

Commissioners' Board Meeting Minutes December 4, 2014

The Berks County Board of Commissioners met in regular session on Thursday, December 4, 2014, at 10:00 A.M. in the Boardroom on the 13th floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Mark C. Scott in attendance. Commissioner Barnhardt reported Commissioner Leinbach was attending the NACo Conference. Also present were Solicitor Alan Miller, Chief Operating Officer Carl E. Geffken and Chief Clerk Maryjo Gibson.

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

Presentation

Ms. Mary Ellen Heckman, Assistant Dean of Library Services and Learning Resources at Reading Area Community College (RACC) attended the meeting to provide an overview of RACC's comprehensive library services as part of RACC's quarterly update. Ms. Heckman commented she has been at the Yocum Library since 1990 and helped with the design of the building, which was opened in 1996. Ms. Heckman provided a handout to the Commissioners which set forth key indicators and highlights from the Annual Report. Ms. Heckman commented the Yocum Library is part of the Berks County Public Libraries System and among other services, shares the computer system and card catalog file, and takes part in the County-wide library delivery system. Mr. Heckman stated the Library is usually open seven days a week and is very busy and is used heavily by RACC students and the public. Ms. Heckman mentioned the Library has the County's largest film collection as a result of the film courses offered by the College and is available for use by the public. Commissioner Barnhardt questioned if the Library is required to have an inter-library loan program. Ms. Heckman responded it is not required, but if they want to apply for grants, the Library must partner in inter-library loans.

Approval of Minutes

The minutes of November 20, 2014 Commissioners' Board Meeting were approved as presented.

Agenda Items

1. A motion was made by Commissioner Scott, seconded by Commissioner Barnhardt and all voted unanimously to approve the items listed below:
 - 365.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$154,800.00 and 2014 Appropriations in the amount of \$40,000.00 per listing dated November 26, 2014.

- 366.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated December 4, 2014 as follows:
1. Authorize the utilization of a temporary agency for administrative support for the Jail System, effective 12/5/2014. Rate not to exceed 16.50/hour. Utilization of the temporary agency will cease when the Policy & Litigation Coordinator position is filled. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
 2. Authorize the utilization of a temporary agency for the Senior Financial Analyst position – Budget & Finance Department, effective 12/5/2014. Rate not to exceed \$37.00/hour. Utilization of the temporary agency will cease when the Senior Financial Analyst position is filled. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
- 367.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the renewal Contract with Delta Dental Service for a one (1) year term effective January 1, 2015 and terminating December 31, 2015.
- 368.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the renewal rates summaries for Capital Blue Cross effective January 1, 2015 through December 31, 2015.
- 369.14 Adopt a resolution authorizing execution of Report of Act 44 Tax Fund for fiscal year ending December 31, 2013 in the amount of \$960,567.21 and the Report of County Liquid Fuels Tax Fund for the year 2013 with an unencumbered balance of \$622,181.87 for submission to the Pennsylvania Department of Transportation, Bureau of Municipal Services.
- 370.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the Designation of County and Procurement Certification to the U.S. Department of Homeland Security/FEMA necessary to demonstrate to PEMA (Pennsylvania Emergency Management) that the County of Berks follows applicable laws for procurement purposes.
- 371.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the Agreement between the County of Berks, the Berks County Jail System and US Corrections Special Operations Group (US C-SOG) to provide specialized training to Berks County Jail SOG Operations for a term effective January 1, 2015 through December 31, 2015 in the amount of \$54,000.00.

- 372.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute a Deed between the County of Berks and Longswamp Township, and a License Agreement between the County of Berks and the Township of Longswamp for a tract of land situate along Longswamp Road, Longswamp Township, more commonly known as Hunsicker's Grove Park.
- 373.14 Adopt a resolution authorizing Ryan Hunter, Director of Facilities an Operations to execute Change Order No. 01 to AIA-160423 Agreement between the County of Berks and Pagoda Electric, Inc. in the amount of \$15,069.51. This Change Order is to furnish labor and materials required to source and install a remote annunciator for the supplemental generator as required by the Dept. of Health, Life Safety Division as well as supplemental fees associated with the transport, off-site storage and delivery of the unit. There are zero (0) additional schedule days associated with this Change Order and has been reviewed and endorsed by the Project Engineer.
- 374.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute a letter to Larson Design Group, Inc., 201 East Oregon Road, Suite 110, Lititz, PA 17543 granting an extension of time for completion of the Preliminary Engineering phase services pertaining to the Blandon Bridge (County Bridge #53A) replacement project until January 30, 2016. This extension is intended to allow for the completion of various interrelated tasks including environmental clearances, waterway permit approvals and test borings prior to proceeding to Final Design. There are no additional costs associated with this extension of time, and this extension does not affect the projected Let Date of September 2016. This extension has been reviewed and endorsed by the County's contracted bridge engineer.
- 375.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the Title Page of the Drawings for Construction as prepared by professional engineers with TranSystems and pertaining to the Buttonwood Street Bridge Rehabilitation Project in and between the City of Reading and Borough of West Reading, Berks County, Pennsylvania.
- 376.14 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the Financial Statement for FY 2013-2014 Juvenile Court Judges Grant-In-Aid grant.
- 377.14 Adopt a resolution authorizing the reappointment of T. John Bicksler, Richland, Pennsylvania, as a Farmer Director to the Berks County Conservation District Board for a four (4) year

term beginning January 1, 2015 and ending December 31, 2018.

- 378.14 Adopt a resolution authorizing the reappointment of Christian Y. Leinbach, Hamburg, Pennsylvania, as a Commissioner Director to the Berks County Conservation District Board for a four (4) year term beginning January 1, 2015 and ending December 31, 2018.
 - 379.14 Adopt a resolution authorizing the appointment of William Portner, Womelsdorf, Pennsylvania to the Berks County Housing Authority for a five (5) year term which will expire on December 31, 2019. Commissioner Barnhardt reported this is a replacement for Jack Evans.
2. Motion authorizing Kevin S. Barnhardt as Vice Chair of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated December 2, 2014.
 3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated December 2, 2014 for week ending December 3, 2014 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. The Controller's weekly report was presented by Grazyna Nykiel, Senior Government Accountant.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken introduced his new Executive Assistant Amanda Carroll, and announced the resignation of Michelle Fronheiser, Fiscal Operations Officer in Berks County Children & Youth Services effective December 12, 2014.
2. Robert J. Patrizio reported there would not be a Budget meeting this afternoon.

COMMISSIONERS' COMMENTS

Commissioner Scott provided an update on the Colebrookdale Railroad stating it seems to be very successful at attracting passengers on the Holiday excursions which offers two or three trips daily. Commissioner Scott commented he had occasion to board a passenger car and was impressed with the new renovations which run true to the original design of the cars; using authentic fixtures, decorations and appointments. Commissioner Scott mentioned there also has been a little bit of rail freight from Cabot Metals. Commissioner Scott offered his opinion on the impact of the dropping of oil prices which

doesn't always provide a 100% net benefit to the economy. Commissioner Scott further commented the low pricing could also negatively affect the County's pension fund.

Commissioner Barnhardt announced the County was informed by the State that we have officially been incorporated as a South Central Transit Agency, and the inaugural ceremony will be held next Thursday, December 11th at 11:30 a.m. at the Weigh Station located between Berks and Lancaster Counties. Commissioner Barnhardt announced that this weekend the Scottish Rite Masonic will hold its annual Holiday Happenings at the Cathedral and is free to the public.

Comments from the Floor

Jeff Kilmer, Program Manager with Smartwatt Energy, Inc., Moosic, Pennsylvania, attended the meeting and presented information to the Commissioners on the Master-Metered Multi-Family Program which is being offered to public entities and non-profit groups and provides energy analysis for public housing properties and non-profit facilities, and also will provide education to tenants on energy efficiency.

There being no further business, the meeting adjourned at 10:37 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk