

**COUNTY OF BERKS
COMMISSIONERS' BOARD MEETING AGENDA
October 15, 2020**

Christian Y. Leinbach, Commissioner, Chair
Kevin S. Barnhardt, Commissioner
Michael S. Rivera, Commissioner
Christine M. Sadler, Esq., County Solicitor
Ronald R. Seaman, Chief Administrative Officer
Maryjo Gibson, Chief Clerk

NOTICE: Anyone who wishes to comment on a printed agenda item prior to official action being taken must make that known to the Chair or the Chief Clerk in advance.

CALL TO ORDER – 10:00 A.M.

Observe a moment of silence followed by the Pledge of Allegiance to the Flag led by Christian Y. Leinbach, Commissioner Chair.

BERKS COUNTY COVID-19 DATA REPORT – Brian Gottschall, Director of Berks County Department of Emergency Services

APPROVAL OF MINUTES

Approve the minutes of the October 8, 2020 Commissioners' Meeting and October 13, 2020 Operations Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

AGENDA ITEMS

1. Authorizing:

Budget Department

- 360.2020 A. Adopt a resolution authorizing 2020 Budget Transfers in the amount of \$2,711,645 and 2020 Appropriations in the amount of \$2,027,145 per listing dated October 12, 2020.

Human Resources

- 361.2020 A. Adopt a resolution authorizing Human Resources Recommendations per listing dated October 15, 2020 as follows:
1. Authorize the appointment of Matika Palmer to PC013427 Fiscal Coordinator – Workforce Development Board, effective 10/28/2020. Rate of

\$45,000/annually. New position created by Salary Board on 03/05/2020. Salary range Minimum \$33,927; Midpoint \$45,236; Maximum \$56,545. This request meets the criteria of the Hiring Policy. Budget 25000 – 26660.

2. Authorize the appointment of Steven Mannino to PC013191 Veterans Affairs Education and Benefits Outreach Coordinator – Veterans Affairs Department, effective 11/18/2020. Rate of \$15.60/hour. Replacement for Robert Melson who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 16030.
 3. Authorize the transfer of Philip Salamone from PC012450 Part-time HazMat Operations to PC012339 Full-time Special Operations and Projects Officer – Department of Emergency Services, effective 10/28/2020. Rate of \$52,800/annually. Salary range Minimum \$45,953; Midpoint \$61,271; Maximum \$76,589. Replacement for Matthew Eshenaur who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 16020.
- 362.2020 B. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Pittsburgh Business Group on Health Employer Member Application 2021 for participation in the Prescription Drug Consortium.
- 363.2020 C. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the renewal rates summaries for Capital Blue Cross effective January 1, 2021 through December 31, 2021.

Commissioner Rivera

- 364.2020 A. Adopt a resolution authorizing the reappointment of Jonathan Encarnacion, Reading, Pennsylvania, to the Berks County Mental Health/Developmental Disability Advisory Board for a three (3) year term expiring December 31, 2023.

Commissioners

- 365.2020 A. Adopt a resolution ratifying, confirming and approving Christine M. Sadler, County Solicitor, execution of the letter agreement for Consultation and Testimony Services with CGL Companies, LLC, regarding Jail staff arbitration.

- 366.2020 B. Adopt a resolution authorizing Cathy Wegener, Director of Berks County Parks and Recreation, to execute the Application for Annual Burning Permit for the Angora Fruit Farm.
- 367.2020 C. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the USDA Animal and Plant Health Inspection Service Wildlife Services form.
- 368.2020 D. Adopt a resolution ratifying, confirming and approving execution by the Board of Commissioners of the following three letters of support for grant applications for the Colebrookdale Railroad:
1. DCED Multimodal Transportation Fund for Boyertown Train Yard.
 2. PennDOT Multimodal Transportation Fund for Boyertown Train Yard.
 3. PennDOT Multimodal Transportation Fund for Pottstown's Memorial Park and the Steel River Station connectivity project.
- 369.2020 E. Adopt a resolution authorizing Ronald R. Seaman, Chief Administrative Officer, to execute any and all grant agreements awarded under the Berks County Small Business Restart Grant Program and the Berks County CARES Grant Program utilizing CARES Act funds.
- 370.2020 F. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Amendment to Letter of Intent dated October 8, 2020 between the County of Berks and Douglas N. and Annette M. Donley, extending the Termination Date to November 16, 2020, regarding the proposed sale of a 2.32+/- acre parcel owned by the Donley's in Bethel Township, containing a radio tower owned by the County of Berks.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator as set forth on attached listing dated October 13, 2020.
3. Motion to ratify and confirm payments set forth on Controller's Office vouchers listing dated October 13, 2020, and the payment of electronic transfers and employee payroll.

AGENDA APPROVAL

REPORTS OF TREASURER AND CONTROLLER

1. A. Dennis Adams, County Treasurer
2. Sandy Graffius, County Controller

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Commissioner Rivera

Commissioner Leinbach

ROW OFFICERS' COMMENTS

CITIZEN COMMENT/BUSINESS FROM THE FLOOR

ADJOURNMENT

Commissioners' Board Meeting Minutes October 8, 2020 (draft for approval October 15, 2020)

The Berks County Board of Commissioners met in regular session on Thursday, October 8, 2020, at 10:00 A.M. via Microsoft Teams Live, 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 Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman and Maryjo Gibson, Chief Clerk.

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

Berks County Covid-19 Data Report –

Brian Gottschall, Director of Berks Department of Emergency Services, and lead of the Berks County COVID-19 Leadership Team.

Mr. Gottschall presented data from the PA Early Warning Dashboard, showing as of last Friday, October 2, 2020 a split in our indicators, with a higher indicator of COVID in our community. The good news with respect to hospitalization and ventilators is looking better each week. The daily spot data shows up and down fluctuations, but generally is staying at the same point since August.

The case count is holding steady around 500. The Berks Based Hospital Data slide shows more admissions among hospitals, but the numbers are reasonable compared to the Spring numbers. The new slide Snapshot of Berks County shows we are significantly lower in our testing per capita and much higher in our cases per capita.

Mr. Gottschall announced through a cooperative effort between the County, the Pennsylvania Department of Health and the Reading Fighin Phils, there will be a pop-up community COVID testing event held at First Energy Stadium October 13, 2020 through October 17, 2020. Additional information will be posted on the “Do Your Part” website.

Approval of Minutes

The minutes of October 1, 2020 Commissioners' Board Meeting and the October 6, 2020 Operations Meeting were approved as presented.

Commissioner Leinbach announced there were Executive Sessions held October 6, 2020 dealing with personnel and real estate, and October 7, 2020 dealing with personnel and litigation.

Public Comment on Agenda Items

None.

Agenda Items

1. A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Rivera. The motion carried.
 - 351.2020 Adopt a resolution authorizing 2020 Budget Transfers in the amount of \$154,425 and 2020 Appropriations in the amount of \$998,152 per listing dated October 5, 2020.
 - 352.2020 Adopt a resolution authorizing the Chief Clerk to advertise enactment of proposed Berks County Ordinance No. 05-2020 approving the participation in and execution of an Intergovernmental Transfer Agreement between the Pennsylvania Department of Human Services, Office of Long-Term Living ("DHS-OLTL") and Berks County for intergovernmental transfers of funds to DHS-OLTL in order to provide the non-federal share of Medical Assistance payment to County Nursing Facilities for Fiscal Year 2020-2021.
 - 353.2020 Adopt a resolution authorizing execution of Subgrant Application No. 34744 – Forensic Science Improvements/Combating Opioids to the Pennsylvania Commission on Crime and Delinquency ("PCCD"). The Grant will be used by the District Attorney's Office to train a digital analyst in advanced techniques that can be applied to opioid death investigations and is 100% federally funded.
 - 354.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Certification Statement and Assesation Statement for the Human Services Block Grant Income and Expenditure Report for Fiscal Year 2019-2020.
 - 355.2020 Adopt a resolution ratifying, confirming and approving Shelly O'Neill, Project Manager, Information Systems, to execute Change Order #HCM-001-Opt4 to the AST Corporation contract in the net new amount of \$15,100. The Change Order provides for third party services to provide for payroll tax filing to Federal, State and the City of Reading, processing employee related information for filing and printing of W2's and retiree related information for filing and printing 1099's.
 - 356.2020 Adopt a resolution authorizing execution of the Independent Contractor Agreement between the County of Berks and Deborah Olivieri, Temple, Pennsylvania, to provide consulting and administrative service for the Berks County Office of Elections Services with respect to the 2020 General Election.

- 357.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Settlement Agreement between the City of Reading and the County of Berks resolving sewer service billing issues for water supplied to the Berks County Services Center since 1992 in the amount of \$375,000.00.
- 358.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Settlement Agreement between the Reading Area Water Authority and the County of Berks resolving water usage billing services for the Berks County Services Center since 1992 in the amount \$375,000.00.
- 359.2020 Adopt a resolution authorizing Terence Brennan, Berks Heim Nursing and Rehabilitation Administrator, to execute the Attestation for Omnicare, a CVS Health Company, for participation in Omnicare's on-site COVID-19 testing program.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated October 6, 2020. Commissioner Leinbach reported there are 9 contracts and referenced the departments.
3. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated October 6, 2020 and the payment of electronic transfers and employee payroll.

Reports

1. County Treasurer A. Dennis Adams, CPA submitted a prepared weekly Treasurer's report.
2. County Controller Sandy Graffius was absent. The Controller's weekly report was presented by Daniel Jenkins, Manager of Financial Reporting and Accounting.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

None.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Co-County Wellness – No report this week. Co-County staff is in training.

CARES Act – Going well. The Committees for the various groups have begun meeting on the process and grading system. The teams are also working collaboratively.

Election Services – as of today 67,324 paper ballots applications have been received. Election Services is working to send out 10,000 ballots a day and hoping to complete the process this Friday. The County will be placing a second Drop Box at the Berks County Agriculture Center and will be open 8:00 a.m. to 5:00 p.m. daily, and 8:00 a.m. to 8:00 p.m. Election Day. Both Drop Boxes will be secured by Deputy Sheriffs.

Commissioner Rivera

The PHFA Rent Relief Program has been extended by emergency order by the Governor until November 4, 2020. No changes to the guidelines have been made.

Small Business New Start Grant applications are being reviewed and the documents being verified. The grant awards will be listed on the County's website. The money is expected to go out the middle of November.

Census 2020 – the deadline to submit has been extended to October 31, 2020.

Commissioner Leinbach

Commented on an article he read yesterday about a book written by Floyd Abrams titled "*The Soul of the 1st Amendment*."

ELECTED OFFICIALS' COMMENTS

None.

COMMENTS FROM THE FLOOR

Comments are attached hereto.

Brian Gottschall responded to the comment regarding his COVID-19 Weekly report. His intent is to provide a weekly review of the most salient data points so that citizens can be informed to make decisions on how to conduct themselves, and not cause alarm. Our healthcare systems are not overwhelmed. Mr. Gottschall will continue to be very neutral in his presentation of data.

Commissioner Barnhardt responded to the comments regard elections.

1. The first group of ballots went out last Friday, and about 10,000 ballots a day are expected to go out every day until complete.
2. The reason for the delay in getting ballots out was because of the challenge by the Democratic party to the Green Party.
3. Most nursing home residents, who usually cannot physically get to the polling places, vote by absentee ballot.
4. Understands the Senate and Governor are on board with a 5 day pre-canvass. Waiting for the House to decide.
5. Requests that if you represent a particular group, and have any concerns with the election process to contact Commissioner Barnhardt.
6. Kaercher Creek repairs– The County does not own Kaercher Creek, and is not the County's responsibility or the taxpayers of Berks County.

There being no further business the meeting adjourned at 10:54 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk

Source	Type	Identity	Timestamp	Content
				Gentlemen, I know it will be challenging to count an unprecedented number of mail-in ballots, and I am prepared for not knowing the outcome of the election for several days. My question this morning concerns when you will be able to start counting the ballots. Secretary of State Kathy Boockvar has again urged state lawmakers to take action so election workers can start processing millions of mail-in ballots before polls open on Election Day. This is one thing, she said, "which is undisputed is good for voters, good for candidates and good for the nation as a whole." I'd add that this would also be good for the already overworked Elections Services staff. As County Commissioners and members of the County Commissioners Association, will you add your voice to Ms. Boockvar's in pressuring the state legislature to allow pre-canvassing of ballots?
Attendee	Question	Jane Palmer, Wyoming (Unverified)	10/8/2020 13:42	Public comment will be accepted through the Q&A function. Please include your first name, last name and municipality. Any comments without name and municipality will not be considered. Each citizen can submit one comment. Comment length is dictated by limitations of the platform being used (Teams Q&A, Facebook, YouTube). The meeting comment period is limited to 30 minutes in total. Please be concise. Comments will be read during the meeting and should not be considered to be interactive dialog with the Commissioners. Any Commissioner response to public comment will be done at the discretion of the Commissioners.
Moderator	Announcement	Heather Berger (HBerger@countyofberks.com)	10/8/2020 13:43	
Attendee	Question	Melvia Ahmed, Wyoming (Unverified)	10/8/2020 14:09	Good Morning, Commissioners. In Brian Gottschall's weekly Covid-19 report, he always gives the best possible spin on the charts that reflect an alarming increase in cases since schools have reopened and outside temperatures have decreased. Hopefully, that positivity is not informing decisions being made to contain and lessen affects of the virus. We need perspective that reflects how dire the consequences are if we do not get this disease under control.
				Becky Ellis, Reading - Good morning. Save Kaercher Creek is a group in Northern Berks County with a Facebook presence of nearly 2,300 people following it. It is comprised of a group of people passionate about restoring their community, and doing it safely, since ground lead casings were found beside the lake at Kaercher Creek Park. People fish out of the lake, and people eat the fish they catch if they meet the minimum size requirements to keep the fish. There are houses below the stream and dam breast that could become contaminated with the 100 year floods that are now happening on a much more frequent basis here in Berks County. My question is this: why must the residents of Berks County plead to have the water and mud of Kaercher Creek Lake and the surrounding land tested for lead, arsenic, and antimony to ensure that they and their families are safe? Why isn't the County government advocating on their behalf? Friends of Kaercher Creek has been doing an amazing job with the upkeep of the property, and the Pennsylvania Fish and Boat Commission mowed the grass on the property just last week. However, this is not going to keep the residents safe. You have the power to advocate on behalf of the community to have the testing done and to forge a relationship with the Pennsylvania Fish and Boat Commission to restore the property back to the safe and beautiful recreation area that it was just a few years ago. Aren't the residents and their safety, welfare, and quality of life in Northern Berks County worth making that effort? There are grants available for addressing environmental issues if the County feels that the taxpayer money paid by residents in Northern Berks County is not worth spending to ensure their safety and welfare. There is literally no excuse for letting the lives of the residents of Northern Berks County hang in the balance. Thank you.
Attendee	Question	IS from Facebook (Unverified)	10/8/2020 14:15	Free Speech article - dallasnews.com/opinion/commentary/2020/10/04/the-soul-of-the-first-amendment-and-why-it-is-crucial-to-our-democracy-our-freedom-and-our-culture/?fbclid=IwAR0NEVtb_e2KAgH-w9fD66huJonU7UC2Y59tMiweT91b1KtSP0uCnu9yWg
Moderator	Announcement	Christian Leinbach (CLeinbach@countyofberks.com)	10/8/2020 14:22	
Moderator	Announcement	Heather Berger (HBerger@countyofberks.com)	10/8/2020 14:24	https://2020census.gov/

				<p>I am looking at a picture of Commissioner Leinbach in the White House smiling behind Donald Trump. There should be no surprise to anyone that Berks County has only one drop box while Chester County has 13. Lancaster County residents have already received AND mailed back their mail ballots. Berks County has only one drop box but if you are old or have a disability it is virtually impossible to access it. The requirement to drop your own ballot ONLY should normally be accompanied by a multitude of drop-off locations and even drive-through drop-offs. Nursing homes are in lock-down and residents cannot vote in person without having to quarantine afterwards but we refuse to place drop-boxes in nursing homes. We are less than a month before election day and constituents are still wondering when will they be receiving their mail-ballots. Out County website still does not have a comprehensive procedure or flow-chart of the vote-counting process. Your main purpose seems to be how to play political games and blame as much as you can on Governor Wolf. It appears that our Commissioners are taking every possible step to set the stage for a chaotic voting season to enable Donald Trump, Commissioner Leinbach's friend, to claim election fraud and irregularities. We need more drop-boxes NOW! We need a clear publicized procedure for vote-counting NOW! This is your job not Governor Wolf's</p> <p>Good morning commissioners</p> <p>Many continue to be concerned about the most crucial election of our lifetime with the incumbent preparing us for his "inevitable" victory, claiming any other result will be fraudulent. We requested our mail-in ballots in July and received an email yesterday Oct 7 that the election office is working on getting the ballots ready to mail and that it could take up to 14 days to receive them . That could put us at less than 14 days to return the ballots.. Assuming we mail them immediately and that it could take up to 14 days for the same ballots to be returned to the election office they would arrive too late to be counted even taking into account the 3 extra days. tacked on to election day. Ballots postmarked on election day though legal could never be counted.</p> <p>We are planning on dropping off our ballots at the Court House. Many elderly and disabled voters will not have that option and as wonderful as it is to be able to vote by mail much will depend on the post office and their ability to get the mail delivered on time.</p> <p>Why is not the only drop off box in the county accessible for extended hours till election day to insure people who work during the day have access to it? That would be very helpful and would be worth every penny to insure everyone can cast their vote.</p> <p>Would you also commit to counting all ballots received by Nov 6 & postmarked by Nov 3rd ?</p> <p>Please continue to encourage voters to return their ballots as soon as they receive them .</p>
Attendee	Question	Adrian Jadic (Wyomissing) (Unverified)	10/8/2020 14:28	
Attendee	Question	Louise Grim (Unverified)	10/8/2020 14:29	Taylor Picone
Attendee	Question	IS from Facebook (Unverified)	10/8/2020 14:30	Good Morning! Taylor Picone - Hamburg. Appreciate your words on our responsibility for the first amendment. I would like to second the questions asked by Becky Ellis regarding Kearcher Creek. Thank you!

Attendee	Question	Crystal Kowalski - Wyoming (Unverified)	10/8/2020 14:30	<p>Good Morning Commissioners,</p> <p>I would like to thank Solicitor Sadler for answering my questions last week. I am pleased to hear the people in prison are being provided with free phone calls and free postal packets during this time when they are unable to have in-person visits. Are all incoming letters still going through the company, TextBehind? My concern with that practice is that it is less personal than holding a letter your loved one wrote. As far as the free tablet program through GTL it has been found to be problematic in many places. They charge significantly above market rates for phone calls, video chats, and even emails. In some contracts the correctional facility receives a portion of the revenue generated, either through a flat rate payment or a percentage commission on services used by those they incarcerate. Does Berks County participate in revenue sharing with GTL?</p> <p>I would like to thank Warden Quigley for being responsible and pointing out that it is much easier to manage Covid protocols with a smaller population. Solicitor Sadler explained that people who can be released are being released as promptly as possible. The more direct way to reduce the population is to control the inflow. Now is the perfect time to address the problem of mass incarceration.</p> <p>Thank you, Crystal Kowalski Wyomissing</p>
Attendee	Question	IS from Facebook (Unverified)	10/8/2020 14:30	<p>Laura Knapp</p> <p>Laura Knapp, Shillington: Differences of opinions of whether or not a school should be rebuilt is one thing. But once your opinion impedes or affects my ability or any of my loved one's ability to live is another.</p> <p>14 Attendees; 8 FB; 2 YT</p>
Moderator	Announcement (Archived)	Lori Schneider (LSchneider@countyofberks.com)	10/8/2020 14:34	<p>Good Morning Commissioners,</p> <p>I know on many Thursday morning meetings you hear from a variety of individuals about things the board has done or hasn't done and why those things are frustrating. Please note that this community engagement is rooted in a desire to make Berks County into the best county it can be, and that the frustration many of us feel about actions the board has taken (or not taken) does not negate the good things that the board does. Making the Ag Center available for dropping off mail-in ballots is a good thing, and I thank you for doing that. However, I am confident that there will be voters who show up to their polling place on November 3rd with their mail-in ballot in hand, and the process by which they can submit their ballot for destruction and subsequently vote in person is more convoluted than it needs to be. Why not simply allow those voters to turn in their already filled out ballot right there in the polling place? Hiring extra staff to work through the mail-in ballots is good, and I thank you for responding to this situation by bolstering staff levels. However, I have not yet heard how the results of the voting will be released. Will the overall total be released at once? I don't want the in person results to be released on November 3rd, seemingly independent of those votes that are mailed in. The agendas posted online usually include the minutes from the previous week's Commissioners' meeting and the most recent Operations Meetings, and that is good and transparent, and I thank you for that. However, these minutes and meetings are still not as accessible as they could be to those who want to attend. As Commissioner Leinbach has noted, the Freedom of Speech is an important part of our society, but there are countless would-be attendees who aren't able to join the meetings at all.</p> <p>Thank you.</p>
Attendee	Question	Jess Royer, Spring Township (Unverified)	10/8/2020 14:34	<p>Louise Grim Wyomingissing</p>
Attendee	Question	Art Grim (Unverified)	10/8/2020 14:39	

				<p>Good morning commissioners Many continue to be concerned about the most crucial election of our lifetime with the incumbent preparing us for his "inevitable" victory, claiming any other result will be fraudulent. We requested our mail-in ballots in July and received an email yesterday Oct 7 that the election office is working on getting the ballots ready to mail and that it could take up to 14 days to receive them . That could put us at less than 14 days to return the ballots.. Assuming we mail them immediately and that it could take up to 14 days for the same ballots to be returned to the election office they would arrive too late to be counted even taking into account the 3 extra days. tacked on to election day. Ballots postmarked on election day though legal could never be counted. We are planning on dropping off our ballots at the Court House. Many elderly and disabled voters will not have that option and as wonderful as it is to be able to vote by mail much will depend on the post office and their ability to get the mail delivered on time. Why is not the only drop off box in the county accessible for extended hours till election day to insure people who work during the day have access to it? That would be very helpful and would be worth every penny to insure everyone can cast their vote. Would you also commit to counting all ballots received by Nov 6 & postmarked by Nov 3rd ? Please continue to encourage voters to return their ballots as soon as they receive them .</p> <p>Reply</p> <p>10/8/2020 14:39 Asking as Loui</p>
Attendee	Question	Art Grim (Unverified)	10/8/2020 14:39	
Moderator	Announcement	Heather Berger (HBerger@countyofberks.com)	10/8/2020 14:43	Thank you for our questions and comments. This Q&A is closed as the public comments have been addressed.

Operations Minutes October 13, 2020(draft for approval October 15, 2020)

The Berks County Board of Commissioners met Tuesday, October 13, 2020 at 9:30 a.m. via Microsoft Teams Live pursuant to due notice to Board members and the public.

The following matters were discussed:

1. An analysis and recommendations of the following 2021 Employee Benefits plans was presented by Christie Bennett-Zellers, Berks County Human Resources (“HR”) Benefits Manager, and Peter Kareha, Employee Benefits Consultant and Denise Cabrera, National Pharmacy Practice Lead from McGriff Insurance Services Representatives, the County’s benefits consultant.
 - A. Life and Disability coverage – three (3) renewal was renegotiated with Lincoln Financial realizing a \$37,000 savings. HR and McGriff recommended the three (3) renewal. A motion was made by Commissioner Barnhardt to stay with Lincoln for an additional three (3) year period. Said motion was seconded by Commissioner Rivera. The motion carried.
 - B. Increase Management/Detectives/Elected Official basic life amount. This is a follow-up discussion from last year. The proposal was presented to department heads at a Department Head meeting with no negative feedback. Commissioner Leinbach believes it is a good thing for management/confidential at a minimal cost. HR and the CAD recommend the increase. A motion was made by Commissioner Barnhardt to increase the term life for Management/Detectives/Elected Official from \$50,000 to \$100,000. Said motion was seconded by Commissioner Rivera. The motion carried.
 - C. Vision Benefits – a market analysis was done by McGriff who negotiated \$11,000 decrease in the current rates. HR is recommending renewing with Vision Benefits a new four (4) year agreement. A motion was made by Commissioner Rivera to renew the Vision Benefits Agreement for a four (4) year term.
 - D. A healthcare summary was presented regarding the healthcare management budget and premium equivalents based on projections through August 2020 with and without the high cost drug. The premium equivalent suggests either a 7.8% or 2.1% increase based on that factor. HR’s recommendation is to proceed with the current plan, which excludes the high cost drug. It was pointed out by HR and McGriff that if the County excludes the high cost drug, the member employee would be able to obtain the drug directly from the manufacturer, possibly at no cost to the member employee. After discussion the Board accepted the recommendation by HR, with the condition that HR communicate broadly to employees that if a drug is not covered by the County’s plan, HR would provide contact information for the drug manufacturer for the employee to reach out to for assistance. At this time Commissioner Leinbach asked if there was a motion.

Commissioner Barnhardt motioned to exclude the drug class from coverage, and in additional HR will reach out to any impacted employee who is denied coverage for any medication, and communicate the alternative processes to all employees. Ms. Bennett-Zellers will also include information in the Open Enrollment packet. Said motion was seconded by Commissioner Rivera. The motion carried.

2. CARES Act requests –

A. PA Americana Region - Let's Go Local proposal – Commissioner Barnhardt and Pamela Shupp Menet.

Commissioner Barnhardt reported PA Americana is a 501 (c)(6) and does not fit into the non-profit criteria, and has been working to promote local tourism in Berks County to reinvigorate the local economy, and is requesting \$185,117. Tourism is the number one category hit hard by COVID-19. Commissioner Barnhardt said if approved those dollars would come from the balance of what is left in the Rebuild Berks grant program.

Commissioner Leinbach believes this is an appropriate proposal for some of the CARES Act funds and Commissioner Rivera believes it is important to keep as much tourism in Berks County as possible.

Commissioner Barnhardt asked if there was a motion to support a not to exceed amount of \$185,117 to the Let's Go Local campaign for PA Americana to utilize CARES Act dollars for promoting local tourism. Said motion was made by Commissioner Rivera and seconded by Commissioner Leinbach. The motion carried.

B. Downtown Revitalization Organizations (County) – Commissioner Barnhardt and Pamela Shupp Menet

As 501 (c)(3) organizations, Downtown Revitalization Organizations do fall into the non-profit category, but some of their expenses are not eligible under the CARES Act.

Commissioner Barnhardt said through discussions with Witt O'Brien's it was found to be appropriate to find other ways to work CARES Act funds in different ways.

Ms. Shupp Menet recommended the County work with GRCA on a new program called Total Berks, engaging with and supporting downtown revitalization efforts in Berks County. These organizations must be viable in 2021.

Ms. Shupp Menet suggested funding five organizations in the amount up to \$50,000 each through the County General Fund for a total of up to \$250,000. The County General Fund would then access this amount through CARES Act funds for eligible costs that have been incurred by the County. The Commissioners agree downtown revitalization organizations are important to local municipalities, and the need is there to assist and support these local organizations.

A motion was made by Commissioner Leinbach to approve the Total Berks program. Said motion was seconded by Commissioner Rivera. The motion carried.

3. Berks Heim 2021 Budget – Bob Patrizio, CFO, Terry Brennan, Berks Heim Administrator and Christie Kennedy, Assistant Berks Heim Administrator, Todd Wagner and Diane Gattorno - Complete Healthcare Resources (CHR) Representatives

Due to the effects of COVID-19, there has been a steady decline in the number of residents at the Berks Heim ("Facility"), and there is a need to make adjustments in the budget for

calendar year 2021. The Administration is working to grow the resident population is looking into opening an alternative admission wing to allow for continued growth. The Facility has also seen a reduction of employees through attrition and staff retirements. The proposed 2021 budget would revise the staffing compliment to align with the current resident population and implement a step up plan to increase staffing as the resident population increases. The proposal would also reflect a reduction in budget funded positions effective January 1, 2021.

Mr. Patrizio commented that prior to COVID-19 the Berks Heim averaged 400 to 500 beds a month. We dropped to a low 296, and are currently averaging 300 beds a month. CHR looked at these numbers and determined it was reasonable to stage admissions in two different units. Mr. Patrizio is confident CHR could build that number to 360 beds by the end of next year.

Mr. Patrizio said if we don't accept the recommended changes by CHR for next year, the County's expected loss would be about \$2.7 million. If we do accept their recommendations, that loss would diminish to \$615,000, and believes it is something the County should seriously consider.

After further discussion, and acknowledging the community wanted the Berks Heim to remain in County hands and to be managed properly, Commissioner Leinbach asked if there was a motion to support the recommendations discussed herein, and not just for 2021, but agreeing any of these actions can happen now if appropriate. Commissioner Rivera made said motion. Said motion was seconded by Commissioner Barnhardt.

The motion carried.

4. Commissioner Leinbach received a request from John Weidenhammer asking the County to send a letter of support of reauthorization of the Reading Downtown Improvement District ("DID") to City Council for their October 20, 2020 City Council Meeting where the status of DID will be on the Agenda. None of the Commissioners have received any feedback from the City what their alternative solution to DID was.

Commissioner Rivera will reach out to City Managing Director Pedro Cortez and the Mayor, and Commissioner Barnhardt will reach out to Councilman Jeffrey Waltman and Councilwoman Lucine Sihelnik on their position regarding DID and report back to the Board before Council's October 20th Meeting.

Comments - None.

There being no further business, the meeting adjourned at 10:58 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk

October 12, 2020
 To: Menyjo Gibson
 From: Robert Patrizio - Director of Budget & Finance
 Please include the attached "Budget Transfer/Appropriation Requests" on the Commissioner's Meeting Agenda for the week of October 15, 2020.

TRANSFERS 2020

	Department Name	Fund	Transfer From/Credit Acct. #			Dept	Progr	Acct	Grant	Account Name	Dept	Progr	Acct	Grant	Account Name	Amount
			Dept	Progr	Acct											
1	Prison	10000	12090	10919	66105	000000	000000	000000	Maintenance Contracts	10000	12090	10919	70004	000000	3,000	
1	Prison	10000	12090	10919	71018	000000	000000	000000	Kitchen Supplies	10000	12090	10919	70004	000000	3,110	
2	Prison	10000	11510	00000	71011	000000	000000	000000	Firearms Section	10000	11510	00000	70500	000000	7,171	
3	Cares Act - DCED Impacts - Dept	37000	27000	00000	50000	000000	000000	000000	Grant Revenue - State	37000	27000	00000	55000	000000	2,520,564	
4	BH - Physical Therapy Service	53000	33310	00000	63813	000000	000000	000000	Professional Fees	53000	33030	00000	63813	000000	125,000	
5	Community Support	10000	90000	90003	69003	000000	000000	000000	Contingency Expenses	10000	16070	10117	66105	000000	44,120	
6	Community Support	10000	90000	90003	69003	000000	000000	000000	Contingency Expense	10000	11050	00000	63813	000000	5,030	
6	Community Support	10000	90000	90003	69003	000000	000000	000000	Contingency Expense	10000	11050	00000	66000	000000	3,250	

APPROPRIATIONS 2020

	Department Name	Fund	Revenue / Credit Acct. #			Dept	Progr	Acct	Grant	Account Name	Dept	Progr	Acct	Grant	Account Name	Amount
			Dept	Progr	Acct											
7	Cares Act - DCED Impacts - Dept	37000	27000	00000	55000	000000	000000	000000	Grant Revenue - Federal	37000	27000	27010	63600	000000	1,800,000	
8	Cares Act - DCED Impacts - Dept	37000	27000	00000	55000	000000	000000	000000	Grant Revenue - Federal	10000	16070	10117	81120	000000	227,145	
2020 Transfers Total															\$ 2,711,645	
2020 Appropriations Total															\$ 2,027,145	

- 1 Transferring projected savings to cover cost of equipment needed for food preparation.
- 2 Transfer to purchase office furniture for conference room.
- 3 Transferring to correct PA Cares Act revenue accounting for Federal fund sourcing.
- 4 Transferring projected savings to cover cost of CHR administration fees for Assistant Administrator and replacement Business Office Manager. Savings in Physical Therapy-Professional Fees are due to lower census.
- 5 Transferring contingency for Fall maintenance expense approved by BOC at 10/6 Budget operations Meeting - expense for Servicing the Youth Recreation Facility Field Maintenance.
- 6 Transferring from Contingency to cover 118 hours of consultation time and use of Santander Arana for multi-precinct use associated with the 2020 General Election in Election Services.
- 7 Appropriating Funds from PA Cares Act for Helping Harvest Expenditures through December 2020.
- 8 Appropriating funds for Capital Project to repair/renovate the fields and fixtures at the Youth Recreation Facility.

Commissioners' Meeting
HUMAN RESOURCES RECOMMENDATIONS
October 15, 2020

1. Authorize the appointment of Matika Palmer to PC013427 Fiscal Coordinator – Workforce Development Board, effective 10/28/2020. Rate of \$45,000/annually. New position created by Salary Board on 03/05/2020. Salary range Minimum \$33,927; Midpoint \$45,236; Maximum \$56,545. This request meets the criteria of the Hiring Policy. Budget 25000 – 26660.

2. Authorize the appointment of Steven Mannino to PC013191 Veterans Affairs Education and Benefits Outreach Coordinator – Veterans Affairs Department, effective 11/18/2020. Rate of \$15.60/hour. Replacement for Robert Melson who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 16030.

3. Authorize the transfer of Philip Salamone from PC012450 Part-time HazMat Operations to PC012339 Full-time Special Operations and Projects Officer – Department of Emergency Services, effective 10/28/2020. Rate of \$52,800/annually. Salary range Minimum \$45,953; Midpoint \$61,271; Maximum \$76,589. Replacement for Matthew Eshenaur who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 16020.



COUNTY OF BERKS
Purchasing Department

MEMORANDUM

DATE: Tuesday, October 13, 2020

TO: The Board of Commissioners & the Chief Clerk

RE: Agenda Items – Commissioners’ Meeting

Please include the contract listings outlined in this Memorandum for inclusion on the Agenda for the Commissioners’ meeting scheduled for **Thursday, October 15, 2020** for approval and formalization. Details are as follows:

- 1. Contract Type & #:** Vendor Contract - Agreement #VC-234888-20

Department: Commissioners’ Office

Vendor: **The Lamar Companies**

Term: Effective Date: August 3, 2020
Expiration Date: September 27, 2020

Funding Source: 100% Federal

Description & Amount: The County is engaging the Vendor for the provision of a billboard advertisement swap for the Rebuild Berks Campaign. The amount of the billboard swap shall not exceed \$672.00 during this term.

- 2. Contract Type & #:** Vendor Contract - Agreement #VC-234355-20

Department: Facilities

Vendor: **Elk Environmental Services**

Term: Effective Date: October 15, 2020
Expiration Date: completion of service

Funding Source: 100% County

Description & Amount: The County is engaging the Vendor for the collection and disposal of waste materials from the County Services Center, Agricultural Center, and Wastewater Treatment Plant at an amount not to exceed \$10,637.00.

3. **Contract Type & #:** Amendment #1 to Agreement #HAP-232864-20

Department: Mental Health and Developmental Disabilities

Vendor: **Berks Coalition to End Homelessness Inc.**

Term: Effective Date: September 28, 2020

Expiration Date: November 30, 2020

Funding Source: 100% State

Description & Amount: This Amendment serves to allocate \$5,000.00 for Housing Training Scholarships to eligible consumers.

4. **Contract Type & #:** Separation Agreement and General Release

Department : Human Resources

Vendor : J. Chadwick Schnee