

**Commissioners' Workshop Meeting
Tuesday, December 11, 2007**

I. CALL TO ORDER:

The Berks County Board of Commissioners met in regular session on Tuesday, December 11, 2007 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 Thomas W. Gajewski, Sr. called the meeting to order with Commissioner Mark C. Scott in attendance. Also present were County Administrator, William E. Dennis, Solicitor Alan Miller Esq., and Chief Clerk Terry Styer. Commissioner Chair Judith L. Schwank arrived at 11:25 AM.

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

II. PRESENTATION

Peter T. Edelman, Esq. presented a request for adoption of an Ordinance authorizing the execution a Guarantee Agreement renewal for a Line of Credit by the Berks County Industrial Development Authority with Fulton Bank.

III. DEPARTMENTAL REPORTS / REQUESTS:

Administrator:

- A. County Administrator Bill Dennis presented his weekly report and asked George Kovarie, Director of Children and Youth Services and Beth Schiepan Human Resources Director to discuss the County's recent meeting with the Department of Public Welfare where the county's intention to separate from the State Civil Service Commission was presented.

Budget Department:

- A. Adopt Resolution authorizing 2007 Budget Transfers in the amount of \$280,231.04 and 2007 Appropriations in the amount \$ 1,898,582 per listing dated December 7, 2007.
- B. Motion authorizing Judith L. Schwank, as Chairman of the Board, to execute Contract Agreements/ Amendments as furnished by the Contract Coordinator, per attached listing dated December 7, 2007.

Human Resource Director:

- A. Human Resource Recommendations per list dated December 11, 2007. Beth Schiepan, Director of Human Resources presented the recommendations and discussed the two proposed HR Policies listed on today's agenda. She then discussed a new initiative being planned with Kutztown University for a Masters of Public Administration course for County Employees interested in attending courses which will be offered at the Ag. Center rather than at the University.
- B. Adopt resolution to approve two new policies: Employment Process Policy and Tuition Assistance Program (M/C).

Solicitor

- A. Resolution authorizing tax forgiveness for 2007 County taxes for Parcel ID No. 73-5334-20-90-7057 owned by Robeson Township in the amount of \$86.69 including all penalties and interest

Commissioner Schwank made a motion, seconded by Commissioner Scott and all voted unanimously to approve the following:

- 339.07 A. Resolution ratifying, confirming and approving execution by the Berks County Board of Commissioners of two (2) Conservation Easements between the County of Berks and:
 - 1. Edward A. Burger and Joan H. J. Burger, 51 Mine Road, Pike Township ID 5470 0023 7565)
 - 2. Stratton C. Capiotis and Debra L. Capiotis, 105 Mine Road, Pike Township (ID 5470 0012 4290)

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

Commissioner Schwank noted that for medical reasons she will be unable to attend the balance of the Commissioners meetings for the year. She will be available by telephone if needed for a vote.

Commissioner Gajewski

- A. Resolution authorizing the Berks Heim Volunteer Services Board to enter into an agreement with Telecommunications of West Reading to provide a fund raising advertising book.
- B. Resolution authorizing the payment of \$625,000 for the purchase of land and the building of an amphitheater under certain conditions. Commissioner Scott expressed concern over the ownership and operation of this property and feels that a long term strategy is needed. Commissioner Schwank expressed her support for the project but was in agreement with the others in holding the resolution for a vote until next Tuesday's meeting.

Commissioner Scott

- A. Resolution to appoint Nelson Simonson, Wernersville, PA to a vacant 2 year term on the Berks County Office of Aging Advisory Council. Mr. Simonson's term will end 12/31/2009.
- B. Resolution to appoint Janice Fetrow-Stewart, Reading, PA to a vacant 2 year term on the Berks County Office of Aging Advisory Council. Ms. Fetrow-Stewart's term will end 12/31/2009.

Miscellaneous Business

Bill Dennis took this opportunity to thank both Commissioners Schwank and Gajewski for their service.

There being no further business the meeting adjourned at 11:50 AM.

Respectfully Submitted,

Terry L Styer, Chief Clerk