

## **Commissioners' Workshop Meeting Tuesday, March 2, 2010**

### **I. CALL TO ORDER**

The Berks County Board of Commissioners met in regular session on Tuesday, March 2, 2010 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 Mark C. Scott, Esq. called the meeting to order with Commissioner Christian Leinbach, and Commissioner Kevin Barnhardt in attendance. Also present were Solicitor Alan Miller Esq., Chief Operations Officer Carl W. Staples, and Chief Clerk Terry Styer.

Commissioner Scott opened the meeting with a moment of silence and the Pledge of Allegiance to the Flag and announced that the board met in executive session on Monday March 1, 2010 for personnel matters.

### **II. DEPARTMENTAL REPORTS / REQUESTS:**

#### **Budget Department**

- A. Adopt a resolution authorizing 2009 Budget Appropriations in the amount of \$26,540, 2010 Budget Transfers in the amount of \$ 28,105 and 2010 Budget Appropriations in the amount of \$ 22,180 per listing dated February 26, 2010.
- B. Adopt a resolution approving the reimbursement of County General Fund expenses related to capital improvements to the emergency 911 system (among other expenses) with the proceeds of one or more series of General Obligation Bonds proposed for future issuance by the County of Berks.

#### **Court Administration**

- A. Adopt a resolution authorizing execution of a grant agreement on behalf of the Court of Common Pleas, Berks County with the PA Department of Community and Economic Development (DCED) Community Revitalization Assistance Program thus approving an \$80,000 payment under grant contract currently numbered #C000037526 for the costs incurred by the county from July 1, 2008 and June 30, 2011 intended to fund year three of this three year grant program. Criminal Justice Advisory Board Coordinator, Tim Daley was present to discuss this program.

Community Development

- A. Motion to approve payments set forth on disbursement voucher list # 2406 for the Community Development Block Grant Program, #2408-PA-HPRP for the Homelessness Prevention & Rapid Re-Housing Program and #2407 HPRP for the Emergency Shelter program as administered by the Berks County Community Development Office.

Human Resources

A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach and all voted yes to approve the following resolutions:

- 75.10 A. Resolution approving the Human Resource Recommendations per list dated March 2, 2010
- 76.10 B. Resolution adopting a policy change regarding health insurance eligibility for management/confidential and detective new hires effective February 1, 2010.
- 77.10 C. Resolution adopting revised administrative guidelines for the Berks County Jail First Line Supervisors effective March 3, 2010.

Purchasing

- A. Adopt a resolution approving the recommendation to award and Deputy Director of Contracts and Procurement to execute as a result of Invitation to Bid #09-17-3431-KS, a one year contract to supply gasoline via fuel cards as identified herein. The award shall be made to the following vendor:

Penn Pride, Inc.  
 1248 Wayne Street  
 Reading, PA 19601-1726  
 Fixed Overhead - .090  
 Estimated Annual Expenditure \$218,581.62

1	2	3	4	5
Item	Quantity	Fixed Overhead	Price/Gal.*	Extended Price
87 Octane	88,450 gal.	\$0.090	\$2.1041	\$186,107.64
92 Octane	1,700 gal.	\$0.090	\$2.2852	\$3,884.84
Diesel Fuel	13,550 gal.	\$0.090	\$2.1099	\$28,589.14
Total Amount of Bid				\$218,581.62

**Purchasing continued:**

The amount noted in column three represents the fixed rate of overhead, which will be added to the Oil Price Information Service (OPIS), Daily 10:00 AM 1st Updated File Report for Sinking Spring, PA Gross Ethanol (10%) Prices Unleaded (87 Octane) and Premium (92 Octane) Rack Average and the Distillate Prices for No. 2 (Diesel) Ultra Low Sulfur Rack Average price to calculate the total price per gallon. The total price per gallon will be adjusted daily to reflect the OPIS price.

\*This price reflects the published OPIS price of February 1, 2010 plus the fixed rate of overhead as noted herein. This figure was used to calculate the amount of the contract. The number of gallons is estimated based upon previous contract usage as outlined in the chart herein, therefore resulting in an estimated annual expenditure of **\$218,581.62.**

- B. Adopt a resolution approving the recommendation to award and Deputy Director of Contracts and Procurement to execute as a result of Invitation to Bid # 10-01-10429-AO a one year contract for Incontinent Pads, Washable for the Berks Heim as identified herein.

Harbor Linen  
 PO Box 3510  
 Cherry Hill, NJ 08034  
 Unit Price: \$48.10

Item Description	Estimated Quantity dozens	Unit Price	Estimated Annual Expenditure
Incontinent Pads, Washable	270	\$ 48.10	\$ 12,987.00

As per the Invitation to Bid, the County may extend the contract for two additional one-year terms provided the respective vendor agrees to hold the bid pricing fixed and firm.

Maria Ballas, Deputy Director, Purchasing Department attended the meeting noting that the fixed overhead price for the gasoline was down from \$.10 last year and the bid for pads were down from \$51.68 in 2009.

**III. REPORTS OF COMMISSIONERS**

**Commissioner Barnhardt**

**Commissioner Leinbach**

**Commissioner Scott**

Non-consent

Commissioner Barnhardt proposed a letter of support to the State Department of Corrections for their submission of a grant with the U.S. Department of Justice, Bureau of Justice Assistance applications for fiscal year (FY) 2010 for the alternative housing and programming of technical parole violators under the Second Chance Act funding program. He explained that the intent of the State Department of Corrections is to utilize these grant funds for the cost to transfer and house eligible state inmates at three County Jail facilities.

Following the comments of concern offered by Commissioner Leinbach, a motion was made to approve the submission of this support letter with the caveat that the endorsement of this grant does not obligate the county to provide bed space for State inmates without the development of an agreement between the Department of Corrections and the County which will ensure adequate financial reimbursement and assurance of success for the Community Re-entry Program's overall strategic plan.

Commissioner Barnhardt also added that the Warden will always maintain the right to turn down any State inmate or parolee and will ensure that any applications from the State for their inmates to be transferred to the Berks County Jail system and into the Community Re-entry Center will first need to pass the Level of Service Inventory (LSI) test. He explained that this is the same testing requirement that has been put in place for Berks County Jail inmate's entry into the CRC program. He added that most if not all state inmate transfers to the Berks County Jail system are Berks County residents. Hearing that additional consideration, the motion to approve this letter was seconded by Commissioner Barnhardt and all voted yes to approve.

There being no further business the meeting adjourned at 11:07 AM.

Respectfully Submitted,

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Terry L. Styer, Chief Clerk