

## **Commissioners' Board Meeting Minutes October 3, 2013**

The Berks County Board of Commissioners met in regular session on Thursday, October 3, 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 in attendance. Commissioner Mark C. Scott was out of town. 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, and announced an Executive Session was held Monday, September 30, 2013 to discuss litigation and personnel issues.

### **Approval of Minutes**

The minutes of September 26, 2013 Commissioners' Board Meeting were approved as presented.

### **Agenda Items**

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach and all voted unanimously to approve the items listed below:
  - 291.13 Adopt a resolution authorizing 2013 Budget Transfers in the amount of \$20,123.00 and 2013 Appropriations in the amount of \$210,860.00 per listing dated September 30, 2013.
  - 292.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated October 3, 2013 as follows:
    1. Authorize salary adjustment for Michele Ruano Weber, PC010796 Deputy Administrator – MHDD, effective 9/25/13. Rate of \$70,831/annually. Salary range Minimum \$54,182; Midpoint \$72,243; Maximum \$90,304. Adjustment is based on the re-evaluation of the position due to the elimination of the Human Services Coordinator position. This request meets the criteria of the Hiring Policy. Budget 30000 - 25040.
    2. Authorize salary adjustment for Sheila Arnold, PC011097 Fiscal Officer – MHDD, effective 9/25/13. Rate of \$47,500/annually. Salary range Minimum \$37,687; Midpoint \$50,249; Maximum \$62,812. Adjustment is based on the re-evaluation of the position

due to the elimination of the Human Services Coordinator position. This request meets the criteria of the Hiring Policy. Budget 30000 - 25040.

3. Authorize \$200 uniform/clothing allowance for Lieutenants and Sergeants – Jail System, effective in the 10/8/13 paycheck, per attached listing. Budget 10000 – 12090.
  4. Authorize the appointment of Diane Dachowski to Interim Executive Director of Aging – Area Agency on Aging, effective 10/3/13. Rate of \$69,113/annually. Salary range Minimum \$63,765; Midpoint \$85,019; Maximum \$106,274. The working out of classification compensation will cease upon the appointment of an Executive Director of Aging. Replacement for Kathy Monroe who separated. Budget 28100 – 23150.
- 293.13 Adopt a resolution authorizing execution of the Subordination, Non-Disturbance and Attornment Agreement between Mortgage Electronic Registration Services, Inc. (MERS), Bruce J. Moll, Barto, Pennsylvania and the County of Berks for the Hereford tower site in regard to the Emergency Radio Response Project. This agreement will assure continuation of occupancy of the property by the County in the event of unforeseen disturbances to the Lease Agreement the County entered into with Mr. Moll.
- 294.13 Adopt a resolution authorizing execution of the Amended and Restated Access and Grading Easement Agreement (In Lieu of Condemnation) and Right-of-Way Agreement between Floyd R. Wetzel, Alburtis, Pennsylvania and the County of Berks regarding the Berks County Emergency Radio Project. As a result of restrictions imposed by applicable laws, the County is unable to construct the access road along the route originally contemplated and will now be required to perform site clearing and grading on Mr. Wetzel's property to properly and safely engineer the access road.
- 295.13 Adopt a resolution authorizing execution of the Pennsylvania Emergency Management Agency Federal Fiscal Year 2013 Emergency Management Performance Grant Agreement to enhance and sustain all-hazards emergency management capabilities within the Berks County Department of Emergency Services.
- 296.13 Adopt a resolution authorizing execution of Fiscal Year 2012/2013 Early Intervention Income & Expenditure Report for the Department of Public Welfare, Bureau of Financial Operations.

- 297.13 Adopt a resolution authorizing execution of the Bridge Transfer Agreement between the County of Berks and the Township of Maiden creek where upon completion by the County of replacement of the Blandon Bridge that crosses over the Willow Creek on Schaeffer Road (T-757), the County will convey Bridge ownership to the Township. The Bridge replacement project is funded entirely by TIP federal and state bridge funds. Commissioner Leinbach commented that Commissioner Barnhardt took the lead on this project. Commissioner Barnhardt complimented Ryan Hunter, Director of Facilities and Operations, and Heidi Masano, Assistant County Solicitor, who worked with the Township's Solicitor to craft the Agreement. Commissioner Barnhardt reported that the County made a proposal to the Township that when the Bridge is replaced would the Township be interested in taking it over and assume ownership. Commissioner Barnhardt stated the Township wanted to be involved in the design and engineering decisions, and also asked the County to help the Township in its efforts to improve conditions along Route 73, using the RATS Committee and influence with PennDOT. Commissioner Barnhardt expressed appreciation to Township officials for seeing the benefits of becoming owner of the Bridge.

Commissioner Leinbach interrupted the Meeting to acknowledge Kathy Monroe, Executive Director of the Berks County Area Agency on Aging, whose last day is today, October 3, 2013. Commissioner Leinbach thanked Ms. Monroe for her service to the County. Commissioner Barnhardt commended Ms. Monroe on her efforts in steering the department. Ms. Monroe commented she enjoyed her stay in Berks County and thanked the Commissioners for their support, and commented there were some challenges, but she has never compromised services to the residents of Berks County.

- 298.13 Adopt a resolution authorizing execution of the Agreement to Utilize Premises between the County of Berks and the Reading Liederkrantz, Reading, Pennsylvania for the use of a tract of land formerly known as the Victory Garden, Hill Road, Lower Alsace Township, for parking vehicles during the Oktoberfest. Commissioner Leinbach commented there are some unique components to this Agreement that makes it different than other proposals. Commissioner Barnhardt commented this is a cooperative effort with the Liederkrantz and the County for a parcel that is difficult for the County to maintain. Commissioner Barnhardt stated the Liederkrantz will maintain and care for the parcel year round for an opportunity to provide parking for the event and gives the County 365 days of care and maintenance.

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 September 30, 2013. 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 October 1, 2013 for week ending October 2, 2013 and the payment of electronic transfers and employee payroll.

### **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.

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

1. Carl E. Geffken reported that last week he had the pleasure to watch the 107 year auto engine get started at the Gruber Wagon Works in preparation for this weekend's Heritage Festival at Heritage Park. Mr. Geffken commented that yesterday was the ribbon-cutting ceremony at the newly opened playground at Gring's Mill which was planned, designed and installed by County personnel.
2. Robert J. Patrizio reported the Budget Meeting will begin at 1:30 p.m. instead of 2:00 p.m., and there will be an in-depth discussion of the Berks Heim 5 year budget forecast.

### **COMMISSIONERS' COMMENTS**

Commissioner Barnhardt echoed Mr. Geffken's comments regarding the new playground at Gring's Mill, stating the actual cost savings by doing most of the work in house saved the County about \$38,000.00, and included an ADA compliant pathway. Commissioner Barnhardt wished good luck to Janice Kingkinger who will be leaving the Berks County Veterans Affairs Office and taking a position with the Pennsylvania State Veterans Department.

Commissioner Leinbach commented that BCTV (Berks Community Television) Board of Directors, which he is a Board member of, is in conversations with TV39, a public television station in the Lehigh Valley. Commissioner Leinbach commented TV39 is working with and looking at ways to collaborate with BCTV. Commissioner Leinbach stated TV39 is the only public television station that has broad coverage throughout Berks County. Commissioner Leinbach commented this morning he participated in a meeting at the Gateway with Senator Schwank, Representative Caltagirone, Mayor Spencer, Councilman Acosta and a representative from Representative Rozzi's office, GREP, Greater Berks Development Fund, Greeding Reading Chamber of Commerce and

others to look at the new CRIZ legislation that was passed and signed. Commissioner Leinbach explained it is an application process for 10 Third Class cities in Pennsylvania and only 2 will be accepted. Commissioner Leinbach stated the meeting focused on what Reading needs to do to be part of the program which provides development opportunities, tax breaks and revenue opportunities not just for the City but also the County.

**COMMENTS FROM THE FLOOR**

County Controller Sandy Graffius reported the BCTV Annual Auction will be held 3 nights instead of one week this year, and is scheduled October 21, 22 and 23. Ms. Graffius commented the categories will be combined instead of grouped individually and suggested interested individuals view the details at [www.BCTV.org](http://www.BCTV.org).

There being no further business, the meeting adjourned at 10:38 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk