

## **Commissioners' Board Meeting Minutes December 8, 2016**

The Berks County Board of Commissioners met in regular session on Thursday, December 8, 2016, 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 Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Mark C. Scott in attendance and Commissioner Leinbach present via telephone. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman and Chief Clerk Maryjo Gibson.

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

### **Approval of Minutes**

The minutes of December 1, 2016 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:
  - 358.16 Adopt a resolution authorizing 2016 Budget Transfers in the amount of \$156,142.00 and 2016 Appropriations in the amount of \$1,340.00 per listing dated December 6, 2016.
  - 359.16 Adopt a resolution authorizing execution of the Berks County Detectives Labor Organization 2017-2020 Contract. Commissioner Barnhardt thanked the Human Resources Department and outside professional legal counsel for bringing this matter to a close.
  - 360.16 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #16-44-KO a contract for Demolition Services for the Fire Training Center Water Tower as identified herein:  
**Lycoming Supply Inc.**  
801 Beeber Street  
Williamsport, PA 17701  
Total -Not to Exceed Amount - \$39,144.00
  - 361.16 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, a one (1) year contract as a result of ITB# 16-45-JRPB, Food Provisions Milk, to be utilized

by the Berks County Jail System, Berks County Residential Center and Berks Heim. In accordance with the agreement, unit prices shall be adjusted monthly based on the Pennsylvania Milk Marketing Board, Area 2 pricing, less quantity discount based on an aggregate delivery total of 1000 quarts and as follows:

**Clover Farms**

3300 Pottsville Pike

P.O. Box 14627

Reading, PA 19612

Line Items: 1,2,3,4,5,6,7,8,9,10,11,12,13

Estimated Annual Expenditure \$274,821.96

The County reserves the right to extend the contract for two (2) additional one (1) year terms upon mutual agreement of both parties in accordance with the terms of the contract governing the unit prices.

- 362.16 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute one (1) three (3) year contracts as a result of Request for Proposal (RFP) #16- 40-HS Legal Services for the Berks County Area Agency on Aging (“BCAAA”) as follows:

**Brumbach, Mancuso & Fegley, P.C.**

50 North Fifth Street

Suite 401, 4<sup>th</sup> Floor

M & T Bank Building

Reading, PA 19603

Service	Rate
Attorneys	\$175.00 per hour
Interpreters/Transcriptionists/Social Security Paralegals	\$75.00 per hour

The County reserves the right upon agreement of the Vendor to extend the contract for two (2) additional twelve (12) month terms. The cost per unit of service for any additional twelve (12) month period shall be negotiated between the County and the Vendor. Any increase in the cost per unit of services for any additional period is limited to the percentage increase provided in the County’s Regular Block Grant categorical allocation. The estimated annual expenditure for legal services for BCAA is \$40,000.

- 363.16 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, two (2) one (1) year contracts as a result of ITB# 16-43-JRPB, Food Provisions, Produce to be utilized by the Berks County Jail System, Berks County Residential Center and Berks Heim as follows:

**Scheid Produce, Inc.**  
316 Blue Rock Road  
Millersville, PA 17551

**Karetas Foods LLC**  
1012 Tuckerton Court  
Reading, PA 19605

Pricing for produce shall be quoted and awarded by the Purchasing Department to one vendor on a weekly basis. Awarded vendors shall submit quotes in accordance with the requirements identified within ITB #16-43-JRPB, awarded pricing will be firm for all deliveries occurring the following calendar week (Sunday-Saturday). The estimated annual spend for produce for County of Berks facilities is \$122,527.00.

- 364.16 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the letter of intent to renew the Lease Agreement between Berks Area Regional Transportation Authority ("BARTA") and the County of Berks for an additional three (3) year period beginning January 1, 2017. Commissioner Barnhardt commented this lease is for office space used by Berks County Veterans' Affairs Office.
- 365.16 Adopt a resolution authorizing execution of the Reciprocal Agreement between the County of Berks and Radio Maintenance, Inc., ("RMI") Reading, Pennsylvania.  
This Agreement assigns various pieces of equipment, owned by the County of Berks, used by the Berks County Department of Emergency Services, and located in and around Berks County that serves in the communication needs of numerous public safety and governmental organizations, to RMI, who will maintain and keep the equipment in good repair.
- 366.16 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the Agreement between the Animal Rescue League of Berks County, Inc. (ARL) and the County of Berks to provide for proper animal control and protect the health and safety of its citizens at a not to exceed cost of \$3,000.00, a service to be utilized by the Berks County Sheriff's Department.
- 367.16 Adopt a resolution authorizing the reappointment of Douglas F. Didyoung, Sinking Spring, Pennsylvania to the Berks County Municipal Authority for a five (5) year term expiring on January 2, 2022.

- 368.16 Adopt a resolution authorizing the appointment of Dr. Kristen Michele Sandel, Sinking Spring, Pennsylvania to the Council on Chemical Abuse Advisory Board to fill an unexpired term which will expire on December 31, 2018.
- 369.16 Adopt a resolution of the Board of Commissioners approving the Next Generation Farmer Loan Program financing in the total amount of \$400,000.00 for Lee J. and Jodi L. Gauker, 846 Fleetwood Lyons Road, Richmond Township.  
The Next Generation Farmer Loan Program provides financing to eligible next generation farmers to purchase land and other capital intensive assets to begin their agriculture enterprise through the Berks County Industrial Development Authority and the Greater Berks Development and the Central and Western Chester County Industrial Development Authority. The approval by Berks County shall not in any way pledge or obligate the credit or taxing power of the County of Berks, nor shall the County of Berks be liable for the payment of the principal of or interest on any obligation issued by the Central and Western Chester County Industrial Development Authority.
- 370.16 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the Catering Sales Agreement with DoubleTree by Hilton, Reading, Pennsylvania, to provide food for the Berks County Employee Breakfast at a not to exceed fee of \$1,500.00.
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 December 6, 2016. Commissioner Barnhardt reported there are 10 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated December 6, 2016 for week ending December 7, 2016 and the payment of electronic transfers and employee payroll.

### **Reports**

1. County Treasurer A. Dennis Adams, CPA, was absent. Commissioner Barnhardt read the prepared weekly Treasurer's report.
2. The Controller's weekly report was presented by County Controller Sandy Graffius.

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

Robert J. Patrizio reported there will be a final update to the 2017 proposed Budget and a presentation by Ken Pick for the demolition fund concept regarding blighted properties.

**REPORT OF CHIEF ADMINISTRATIVE OFFICER**

Ronald R. Seaman had nothing to report today.

**COMMISSIONERS' COMMENTS**

Commissioner Barnhardt reported at his quarterly meeting with the Director of Veterans Affairs he is pleased to report that prior to 2012 when the VA Office was located at North Campus, they saw about 700 clients, and now at the new location at the BARTA Transportation Center, they are seeing over 3,000 clients a year.

Commissioner Barnhardt reminded everyone to visit Holiday Lights at Gring's Mill; it has been voted the 11<sup>th</sup> Best Holiday Lights display in Pennsylvania.

Commissioner Scott commented he is happy to see Clover Farms, a local vendor, win the bid for milk supply to three County facilities.

Commissioner Leinbach reminded everyone tonight at the DoubleTree Hotel will be the 2<sup>nd</sup> Annual Peter Mayer Christmas Concert hosted by the Berks County Parrot Head Club that benefits Crime Alert Berks County, and more specifically the Blue Ribbon campaign honoring local law enforcement.

**COMMENTS FROM THE FLOOR**

There was no public comment from the floor.

There being no further business, the meeting adjourned at 10:18 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk