce Investment Board until July 31, 2013, due to delays in renovations to the new facility.
- 196.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute an Agreement between the County of Berks and the Berks County Industrial Development Authority (BCIDA) for the BCIDA to escrow \$500,000 of its own funds until the final closeout of the Berks Park 78 Domestic Water Supply System Project. This is a result of the award of a Pennsylvania Redevelopment Assistance Capital Program grant in the amount of \$500,000.
- 197.13 Adopt a resolution authorizing the execution of the Hazardous Materials Emergency Response Preparedness Assessment Update for calendar year 2012.
- 198.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to Dewberry Engineers Inc., 101 Noble

Boulevard, Carlisle, PA 17013-4109 granting an extension of time for completion of Part II – Final Design and Part III – Services During Construction phases of the Berne Station Bridge replacement project until October 30, 2013 and December 31, 2014, respectively. The extension for Part II – Final Design is to align these services with the receipt of bids and the process of awarding contracts. The extension for Part III – Services During Construction is to bring the now-anticipated 18-month construction phase in alignment with the projected completion of Part II. This extension has been reviewed and endorsed by the County's contracted bridge engineer.

- 199.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute an Agreement between the County of Berks and Berks Connections/Pretrial Services for the receipt of \$11,430.00 for the "Systematic Approach to Targeting Level II and Level III Offenders – Intermediate Punishment Program (RIP)" as part of the Pennsylvania Commission on Crime and Delinquency (PCCD) Sub-grant No. 24586 for a term beginning July 1, 2013 through June 30, 2014.
- 200.13 Adopt a resolution authorizing execution of a License Agreement between American Towers, LLC and the County of Berks concerning a communications tower located in Union Township necessary for the emergency response project.
- 201.13 Adopt a resolution authorizing execution of a Settlement Agreement between the County of Berks and American Towers, LLC resolving outstanding issues concerning the location of a communications tower in Bethel Township necessary for the emergency response project.
- 202.13 Adopt a resolution authorizing execution of the Grant-In-Aid Application and Grant-In-Aid Agreement for Improvement of Adult Probation Services for Fiscal Year 2013-2014 Continuing Program in the amount of \$3,499,906.00.
- 203.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the letter of acceptance to the Pennsylvania Commission on Crime and Delinquency for the Berks County 2013-14 Intermediate Punishment Grant for the period July 1, 2013 through June 30, 2014.
- 204.13 Adopt a resolution ratifying and confirming execution of the By Laws and Intergovernmental Agreement between the Pennsylvania Counties Risk Pool (PCoRP), a program of the County Commissioners Associations of Pennsylvania (CCAP)

and the County of Berks, which provides property, casualty and professional liability coverage; and further authorizes the continuation of services provided by Engle Hambright & Davies to the County relating to matters involving this program.

- 205.13 Adopt a resolution ratifying and confirming execution by Christian Y. Leinbach, Chair, of Amendment of Solicitation/Modification of Contract No. P00003, for the ICE/Detention Management/Detention program. The purpose of the modification is to relocate the detention of alien children from the Berks County Youth Center-CRC Building to the Abraxas Academy Detention Center and increase the unaccompanied alien children per diem rate for FY 2012/2013 from \$266.96 to \$288.00. Commissioner Barnhardt commented that the County had received approval from the Federal government last week for using Abraxas for the detention of unaccompanied children as opposed to keeping them in the family shelter facility. Commissioner Barnhardt stated that the Federal government inspected Abraxas as it had to meet their standards.
- 206.13 Adopt a resolution authorizing execution of the License Agreement between the County of Berks and the Council on Chemical Abuse, Inc. for property situate at 1120 Berks Road, Bern Township, also known as the Camp Joy Lodge, to be used as staff offices and communal living space for a recovery housing program for adult men involved in the criminal justice system, pending final approval by the County Solicitor. Commissioner Barnhardt commented that this effort was a long time coming and complimented George Vogel, Director of Council on Chemical Abuse (COCA), and his staff, the Parks Department, Facilities and Heidi Masano, Assistant County Solicitor for the work in accomplishing the project. Commissioner Barnhardt commented the County started on this journey five years ago as a discussion with Bern Township as to whether there were any local groups to take over Camp Joy on a lease basis. Commissioner Barnhardt stated the facility has been under utilized to its fullest extent, and through efforts of COCA, the facility will be repurposed into a residential housing facility, which is a great reuse of the facility.
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 July 8, 2013. Commissioner Leinbach reported there are 13 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers listing dated July 9, 2013 for the week ending July 10, 2013.

**Reports**

1. County Treasurer Nelson Long, CPA, did not attend the meeting, but submitted a prepared weekly Treasurer's report which was read by Commissioner Leinbach.
2. The Controller's weekly report was presented by County Controller Sandy Graffius. Ms. Graffius also reported on the total amount of the check runs and electronic transfers for the week July 3, 2013 which was pre-approved at the June 27, 2013 Commissioners' Meeting. Commissioner Barnhardt questioned the payment to Iron Mountain in the Controller's Report and whether the payment was for the transfer of the Prothonotary records to the County Archives facility. Ms. Graffius confirmed that yes this was the fee to move the records from Iron Mountain to the County Archives facility.

**REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER**

1. Carl E. Geffken was on vacation.
2. Robert Patrizio was on vacation and Commissioner Leinbach reported that at today's Budget meeting there will be a presentation by the Community Health Assessment Group.

**COMMISSIONERS' COMMENTS**

Commissioner Barnhardt had nothing to offer this week.

Commissioner Scott praised the great performance by EH&D, the County's insurance consulting firm, in providing the County a great quote and rate.

Commissioner Leinbach advised that next week he will be attending the NACo annual meeting and one of the issues that are being discussed is unique to the Northeast section of the United States, and is the northeast power grid. Commissioner Leinbach commented that the power grid has not been updated with any significant efforts in what he believes is at least 25 or 30 years and as result there are some very serious flaws in the system. Commissioner Leinbach reported there will be a resolution being brought forth by the northeast caucus of Counties asking the Federal government to look at the system and make some determinations for some upgrades.

**COMMENTS FROM THE FLOOR**

Frederick Sheeler, Berks County Recorder of Deeds, invited viewers to a tour he will be conducting on Tuesday evening at 6:30 at the Berks Leisure Area also known as the Sheeler Home. Mr. Sheeler commented it was the home his grandparents built in the 1940's, and is a very uniquely constructed home which has a lot of history. Mr. Sheeler stated the property was acquired by the County in the 1970's by eminent domain, which he will also talk about during the tour.

Reverend Kistler, who resides a quarter mile from the proposed tower on Hill Road, attended the meeting and expressed his concerns for the proposed site of a communication tower on Hill Road, Bethel Township. Reverend Kistler questioned what the Settlement Agreement is listed under Solicitor, Item B. County Solicitor Alan Miller commented that these two agreements are a result of discussions between American Towers and County to resolve differences the two parties had regarding the location of proposed tower sites. Mr. Miller stated that the agreements wrap up all the outstanding issues associated with the sites.

There being no further business, the meeting adjourned at 10:27 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk