

Budget/Operations Meeting Minutes

March 12, 2020

The Berks County Board of Commissioners met in regular session on Thursday, March 12, 2020, at 2:00 P.M. in the Commissioners' Boardroom, 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 Michael S. Rivera in attendance. Also present were County Controller Sandy Graffius, County Treasurer Dennis Adams, County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman, Chief Financial Officer Robert Patrizio, Chief Clerk Maryjo Gibson, First Assistant County Solicitor J. Chadwick Schnee and Deputy/Interim Director of Facilities and Operations Matthew Salkowski. Present from the public was Katherine Hetherington Cunfer, Greater Reading Chamber Alliance and John Savant, Reading-Berks Association of Realtors.

The following items were discussed:

1. WSK Associates - Consulting Services Berks County Courthouse/Services Center, Coroner and Archive Office
Mr. Seaman reported the County's original contract with WSK & Associates has ended concerning the Courthouse Security project, and with implementation of the new securing system, will occasionally need technical assistance in implementing the system. In that regard, Mr. Seaman presented a proposal from WSK & Associates to provide technical consulting services to assist the County during installation of the system. Mr. Seaman said services will be provided on an hourly basis, not to exceed 40 hours and \$10,000. After a brief discussion, the Commissioners directed Mr. Seaman to proceed with engaging WSK & Associates.
2. Parking Garage Overhead Door proposal for replacement of rolling grill gates in the Services Center parking garage.
Matthew Salkowski, Deputy/Interim Director of Facilities and Operations.
Mr. Salkowski reported the rolling grille gates located at the entrance and exit of the parking garage are not functioning and must be replaced. Mr. Salkowski presented a proposal from Overhead Door Company of Reading to replace the gates. After a brief discussion, the Commissioners directed Mr. Salkowski to proceed with engaging Overhead Door.
3. Federal B.U.I.L.D. – In attendance were David Hunter, Executive Director of the Berks County Planning Commission, and the following Planning staff; Alan P. Piper, Transportation Planner III and Ashley Showers, Assistant Director.
Mr. Hunter reported the Planning Commission is interested in submitting an application for the Better Utilizing Investments to Leverage Development

(B.U.I.L.D.) grant for \$8 million dollars from the U.S. Department of Transportation dollars for road and bridge work in Berks County.

Mr. Piper talked about the timeline and approximately how much money would be needed for specific projects in Berk County. Because this grant is very competitive, and in order to assist the County in completing the B.U.I.L.D. grant application, the Planning Commission is asking for Commissioner approval to hire Econsult Solutions, Inc. (ESI). Mr. Piper also noted he is applying for a portion of the \$78 million project. The Commissioners approved the Planning Commission engaging ESI, with the condition the proposal be modified to include language that if the first application is denied, ESI would assist the County in resubmitting at no additional charge.

4. A discussion was held on the steps the County is currently taking to address the Coronavirus. In addition to the Commissioners and their Executive Assistants, in attendance for the discussion was Mr. Seaman, Mr. Gottschall, Ms. Sadler, Mr. Schnee, Mr. Patrizio, Ms. Graffius, Mr. Adams.

Mr. Seaman reported as a result of the Department Head meeting held Tuesday, he has received a number of initiatives and proposals from both department heads and elected official on what steps they are taking or would like to take to handle public access to County facilities. Of most concern was the Berks Heim and Jail. It was recommended for the present time the Jail abide by the procedure being set by the Pennsylvania Department of Corrections.

It was recommended to advise Stephanie Shirk, Penn State Extension, that until further notice, all Ag Center events are cancelled involving outside individuals, and the Auditorium is closed for any purpose until further notice.

It was also decided that the Brian Gottschall be designated to do the following, 1) author a public statement from the Commissioners, 2) act as spokesperson for the County, and 3) let the Commissioners know what resources he will need to carry out emergency functions.

It was also decided to cancel all non-essential public events until further notice.

There being no further business, the meeting adjourned at 5:10 P.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk