

**Commissioners' Board Meeting Minutes**  
**August 29, 2019 (draft for approval September 5, 2019)**

The Berks County Board of Commissioners met in regular session on Thursday, August 29, 2019, 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.

**Approval of Minutes**

The minutes of August 22, 2019 Commissioners' Board Meeting were approved as presented.

**Public Comment on Agenda Items**

None.

**Agenda Items**

1. A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Scott, followed by a request to comment by Commissioner Barnhardt. Request granted by the Chair. Commissioner Barnhardt noted that the Gibraltar Road Bridge (Item No. 280.19) is another bridge transfer, this time to Exeter Township, adding that in addition to replacing the Bridge, the intersection will be improved. All voted unanimously to approve the items listed below:
  - 275.19 Adopt a resolution authorizing 2019 Budget Transfers in the amount of \$33,685 and 2019 Appropriations in the amount of \$11,222 per listing dated August 26, 2019.
  - 276.19 Adopt a resolution authorizing Human Resources Recommendations per listing dated August 29, 2019 as follows:
    1. Authorize the appointment of Joann Kunz to PC011133 Internal Auditor – Office of the Controller, effective 09/04/19. Rate of \$45,000/annually. Salary range Minimum \$41,887; Midpoint \$55,849; Maximum \$69,811. Replacement for Andrew Noll who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.

2. Authorize the appointment of Nicole Riccio to PC013270 Certified Legal Intern – District Attorney's Office, effective 9/4/2019. Rate of \$48,000/annually. Replacement for Corey Chwiecko who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
  3. Authorize the appointment of Rachel Louviaux to PC013274 Certified Legal Intern – District Attorney's Office, effective 9/4/2019. Rate of \$48,000/annually. Replacement for Alec Colquhoun who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
  4. Authorize the promotion of Samuel Mills from PC013340 Assistant Public Defender I to PC010178 Assistant Public Defender II – Public Defender's Office, effective 09/11/2019. Rate of \$51,000/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
- 277.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the CWEL (“Child Welfare Education for Leadership”) Agreement between the County of Berks, the University of Pittsburgh of the Commonwealth System of Higher Education, and Kelli Diane Lewis, Sinking Spring, Pennsylvania, a Berks County Children & Youth Services employee, to participate in a graduate level social work program as outlined in Title IV-B, Part 1 of the Commonwealth's Child and Family Services Plan.
- 278.19 Adopt a resolution authorizing Robert Patrizio, Chief Financial Officer, to execute the 2019-2020 Application for the Volunteer Accident renewal policy with CCAP (“County Commissioners Association of Pennsylvania”).
- 279.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the 2019 State Homeland Security Grant Program Agreement.
- 280.19 Adopt a resolution authorizing Alan D. Piper, Transportation Planner, to electronically execute Letter of Amendment No. 2 to the General Reimbursement Agreement for Federal Aid Projects (No. R17050008-2) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Gibraltar Road Bridge Replacement Project, County Bridge 43-A, Exeter Township. This amendment increases the total project costs from \$338,651 to \$782,914 to incorporate the professional

costs for Final Design, Utilities and ROW Acquisition into the overall funding for the project. The Berks County share of this project increases from \$16,932.55 to \$39,145.70. All other terms and conditions of the original Agreement, which are not being modified by this Letter of Amendment, remain in full force and effect.

- 281.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Mutual Confidentiality and Non-Disclosure Agreement between the County of Berks and Pennsylvania American Water Company ("PAWC") regarding the sharing of certain County parcel and sewer service records with PAWC.
- 282.19 Adopt a resolution authorizing the appointment of Christopher Phillips, Sinking Spring, Pennsylvania, to the Reading Public Library Board to fill an unexpired term ending on December 31, 2022.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated August 27, 2019. Commissioner Leinbach reported there are 4 contracts and referenced the departments.
3. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated August 27, 2019 for week ending August 28, 2019 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.

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

Robert Patrizio reported the Budget/Ops Meeting will begin at 2:00 p.m. and there will be discussions regarding the Constables, follow up on some 2020 Budget items and a MetEd Right-of-Way request along County Welfare Road.

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

Ronald R. Seaman wished everyone a good and safe Labor Day weekend.

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

Commissioner Barnhardt announced there will be two voting system demonstrations this weekend; one Saturday at the Hamburger Festival in Hamburg and next Wednesday, September 4, 2019 at the Boyertown Senior Center.

Commissioner Barnhardt provided an update on Epler's Schoolhouse, reporting he had a conversation with Commissioner Leinbach and some members of the Airport Authority, and we learned in order to have the building in the secured area, it would be limited to the three day WWII Weekend event, and other times would require FAA approval, which could create a challenge. Commissioner Barnhardt also received a promise from the Greater Berks Development Fund for some financial consideration if we decide to acquire or relocate the Schoolhouse.

**Commissioner Scott**

Commissioner Scott advised he will not be able to attend the Budget/Ops Meeting this afternoon because he has an important legal seminar to attend.

**Commissioner Leinbach**

Commissioner Leinbach commented on a report he received this morning from the Warden regarding individuals committed to Jail for failure to post collateral, adding it is a fascinating and to a certain degree disturbing. After presenting some of the information on incarcerations, Commissioner Leinbach stated he is very concerned that jail is having very little effect on addressing the ultimate issue of unsecured collateral.

Commissioner Leinbach complimented the Reading Motorcycle Club and Berks County Chapter of POW/MIA Forget-Me-Nots for the Ride for Freedom this past Sunday.

Commissioner Leinbach noted according to the Reading Eagle, there were about 2,500 motorcycles that rode from Womelsdorf to Reading City Park for the ceremony.

Commissioner Leinbach participated in a press event yesterday hosted by The Community First Fund and Greater Berks Development Fund, major financiers of a new project at 4<sup>th</sup> and Elm Streets in the City. Commissioner Leinbach commented Leopoldo Sanchez, owner and developer of the project secured an \$8.2 million loan, and will create 150 full and part time jobs, and when complete, will house a fresh food grocery store, cafe and a bakery for tortillas and dough.

**ELECTED OFFICIALS' COMMENTS**

County Controller Sandy Graffius introduced her new Senior Government Accountant Sabrina Gross.

**COMMENTS FROM THE FLOOR**

There were no members of the public attending the meeting.

There being no further business, the meeting adjourned at 10:17 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk