

Operations Meeting Minutes May 19, 2020

Pursuant to due notice to Board members and the public the Operations meeting was held via Microsoft Teams Live at 9:30 a.m..

Participating were Commissioner Chair Christian Y. Leinbach, Commissioner Kevin S. Barnhardt, Commissioner Michael S. Rivera, Executive Assistants Mary Buerer, Jessica Blausner and Barbara Lopez, Chief Administration Officer Ronald R. Seaman, County Solicitor Christine M. Sadler, Human Resources Director Jessica Weaknecht, and Maryjo Gibson, Chief Clerk. Also participating were Row Officers, Sheriff Eric Weaknecht, Treasurer A. Dennis Adams, Recorder of Deeds Mary Kozak, Prothonotary Jonathan DelCollo and County Controller Sandy Graffius; and Heather Berger, Application Specialist & Trainer and Producer, Lori Schneider, Implementation Specialist, Tim Smith, Enterprise Manager.

Commissioner Leinbach noted only questions/comments related to a specific Agenda item will be accepted.

1. Security Discussion –

- a. Commissioner Leinbach reported there was concern expressed by Karla, SGI, that the Sheriffs are going to take their job. Commissioner Leinbach said this is a rumor and is not going to happen and is not being proposed.

- b. Chris from SGI is working off a 2015 set of Commissioner Security guidelines, which does not seem to be the same guidelines as the Sheriff's Department is using.
Because of the confusion over what procedures SGI and the Sheriff's Department should be using, and to make sure that SGI and County employees are following the same procedures, and to hold visitors and employees accountable to the same rules, the Commissioners directed HR to review and update the 2015 Security Guidelines.
Commissioner Barnhardt motioned to have the 2015 Commissioners' Security Guidelines reviewed and revised as necessary. Said motion was seconded by Commissioner Rivera. Said motion carried.

- c. Another issue is that SGI will only take a gun from an employee, not other contraband such as knives.
Commissioner Rivera asked if there is a list of what is not allowed into the facilities and if it is being enforced.
Commissioner Leinbach said there is a list of items that are prohibited and should be confiscated, this issue should be addressed in the policy.

2. Board of Assessment - Ed Stock, Solicitor for the Berks County Board of Assessment Appeals, is requesting the Commissioners extend the date to file regular Assessment Appeals from August 15, the date previously established by the Board of Commissioners, to September 1st (the latest date allowed by law) for regular appeals for this year only, to be effective for 2021. The Board agreed, and Commissioner Leinbach asked if there was a motion. Commissioner Barnhardt motioned to extend the date to file regular Assessment Appeals from August 15 to September 1, 2020. Said motion was seconded by Commissioner Rivera. Said motion carried.

From the Floor:

1. Commissioner Barnhardt had an actionable item involving a Human Resource matter involving an inquiry he received from staff at the Berks Heim concerned with incentive pay deadline of May 31. Commissioner Barnhardt said because the furlough date has been extended to June 30, 2020 he suggests extending the incentive pay to June 30 for the nursing home staff. Commissioner Leinbach agrees it should be extended to June 30, and asked for a motion. Commissioner Barnhardt motioned to extend the incentive pay for Berks Heim staff from May 31 to June 30, 2020. Said motion was seconded by Commissioner Rivera. Said motion carried.
2. Commissioner Barnhardt reported that County owned Ebling Bridge in Muhlenberg Township, is currently being repaired and eventually will be transferred to Muhlenberg Township when complete. It has been determined the water main and sewer lines, owned by the Muhlenberg Township Authority (“MTA”), must be relocated, and this will be a huge expense and MTA does not have funds to cover this expense. Commissioner Barnhardt suggested the County use funds from the \$5 registration fee to pay for the costs up front then bill MTA for ½ the amount, and asked if his colleagues approve of him reaching out to MTA with this proposal. Commissioner Rivera thinks a conversation should be had with MTA. Commissioner Leinbach agrees to have the conversation and the bridge should be in good shape when we turn it over to Muhlenberg Township. Commissioner Leinbach asked for a motion. Commissioner Rivera motioned that Commissioner Barnhardt and Alan Piper have a discussion with members of the Muhlenberg Township Authority to pursue an agreement with MTA to reimburse the County up to half the costs of relocating the water and sewer lines at Ebling Memorial Bridge in Muhlenberg Township. Said motion was seconded by Commissioner Barnhardt. Said motion carried.

3. Commissioner Leinbach commented these weekly operations meetings improve overall communication within County government, and gets work done.

Questions/Comments: None

The call ended at 9:54 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk