

**Commissioners' Workshop Meeting
Tuesday, July 24, 2012**

I. CALL TO ORDER:

The Berks County Board of Commissioners met in regular session on Tuesday, July 24, 2012 at 10:30 A.M. in the 13th floor Boardroom 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 Christine M. Sadler, First Assistant County Solicitor, Carl E. Geffken, Chief Operating Officer and Maryjo Gibson, Chief Clerk.

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

II. DEPARTMENTAL REPORTS / REQUESTS:

Budget Department

- A. Adopt a resolution authorizing 2012 Budget Transfers in the amount of \$957,604.00 per listing dated July 20, 2012. Commissioner Barnhardt commented that the bulk of transfers are funds being transferred out of the Library Fund to the Archivist Fund since the Library Director no longer oversees Archives.
- B. Adopt a resolution authorizing and directing that any surplus, calculated as of the end of each year, beginning with the year ended December 31, 2011 be transferred to the general fund from the ICE enterprise fund.

Purchasing

- A. 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 23, 2012. Commissioner Leinbach reviewed the 13 contracts listed for approval.
- B. Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of ITB# 12-6-LE, a one (1) year contract for Microfilming Services for the County of Berks Clerk of Courts as follows:

Information Management Resources
1104 Fernwood Avenue, Ste 401
Camp Hill, PA 17011

	Description of Service	Estimated Quantity	Unit Price	Extended Price
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1.	Collection, Preparation, and Microfilming, Paper Documents	700,000 Images	\$0.05	\$35,000.00
2.	Image Verification, Paper Documents	319 Rolls	\$0.00	\$0.00
3.	Microfilm Roll Duplicate for Paper Documents	319 Rolls	\$9.00	\$ 2,871.00
4b.	Document Destruction, Paper Documents	200 Boxes	\$3.00	\$ 600.00
	Estimated Annual Expenditure			\$38,471.00

The County reserves the right to extend the contract for two additional one-year terms upon mutual agreement of both parties at the unit prices herein. Commissioner Leinbach commented that Information Management Resources has been doing work for the County for a number of years in this capacity. James P. Troutman, Berks County Clerk of Courts, commented for the first time in 25 years the County went out on a formal bid process, and that Information Management Resources was the lucky bidder.

Emergency Services

- A. Adopt a resolution authorizing the County to agree to provide the City of Reading a 20% local grant match of fund for the Federal Assistance to Firefighters Grant Program (AFG) to aid local fire and EMS agencies and their municipalities in the purchase of mobile radios needed for the new public safety radio system. Commissioner Leinbach commented that this program is consistent with what we are doing with other municipalities. Commissioner Leinbach further commented the County applied for the AFG grant for all of the fire companies and divided it into 2 separate groups. Commissioner Leinbach advised that ultimately the funds will be paid back to the County over a 7 year period, interest free.
- B. Adopt a resolution authorizing the County to agree to provide the Womelsdorf Volunteer Fire Company a 20% local grant match of funds for the Federal Assistance to Firefighters Grant Program to aid local fire and EMS agencies and their municipalities in the purchase of mobile radios needed for the new public safety radio system.

Facilities

- A. Adopt a resolution amending Resolution No. 168-12 dated May 17, 2012 which authorized execution of the Agreement with MKSD, LLC, of Allentown, Pennsylvania to provide architectural, mechanical, electrical structural, plumbing and waste water engineering services for ICE renovation project, to reflect the **total reimbursable expenses** in the not to exceed amount of \$8,000.00 bringing the total contract amount to \$86,000.00. The reimbursable expenses were incorporated in the Agreement as Exhibit B-Fee Proposal, but not added into the resolution language.

District Attorney

- A. Adopt a resolution authorizing execution of the 2011-2012 Equitable Sharing Agreement and Certification of the federal drug forfeiture money received and spent by the Berks County District Attorney's Office for fiscal year ending June 30, 2012.

III. REPORTS OF COMMISSIONERS*Commissioner Barnhardt*

Commissioner Barnhardt requested that a resolution be adopted authorizing the appointment of Robin Costenbader-Jacobson, Reading, PA, to the Reading Public Library Board of Trustees for a term expiring December 31, 2014. This is a replacement for John Caltagirone.

Commissioner Barnhardt reported that the County started rehabilitation of the Antietam Valve House yesterday. Commissioner Barnhardt noted that a few weeks ago, he received an email from Cori Crupi showing a prepared time lapse history of the radio tower on Mt. Penn, and thought the County might want to replicate the same type of event for the rehabilitation of the Valve House. Commissioner Barnhardt reported that the County experienced some difficulty with this process due to lack of electricity, the location and no real sight line, but with a digital camera on loan from the District Attorney's Office, will be able to put together a time lapse video of the daily progress of the reconstruction of the Valve House, which will take several months.

Commissioner Barnhardt reported that yesterday he attended the public presentation of the updated Antietam Lake Park Master Plan, where some modifications to the Master Plan were made primarily due to grant deadlines received from the State and Grower Greener money. Commissioner Barnhardt commented that the revisions will free up money for other projects including replacing proposed trails with boardwalks to cross environmentally sensitive areas.

Commissioner Barnhardt commented that this morning he attended a meeting with Facilities regarding a previously mentioned item on the Agenda regarding the ICE program, and is happy to report the Community Reentry Center will be moved over to the former Youth Center by October 5, 2012. The bid documents are going out this week with construction to start early September.

Commissioner Barnhardt noted Veteran's Affairs Office is closed this week as they are moving to the BARTA Transportation Center, but are still available by phone. Commissioner Barnhardt also commented there will be a Ribbon Cutting Ceremony Monday, July 30, 2012 at 11:00.

Commissioner Scott

Commissioner Leinbach

Commissioner Leinbach commented this Thursday, July 26th at 5 p.m. there will be another Support Your Local Fire Company Event at the Kenhorst Dairy Queen. Commissioner Leinbach encouraged everyone to come out to support this event.

Commissioner Leinbach further commented that Friday morning there will be a special observance at City Park, Veterans Grove, arranged by the Berks County Veterans Affairs Department. It is the 59th Anniversary of the Korean War Armistice. Commissioner Leinbach encouraged the public and any veterans of the Korean War to attend this ceremony.

Commissioner Leinbach commented that last week he attended the NACo Annual Conference. Commissioner Leinbach reported that one of the more interesting items presented were the details of the 2012 National Survey of County Elected Officials, which offered details on opinions of county officials view on the direction of the nation since 2004. Commissioner Leinbach reported that in 2012, 67% of County officials think the nation is on the wrong track.

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

Respectfully Submitted,

Maryjo Gibson, Chief Clerk