

## **Commissioners' Board Meeting Minutes August 28, 2014**

The Berks County Board of Commissioners met in regular session on Thursday, August 29, 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 and Chief Clerk Maryjo Gibson.

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

Commissioner Leinbach reported an Executive Session was held August 25, 2014 to discuss a Personnel matter.

### **Approval of Minutes**

The minutes of August 21, 2014 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:
  - 249.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$9,720,988.00 and 2014 Appropriations in the amount of **(\$95,619.00)** per listing dated August 22, 2014. Budget Director Bob Patrizio commented the negative appropriations amount is due to changing the chart of accounts in the Department of Aging and to better track revenue and expenditures.
  - 250.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated August 28, 2014 as follows:
    1. Authorize the transfer of Matthew Rossi from PC012985 Law Clerk I – Court Administration to PC013031 Assistant District Attorney I – District Attorney's Office, effective 9/10/2014. Rate of \$44,000/annually. Salary budgeted \$55,350/annually. Salary range Minimum \$41,227; Midpoint \$54,969; Maximum \$68,711. Replacement for Jason Waterloo who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.

2. Authorize the promotion of Ruth Somers from PC012967 RN Charge to PC011638 RN Supervisor – Berks Heim Nursing, effective 9/10/2014. Rate of \$62,608/annually. Salary budgeted \$67,464/annually. Salary range Minimum \$49,406; Midpoint \$65,875; Maximum \$82,343. Replacement for Martina Williams who separated. This request meets the criteria of the Hiring Policy. Budget 53000 – 33090.
  3. Authorize the utilization of a temporary agency for Office Support – Clerk of Courts Office, effective 8/29/2014. Rate not to exceed \$16.50/hour. Temporary position will be utilized to provide coverage during an extended leave of absence. Utilization of the temporary agency will cease upon the employee's return from leave. This request meets the criteria of the Hiring Policy. Budget 10000 – 11540.
  4. Authorize the utilization of a temporary agency for a Developer Analyst – Information Systems, effective 8/29/2014. Rate not to exceed \$53.50/hour. Utilization of the temporary agency will cease when the Developer Analyst position is filled. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.
  5. Authorize the utilization of a temporary agency for an Internal Auditor position – Controller's Office, effective 8/29/2014. Rate not to exceed \$29.75/hour. Utilization of the temporary agency will cease when the Internal Auditor position is filled. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.
- 251.14 Adopt a resolution authorizing Warden Janine Quigley, Berks County Jail System, to execute the Formal Agreement for Title 1, Part D Funds with the Berks County Intermediate Unit for Prevention and Intervention Programs for children and youth who are neglected, delinquent or at risk of dropping out. The Title 1 allocation amount is \$8,538.00 and there is no County match.
- 252.14 Adopt a resolution authorizing execution of the 2014-2015 Medical Assistance Transportation Program (MATP) Program Grant Agreement and Assurance of Compliance with the Department of Public Welfare for administration of funds in accordance with MATP Instructions and Requirements, Title 55, Pennsylvania Code, appointing BARTA the manager of the MATP Program. The funds are used to provide transportation or

mileage reimbursement for individuals who are eligible for Medical Assistance to attend medical appointments.

- 252a.14 Adopt a resolution authorizing the Berks County Board of Commissioners to approve the 10 Year Municipal Waste Management Plan revisions for Berks County. The Department of Environmental Protection (DEP) requires the County to approve the Plan before DEP approves the Plan.
- 253.14 Adopt a resolution authorizing execution of the Engineering Services Agreement between Rettew, Lancaster, Pennsylvania, and the County of Berks to prepare drawings, plan view and sections for installation of the dry hydrant at Antietam Park, Lower Alsace Township, Berks County, Pennsylvania at a not to exceed amount of \$1,200.00.
- 254.14 Adopt a resolution authorizing the appointment of Michele L. Richards, Mohnton, Pennsylvania, to the Berks County Convention Center Authority Board for term expiring August 29, 2016. This is a replacement for Brian D'Amico, Reading, Pennsylvania, whose term expired.
- 255.14 Adopt a resolution authorizing the reappointment of John Ernesto, Reading, Pennsylvania to the Berks County Convention Center Authority Board for a four (4) year term ending August 29, 2018.
- 256.14 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute a letter to the Pennsylvania Energy Development Authority supporting the Grant Application for Courthouse lighting. Commissioner Leinbach commented that this deals with the ongoing review of the lighting on the Courthouse, and through the initiative of Lacey Electric and Fromm Electric, who went out on their own, determined there was a viable grant through the Pennsylvania Energy Development Authority. Commissioner Leinbach stated there is no guarantee we will get the grant and if the grant is approved there are still some legal and logistical issues to deal with.
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 August 26, 2014. Commissioner Leinbach reported there was 16 contracts and referenced the departments.
2. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated August 26, 2014 for week ending August 27, 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 was out of the office.
2. Robert J. Patrizio reported the Commissioners will receive an update of the roof recommendations for the Courthouse, and at the request of Commissioner Scott will receive a presentation on the County's 457B Plan.

**COMMISSIONERS' COMMENTS**

Commissioner Barnhardt reported he attended a meeting with the joint committees of Red Rose and BARTA yesterday in Lancaster, and they are making critical headway and anticipate the timeline for a vote could be moved up by a few weeks. Commissioner Barnhardt commented modifications to the By-Laws and Articles of Incorporation are being made, and it has been determined it might be more advantageous to keep two existing authorities in place for a while due to the possibility of claims. Commissioner Barnhardt commented the Committee is also receiving information on health care from 2 consortiums and will compare costs. Commissioner Barnhardt mentioned he will forward any updates to the Board of Commissioners as soon as it is available and reported the next meeting is scheduled for September 10, 2014.

Commissioner Scott commented the presentation scheduled for the Budget Hearing this afternoon on the 457B Plan is an opportunity to have a representative from INR, Delaware County, who specializes in low cost deferred compensation plans, offer another option for employees to participate in.

Commissioner Leinbach announced that the annual Hamburger Festival will be held this Saturday, August 30, 2014 in Hamburg, Berks County.

**Comments from the Floor**

Berks County Clerk of Courts James P. Troutman commented on the recent newspaper articles dealing with the \$4.5 million loss by the Hamburg School District in a SWAP. Mr. Troutman commented it makes him very unhappy and angry and somebody should be held accountable.

There being no further business, the meeting adjourned at 10:40 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk