

Commissioners' Board Meeting Minutes November 14, 2013

The Berks County Board of Commissioners met in regular session on Thursday, November 14, 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.

Presentation

Robert Patrizio, Chief Financial Officer, presented the Proposed 2014 County Budget and provided a detailed Power Point overview of the Budget. Mr. Patrizio commented that this Budget retains the current tax rate of 7.372 mills for 2014 and adheres to the Commissioners' directive for no tax increase, maintains the County's AA1 financial standing, provides a wage increase for employees in 2014, maintains farmland preservation, and invests in technology. Mr. Patrizio recommended the public visit the County's webpage and read the entire written message. Mr. Patrizio thanked his staff, department heads, Carl Geffken, the Row Officers, stating it was a cooperative effort putting the Budget together. Commissioner Barnhardt thanked everyone involved including Bob and his staff, department heads, elected officials and employees of the County in helping the Commissioners trim whatever they could in order to move forward. Commissioner Barnhardt commented part of the frustration for him is the assessment appeals rate. Commissioner Barnhardt commented each time we capture a new development or a new employer, we seem to slide back with the massive number of commercial and industrial assessment appeals. Commissioner Barnhardt mentioned one of the current initiatives we are looking at is the consolidation of some District Justice office locations, stating there are actually four offices that come together at 4th & Penn Streets. Commissioner Barnhardt reported the County is looking for support from the State Court System in consolidating some of these offices. Commissioner Barnhardt commented the County will not be eliminating any positions, but simply consolidating the offices. Commissioner Barnhardt reported another similar initiative would be moving from leasing District Justice Office locations to ownership by the County or some other public entity, stating it would improve efficiency and be cost a saving to the County. Commissioner Scott thanked Bob and his staff for another job well done, as well as the department heads and Row Officers who have been cooperative, have built a culture of concern of expenditures and taxation and have been instrumental in our success. Commissioner Scott commented that possibly due to the gradually rebounding economy some of the fees for services received by Row Offices have risen to a point where the fees now exceed expenses and are generating net revenue to the County instead of a deficit which is good news. Commissioner Scott reiterated that budget forecasts are

projections and are subject to change. Commissioner Scott also thanked and credited new President Judge Yatron, stating his dealings with him have been very positive and productive, and he is a true fiscal conservative, is mindful of the judiciary and is responsive to requests to save money, which is demonstrated by his willingness to support the County's proposal to consolidate District Justice offices and its request to the State. Commissioner Leinbach stated the deficit in this budget is based on a non-operational deficit, explaining a deficit is when you spend more than you bring in. Commissioner Leinbach highlighted past actions and strong decisions by the Pension Board. Commissioner Leinbach commented the Board has been supporting pension reform for years and does not sit back and wait for the state or federal government to solve issues. Commissioner Leinbach commented the strength of the budget process is the five year forecast as it gives time to make necessary adjustments before it's too late. Commissioner Leinbach thanked Bob and his team, Carl Geffken, department heads and Row Officers and the President Judge, his colleagues and their assistants. Commissioner Leinbach stated the three Commissioners are committed to doing what they believe is in the best interest of the taxpayers and it is a good Budget for the taxpayers. Commissioner Leinbach stated the Board stood by their plan of no new net spending, no tax increase, maintain a continued strong financial position with the second highest bond rating in the Commonwealth. Commissioner Leinbach commented we have a Board of Commissioners, a Chief Operations Officer and Budget department that continues to stay focused on opportunities to save money and be responsible.

Approval of Minutes

The minutes of November 7, 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:
 - 344.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated November 14, 2013 as follows:
 1. Authorize promotion of Matthew Green, PC012251 Sergeant – Sheriff's Department to PC012769 Captain – Sheriff's Department, effective 11/20/13. Rate of \$55,000/annually. Salary budgeted \$55,000/annually. Salary range Minimum \$42,181; Midpoint \$56,242; Maximum \$70,302. Replacement for Eric Seidel who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11510.
 2. Authorize the promotion of Roarke T. Aston, PC010174 Assistant Public Defender II to PC010182 Assistant Public Defender III – Public Defender, effective

12/20/13. Rate of \$51,000/annually. Salary budgeted \$42,000/annually. Salary range Minimum \$48,945; Midpoint \$65,259; Maximum \$81,574. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 11570.

3. Authorize salary adjustment for Trista N.H. Oxenreider, PC010674 Court Systems Improvement Manager – Court Administration, effective 11/20/13. Rate of \$45,000/annually. Salary budgeted \$40,000/annually. Salary range Minimum \$34,874; Midpoint \$46,499; Maximum \$58,124. Adjustment is based on the re-evaluation of the position due to the elimination of the Director of Court Programs and Development position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
4. Authorize the transfer of Lori Schneider, PC010108 Application Specialist/Trainer – Information Systems to PC012969 Implementation Specialist – Information Systems, effective 11/6/13. Rate of \$46,756/annually. Salary range Minimum \$44,029; Midpoint \$58,706; Maximum \$73,382. New position created by Salary Board on 9/19/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.

- 345.13 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute a contract as a result of Invitation to Bid #13-25-JR for roof replacement of the Heritage Center office building as follows;

Ram Siding Co Inc.
1140 Ben Franklin Highway East
Douglassville, PA 19518
Total \$32,325.00

- 346.13 Adopt a resolution authorizing the County Solicitor to execute an engagement letter with Cahill, Gordon & Reindel, LLP, New York, NY, to represent the County as well as multiple third parties in connection with the Appeal and Petition to Stay of the Federal Communications Order on inmate calling services rates at no charge to the County of Berks. County Solicitor Alan Miller commented he was made aware by Warden Wagner of pending new rules and regulations by the Federal Communications Commission (FCC) on inmate long distance telephone calls and what Counties were charging for the same. Mr. Miller stated the FCC is imposing some strong regulations on counties and we are joining a nationwide class action case to appeal those new

regulations. Mr. Miller stated this is important to the Jail system in controlling rates.

- 347.13 Adopt a resolution authorizing Ryan Hunter, Director of Facilities and Operations to execute Change Order No. 1 to Agreement No. 144522 with Hirneisen Electric, Inc. for the Services Center Envelope Rehabilitation Project, in the amount of \$26,090.21. This Change Order is to provide labor and materials pertaining to additional inlaid snow melt circuits and control components required to support expanded coverage at the upper Reed Street plaza and new ADA accessible ramp.
- 348.13 Adopt a resolution authorizing Ryan Hunter, Director of Facilities and Operations to execute Change Order No. 1 to Agreement No. 144496 with JJAD Concrete & Excavation Company for the Services Center Envelope Rehabilitation Project in the amount of \$19,637.22. This Change Order is to provide labor and materials relating to revisions to site walls, railings and ramp between the employee-only courtyard and adjacent public plaza areas and the main entrance location in the Reed Street plaza.
- 349.13 Adopt a resolution authorizing execution of the Berks County Children and Youth Certification Statement for the FY 2013/2014 1st quarter for submission to the Pennsylvania Office of Children, Youth and Families.
- 350.13 Adopt a resolution ratifying, confirming and approving the signature of Christian Y. Leinbach, as Chair of the Board, executing the County's 2014 Action Plan and indicating approval by the Board of Commissioners; and further providing such assurances, certifications, contracts, agreements, and supplemental or revised data which the U.S. Department of Housing and Urban Development may request in conjunction with the Plan.
- 351.13 Adopt a resolution authorizing execution of the Lease Agreement between Brad Weisman, Sinking Spring, Pennsylvania and the County of Berks for office space situate at 1259 North 10th Street, Reading, Pennsylvania for use by Magisterial District Court 23-3-09 for a one (1) year term commencing January 1, 2014. This is one we are looking to move into a redevelopment site.
- 352.13 Adopt a resolution authorizing execution of the Management Services Agreement between the County of Berks and Complete HealthCare Resources for the furnishing of management services to the Berks Heim for a five (5) year term effective November 18, 2013. Carl Geffken commented the County negotiated a new Agreement which has reduced the expense for management services by about \$70,000.00 a year. Mr. Geffken stated we also

improved the indemnification language and have made us more partners in the management of the Heim.

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 November 12, 2013. Commissioner Leinbach reported there are 5 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated November 12, 2013 for week ending November 13, 2013 and the payment of electronic transfers and employee payroll.

Reports

1. County Treasurer Nelson Long, CPA did not attend the meeting. A prepared weekly Treasurer's report was submitted after the meeting.
2. The Controller's weekly report was presented by William Consugar, Manager of Accounting & Financial Report.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken announced on behalf of Debbie Olivieri, Election Services Director, the five day review period will begin tomorrow and end on November 21, 2013. Any candidate that has been nominated under a different name can accumulate those votes. Mr. Geffken mentioned the Election Board will be certifying the Election on November 27, 2013 at the Election Board Meeting.
2. Robert J. Patrizio reported there would be a follow-up discussion of the Colebrookdale Railroad, an update on Human Resources revised Cadillac tax projections and contract renewals on dental and short term/long term life insurance and vision coverage which have come in very favorably.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt had no additional comments today.

Commissioner Scott thanked Bob Patrizio, Carl Geffken, Alan Miller and Christine Sadler for their work on negotiating the Management Services Agreement for the Berks Heim, which saved significant money for the County. Commissioner Scott commented on an article he read in Barons magazine regarding the importance of acquiring long-term care insurance.

Commissioner Leinbach thanked all the people involved in the Veterans Appreciation Dinner held this past Saturday at Wilson High School, adding it was the best attended event to date. Commissioner Leinbach reported this morning he and his Assistant Mary Buerer and members of the Planning Commission, Parks Department and Berks County

Conservancy attended the Berks County Conservancy State of the Environment Breakfast where the speaker was Mr. Ken Finch, a fascinating speaker focusing on the benefits of playing as a child in the outdoors.

There being no further business, the meeting adjourned at 11:28 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk