

Commissioners' Board Meeting Minutes December 10, 2015

The Berks County Board of Commissioners met in regular session on Thursday, December 10, 2015, 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 County Solicitor Christine M. Sadler, 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

Mr. Ben Rosenberger, Director of Financial Aid/Registrar at Reading Area Community College (RACC) presented information how RACC assists students in minimizing student loan debt as part of RACC's quarterly update. Mr. Rosenberger reported RACC has established steps and strategic initiatives such as an on-demand Financial Aid Lab Assistance Office that is open to anyone, not just to RACC students. Mr. Rosenberger commented RACC offers students many repayment options and likes to advise parents and students that when considering what college to go to you don't want your tuition costs to be much more than the job you go to school for would pay.

Approval of Minutes

The minutes of November 19, 2015 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:
 - 345.15 Adopt a resolution authorizing 2015 Budget Transfers in the amount of \$587,995.00 and 2015 Appropriations in the amount of (\$45,684.00) per listing dated December 7, 2015.
 - 346.15 Adopt a resolution authorizing Robert Patrizio, Chief Financial Officer, to execute the Application and Agreement Amendment to the Commercial Letter of Credit with Vist Bank in the face amount of \$100,000.00.
 - 347.15 Adopt a resolution authorizing Human Resources Recommendations per listing dated December 10, 2015 as

follows:

1. Authorize the appointment of Aaron Hengst to PC012861 Internal Auditor – Controller's Office, effective 12/30/2015. Rate of \$45,000/annually. Salary range Minimum \$38,641; Midpoint \$51,521; Maximum \$64,402. Replacement for Maria Rodriguez who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.
 2. Authorize the appointment of Mary Ertel to PC011097 Fiscal Officer – MH/DD, effective 12/30/2015. Rate of \$48,000/annually. Salary range Minimum \$37,687; Midpoint \$50,249; Maximum \$62,812. Replacement for Shelia Arnold who transferred. This request meets the criteria of the Hiring Policy. Budget 30142 – 25040.
 3. Authorize the appointment of James Gallagher to PC013142 Assistant County Solicitor – Solicitor's Office, effective 1/6/2016. Rate of \$45,000/annually. Salary range Minimum \$36,972; Midpoint \$49,296; Maximum \$61,620. New position created by Salary Board on 9/17/2015. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.
 4. Authorize salary increase for Tracy Evans, PC010059 Administrative Assistant – Area Agency on Aging, effective 7/1/2015. Rate of \$43,000/annually. Salary range Minimum \$31,109; Midpoint \$41,478; Maximum \$51,848. This request meets the criteria of the Hiring Policy. Budget 28000 – 23150.
- 348.15 Adopt a resolution authorizing approval of the following Human Resources Policy & Procedures effective January 1, 2016:
1. Evacuation Policy – Section 11.2
 2. Employee Health & Safety Policy – Section 11.8
- 349.15 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute a contract as a result of ITB# 15-26-JR, Oxygen, Medical Grade, Rebid for the Berks Heim as identified herein:
- Praxair Distribution**
5275 Tilghman Street
Allentown, PA 18104
Total Estimated Expenditure: \$28,804.20
- 350.15 Adopt a resolution authorizing the award and the Director of

Contracts and Procurement to execute a contract as a result of ITB# 15-25-KO for Emergency Bridge Repairs Contract: Equipment Rental, Material and Labor as identified herein:

DESCCO Design & Construction, Inc.

1 Willow Street Industrial Park

Fleetwood, PA 19522

Anticipated Annual Expenditure: \$82,701.80

- 351.15 Adopt a resolution authorizing execution of the Lease Agreement between the County of Berks and Opportunity House, Reading, Pennsylvania, to lease space on the 15th Floor, Berks County Services Center for a five (5) term beginning December 1, 2015 and ending December 31, 2020.
- 352.15 Adopt a resolution authorizing execution of the Engineering Services Agreement between the County of Berks and Elliott, LeBoeuf & McElwain, P.C., Springfield, Virginia, to perform the annual structural engineering evaluation at the Fire Training Center Burn Building at a not to exceed amount of \$4,150.00 including reimbursable expenses.
- 353.15 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute Change Order No. 01-31 to the Pyramid Network Services LLC contract in connection with the Berks County Public Safety Radio Project. This is a zero dollar (\$0.00) Change Order that sets forth the terms of the ongoing maintenance on the physical plant at the tower sites.
- 354.15 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute Change Order No. 01-32 to the Pyramid Network Services LLC contract in connection with the Berks County Public Safety Radio Project. This is a \$354,342.39 Change Order to install security camera hardware at the tower sites.
- 355.15 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the SAVIN Maintenance and Service Agreement between the Pennsylvania District Attorneys Institute and the County of Berks for the period January 1, 2016 through December 31, 2016.
- 356.15 Adopt a resolution authorizing Ryan Hunter, Director of Facilities and Operations, to execute Change Order No. 02 to the J.P.S. Construction Co., Inc., contract in regard to the Services Center Plaza Repairs Project. This Change Order is in the amount of \$28,600.00 and is to furnish labor and materials for removal, repair and reinstallation of 228 linear feet of ornamental railing

on the western plaza of the County Services Center, and has been reviewed and endorsed by the Project Engineer.

Commissioner Leinbach commented this change order is for work recently done. Commissioner Leinbach mentioned the paint on the railing is blistering, and the County has followed up with the Bond and the Bond will be enforced.

- 357.15 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the PROMISE™ Provider Enrollment Base Application to the Pennsylvania Department of Human Services (“DHS”) for Berks Heim’s Medical Assistance Provider Agreement. DHS is requiring all providers to revalidate their Agreement to remain in the Medical Assistance Program.
- 358.15 Adopt a resolution ratifying, confirming and approving execution of the Settlement Agreement and Release of Claims between the Pennsylvania Fish and Boat Commission, Harrisburg, Pennsylvania and the County of Berks which sets forth the cost share arrangement, obligations and liabilities regarding the *gate valve repair* located at Kaercher Creek Lake, Windsor Township, Berks County, Pennsylvania.
Commissioner Leinbach reported the County has been working on this for a long time and recognized Commissioner Barnhardt for his work in encouraging a common sense approach that seems to have worked.
- 359.15 Adopt a resolution authorizing the reappointment of Robert Kopfer, Fleetwood, Pennsylvania, as Farmer Director, to the Agricultural Land Preservation Board for a three (3) term expiring December 30, 2018.
- 360.15 Adopt a resolution authorizing the appointment of Jessica Bauer, Mohnton, Pennsylvania to the Berks County Public Library System for a three (3) year term expiring December 31, 2018.
- 361.15 Adopt a resolution authorizing the appointment of Wilson Balthaser as Township Supervisor Director, Bernville, Pennsylvania to the Berks County Agricultural Land Preservation Board for a three (3) year term expiring December 31, 2018.
The original language on the Agenda listed this as a reappointment. Commissioner Leinbach commented it is an appointment.
- 362.15 Adopt a resolution authorizing the appointment of Gwendolyn F. Didden, Wyomissing, Pennsylvania to the Berks County Children and Youth Services Advisory Board for a three (3) year term expiring December 31, 2018.

- 363.15 Adopt a resolution authorizing the reappointment of Sherry Camelleri, Reading, Pennsylvania to the Berks County Children and Youth Services Advisory Board for a three (3) year term expiring December 31, 2018.
- 364.15 Adopt a resolution ratifying, confirming and approving Christian Y. Leinbach, Commissioner Chair, to execute the Engagement Letter with Alston & Bird, LLP, Sacramento, California, to provide legal services in filing an Amicus Brief with the U.S. Supreme Court on behalf of the County of Berks in the *American Farm Bureau Federation v. EPA* case concerning the Chesapeake Bay Watershed. The County will not be responsible for fees or costs associated with the preparation and filing of the Brief.
- 365.15 Adopt a resolution in accordance with the Memorandum of Understanding between the County of Berks and Adopt An Acre, Inc. ("AAA") dated June 23, 2009, authorizing and approving the County of Berks to be a Co-Grantee along with AAA, for property owned by Charles and Margaret DeBoeser (PIN 4470-00-83-2297), Penn Township. A preservation of agricultural conservation easement on this parcel is consistent with the Berks County Comprehensive Plan.
- 366.15 Adopt a resolution authorizing the reappointment of Christian Y. Leinbach as Commissioner Director to the Berks County Conservation District Board for a one (1) year terms expiring December 31, 2016.
- 367.15 Adopt a resolution authorizing the reappointment of Kevin S. Barnhardt, South Heidelberg, Pennsylvania, to the Berks Area Regional Transportation Authority and the South Central Transit Authority for a five (5) year term expiring December 31, 2020.
- 368.15 Adopt a resolution to support and participate in the new initiative launched by NACo, the Council of State Governments Justice Center and the American Psychiatric Foundation, in partnership with the U.S. Justice Department's Bureau of Justice Assistance called *Stepping Up: A National Initiative to Reduce the Number of People with Mental Illness in Jails*. The initiative will provide assistance to counties that want to see better results in diversion, reduced recidivism and recovery for people with mental illness by drawing on the expertise and experiences of state and local policymakers, criminal justice and behavioral health professionals and individuals with mental illnesses and their families. Commissioner Barnhardt commented that this is a national initiative by NACo to find alternatives to those in the criminal

justice system with mental illness and who don't really belong in the jail system. Commissioner Barnhardt reported last month A Cross Systems Mapping Group convened, sponsored by the Pennsylvania Commission on Crime and Delinquency's Center of Excellence, to identify, review, develop and implement plans to reduce adults entering the jail system with mental illness. Commissioner Barnhardt will keep the Board updated on the progress.

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 8, 2015. Commissioner Leinbach reported there are 18 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated December 8, 2015 for week ending December 9, 2015 and the payment of electronic transfers and employee payroll.

Reports

1. County Treasurer A. Dennis Adams, CPA was unavailable to attend today, but submitted a prepared weekly Treasurer's report and was read by Commissioner Leinbach.
2. The Controller's weekly report was presented by County Controller Sandy Graffius. Ms. Graffius provided information on a report her office has obtained showing monies that are being held from Berks County for some agencies such as Aging, Drug & Alcohol, JPO, APO and Human Services resulting from the State Budget impasse currently totals \$22,677,021.98.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken reported that County's cash position is down \$17.7 million from this time last year. Mr. Geffken commented that the Lease with Opportunity House on the 15th Floor is for the Children's Alliance Center as they work very closely with the District Attorney's Office and Children & Youth Services. Mr. Geffken reminded the audience to visit Holiday Lights at Gring's Mill.
2. Robert J. Patrizio reported the Board will receive an update on revisions and modifications to the proposed 2016 Budget that will be adopted next week.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt had no additional comments.

Commissioner Scott had no additional comments.

Commissioner Leinbach commented the past couple of days he and his Executive Assistant Mary Buerer have been going around and visiting all the departments that are participating in the County Tree Decorating Contest. He is very impressed with the excitement and efforts of the employees. Commissioner Leinbach thanked Amanda Carroll for putting this together.

Commissioner Leinbach commented last week we had good news on the national front. NACo has been working hand in hand with Congress and the White House to get a long term transportation bill passed, and finally last week Congress passed the Bill, and it does not raise the Federal gasoline tax and is fully funded for five years.

Commissioner commented on a matter discussed at a recent Board Meeting called "Safe and Secure" dealing with pre-trial issues. It was presented by a President Judge from Mesa County, Colorado, who adopted a new program to replace bail bonding to something called 'Personal Recognizance'. Commissioner Leinbach would like to follow-up with our Public Defender, District Attorney, Prison Board and the need to look at this issue more closely in Berks County.

There being no further business, the meeting adjourned at 10:50 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk