

Commissioners' Workshop Meeting Tuesday, November 28, 2006

I. CALL TO ORDER:

The Berks County Board of Commissioners met in regular session on Tuesday, November 28, 2006 at 10:30 A.M. in the thirteenth floor Board Room of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Chair Judith L. Schwank called the meeting to order with Commissioner Thomas W. Gajewski, Sr., and Commissioner Mark C. Scott in attendance. Also present were County Administrator, William E. Dennis, Solicitor Alan Miller Esq. and First Assistant Solicitor, Christine Sadler Esq., and Chief Clerk Terry Styer.

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

II. PUBLIC HEARING

Presentation and review of the proposed Penn Avenue Tax Increment Financing Plan was given for the project known as the Penn Avenue Tax Increment District by Ken Pick, Director of Community Development, Commissioner Gajewski, and Mr. Edward Geubtner from the firm of Millin & Longeran Associates, Inc. Ken described the site proposed for the Tax Increment financing as the former Penn View Motel Tract consisting of 2.14 acres that, if approved and implemented, would be used to borrow the \$2.5 million as part of the redevelopment of the entire Penn Avenue Tax Increment District which was also depicted on a map of the involved area. Mr. Pick explained that this project was brought to the attention of the Redevelopment authority by Commissioner Scott approximately 5 or 6 years ago in recognition of West Reading Borough's Main Street improvements project. He also stated that along with the approval of the Commissioners, the TIF proposal has received approval of the other taxing entities including West Reading Borough and the Wyomissing School District. Commissioner Gajewski indicated that the revenue expected from business privilege taxes and earned-income taxes resulting from this redevelopment project should make up for the lost real estate tax revenue. Following several comments from the Commissioners, the regular meeting resumed.

III. PRESENTATION

Controller Sandy Graffius presented an outline depicting the history and the proposed future schedule for purchasing and implementation a countywide enterprise financial management system which would replace the 1991 financial program currently utilized by county staff and as explained by the Controller, supplemented by various other programs that many departments required to provide the type of reports they are required to submit to the State and Federal Government.

Controller Graffius presentation continued:

She explained that her staff began the overview of various governmental financial packages early in 2005, and development of many levels of planning and review, with the ultimate assistance of a team of experts from the GFOA (Government Finance Officers Association) to assist with the final development of an RFP, the first of which she said appeared in today's Reading Eagle. She explained the proposed 2007 Capital Budget plan includes this proposed project and expects to request Commissioners approval for the responders to the RFP during the spring of 2007. Commissioner Gajewski objected to the placing an RFP on the street without Commissioner's approval. Controller Graffius responded that she was following normal procedure of the County's Purchasing Manager who would present the results of the RFP and a recommendation to award to the Commissioners after the vendors have responded to the request for bids. Commissioner Scott indicated that discussions regarding a need for this kind of financial package have been ongoing for a decade.

IV. DEPARTMENTAL REPORTS / REQUESTS:**Budget Department:**

- A. Adopt Resolution authorizing 2006 Budget Transfers in the amount of \$41,096 and Appropriations of \$106,929. Bob Patrizio, Budget Director, presented the report.
- B. Motion authorizing execution of Contract Agreements/ Amendments as furnished by the Contract Coordinator, per attached listing dated November 27, 2006. Kelly Laubach, Purchasing Manager, presented the list of contracts.

CareerLink

- A. Adopt Resolution to award a contract to operate an Out of School Youth program in partnership with the Pennsylvania CareerLink ~ Berks County to the following service provider: ARBOR E & T, Inc. 220 N. Jackson Street, Media. The amount of the proposed contract budget for the 18-month contract period beginning January 2, 2007 and ending June 30, 2008 is \$525,000. This contract is 100% Federally funded. Alan Fineman Fiscal Manager described the two vendors responding to the RFP and requested approval to award the contract to this vendor.

Human Resource Director:

- A. Human Resource Recommendations per list dated November 28, 2006. Beth Schiepan discussed seven of the eight items on the list and asked First Assistant Solicitor Sadler to describe the request involving a stipend for the Controller.

Human Resource continued:

First Assistant Sadler explained that this request is primarily a housekeeping issue. She said that many years prior to this board, a decision was rendered to allocate an additional \$5,000 to the Controller as that position also served additional functions for the Retirement Board. With the previous Controller, the amount was reduced to an annual fee of \$1,500 however it was not made clear that the additional stipend was not to be included in the percentage increases to the base salary of the Controller over the years. She explained that in order to correct this oversight, it was proposed to remove the \$1,500 from any future percentage increases approved by the Commissioners at their bi-annual meeting setting the salaries of elected officials.

Parks

- A. Adopt Resolution authorizing Bill Semmel Parks Director to file a grant application to the PHMC (Pa Historical and Museum Commission) for a matching grant in the amount of \$16,742 to contract with John Milner Assoc. in association with Keast & Hood Company to provide consulting services in the development of a plan for restoration of the Gruber Wagon Works. Cathy Wegener, Director of Interpretive Services presented information on this matching grant application and explained that the County's match will be \$8,371.

Solicitor

- A. Resolution authorizing tax forgiveness including any interest and penalty for all outstanding County taxes for the year 2006 for the Spanish Church of God located at 123-125 North 6th Street, Reading, property ID 07-5307-83-5043.
- B. Resolution authorizing tax forgiveness including any interest and penalty for all outstanding County taxes for the year 2006 for the Lighthouse Community Church and Academy for property located at 5 Penn Street, Lyon Station, property ID 60-5452-14-34-7831.

IV. REPORTS OF COMMISSIONERS:**Commissioner Schwank**

- A. Adopt resolution to send the nomination of John Bicksler, Bethel PA to the State Conservation Commission to be reappointed as a Farmer Director serving on the Berks County Conservation District Board of Directors for an additional four year term ending 12/31/2010. As required by the State Conservation Law Mr. Bicksler's reappointment was recommended by the Pine Creek Valley Watershed Association and the Berks County Ag. Land Preservation Board.

Commissioner Schwank continued:

- B. Adopt Resolution to reappoint Charles Jones to the Berks County Solid Waste Authority for a four year term ending 12/30/2010.
- C. Adopt Resolution to reappoint William Evans to the Berks County Solid Waste Authority for a four year term ending 12/30/2010.

Commissioner Gajewski

Announced that he received an email from Tilden Township confirming their intent to participate in the DCED regional police study for the Hamburg area.

Commissioner Scott

Read a proclamation written by George Washington for Thanksgiving as reprinted in the Manchester, NH newspaper on Thanksgiving Day.

V. PROCLAMATION

Commissioner Gajewski presented a Proclamation proclaiming December as Safe and Sober Holidays Month. Kristen Stubbeltine representing the Community Prevention Partnership accepted the Proclamation

There being no further business the meeting adjourned at 11:43.

Respectfully Submitted,

Terry L Styer, Chief Clerk