

## **Commissioners' Board Meeting Minutes December 1, 2022**

The Berks County Board of Commissioners met in a regular session on Thursday, December 1, 2022, at 10:00 A.M. in the Commissioners' Boardroom, 13<sup>th</sup> floor of the Berks County Services Center, and 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 Commissioners Kevin S. Barnhardt and Michael S. Rivera in attendance. Also present were Christine M. Sadler, Solicitor, Ronald R. Seaman, Chief Operations Officer and Carmen Torres, Chief Clerk.

Commissioner Leinbach opened the meeting with a moment of silence, followed by the Pledge of Allegiance to the Flag.

### **APPROVAL OF MINUTES**

The November 17, 2022, Commissioners' meeting minutes were approved as presented.

Commissioner Leinbach noted that two Executive Sessions were held on November 17, 2022, dealing with personnel. Two Executive Sessions were held on November 18, 2022, dealing with personnel. One Executive Session was held on November 22, 2022, and November 29, 2022, dealing with personnel. One Executive session was held on November 30, 2022, dealing with contract negotiations, personnel, and litigation, and one was held on December 1, 2022, dealing with contract negotiations and personnel.

### **PUBLIC COMMENT ON AGENDA ITEMS**

No comments

### **AGENDA ITEMS**

A motion was made by Commissioner Barnhardt and seconded by Commissioner Rivera to approve the agenda as presented.

Authorizing:

- 414.2022 Adopt a resolution authorizing 2022 Budget Transfers in the amount of \$44,000 and 2022 Appropriations in the amount of \$70,382 per listing dated November 25, 2022.
  
- 415.2022 Adopt a resolution authorizing Human Resources Recommendations dated December 1, 2022, as follows:
  - 2. Authorize the appointment of Jessica Kennedy to PC013348 Firearms Examiner, District Attorney's Office, effective 12/07/2022. Rate of \$78,884/annually. Salary range Minimum \$52,347; Midpoint \$69,796; Maximum \$87,245. Replacement for John Hoy who transferred. This

- request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
3. Authorize the appointment of Tony Calderoni to PC011983 Enterprise Support Technician, Information Systems, effective 12/07/2022. Rate of \$51,995/annually. Salary range Minimum \$46,950; Midpoint \$62,600; Maximum \$78,250. Replacement for Mohamed Sillah who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11700.
  4. Authorize the appointment of Carl Long to PC012969 Implementation Specialist, Information Systems, effective 12/07/2022. Rate of \$59,130/annually. Salary range Minimum \$50,592; Midpoint \$67,456; Maximum \$84,319. Replacement for Lori Schneider who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11700.
  5. Authorize a salary adjustment for Beverly LeVan PC011950 Paralegal, Solicitor's Office, effective 12/02/2022. Rate of \$65,000/annually. Salary range Minimum \$46,689; Midpoint \$62,253; Maximum \$77,816. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.
  6. Authorize a salary adjustment for Amanda Helbert PC013257 Paralegal, Solicitor's Office, effective 12/02/2022. Rate of \$59,000/annually. Salary range Minimum \$46,689; Midpoint \$62,253; Maximum \$77,816. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.
  7. Authorize a salary adjustment for Jacqueline Shiffert PC012341 Senior Financial Analyst, Budget and Finance Department, effective 12/22/2022. Rate of \$61,140/annually. Salary range Minimum \$62,247; Midpoint \$83,236; Maximum \$104,045. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
  8. Authorize the utilization of a temporary agency for a Fiscal Manager position – Children and Youth Services, effective 12/02/2022. Rate not to exceed \$52.30/hour. Utilization of the temporary agency will cease when a candidate is hired to fill the Fiscal Manager position. This request meets the criteria of the Hiring Policy. Budget 22000 – 23200.

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- 416.2022 Adopt a resolution authorizing the reappointment of Paula Barrett, Wyomissing, Pennsylvania to the Berks County Municipal Authority for a 5 year term expiring on December 31, 2027.
  
  - 417.2022 Adopt a resolution appointing Kimberly Baskett, Reading, Pennsylvania, to the Berks County Workforce Development for a replacement term beginning December 1, 2022, through June 30, 2025.
  
  - 418.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to .GOV Domain Registration to request BerksPA.gov be delegated to the County of Berks.
  
  - 419.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Amendment #1 to the agreement between the County of Berks ("County") and The Redevelopment Authority of the County of Berks ("RDA") for the Lexington; End Use Packaging Project ("Project") in Reading, Pennsylvania, increasing the grant funding from the original amount of \$1,750,000 to \$10,000,000.
  
  - 420.2022 Adopt a resolution authorizing Christine M. Sadler, Solicitor, to execute Statement of Work #2 with Sylint Group, Inc., to provide additional forensic services.
2. Motion to authorize execution of Contract Agreements/Amendments as set forth on the attached listing dated November 28, 2022. There was a total of two contracts and the departments were listed.
  
  3. Motion to authorize execution of the payments and electronic transfers as set forth on Controller's Office vouchers listing dated December 1, 2022.
  
  4. Motion to authorize execution of employee payroll disbursements dated December 6, 2022.

**REPORTS OF TREASURER AND CONTROLLER**

1. Linda Weaver, Deputy Treasurer, presented the weekly Treasurer's report.
  
2. Sandy Graffius, Controller, presented the weekly Controller's report.

**REPORT OF CHIEF OPERATIONS OFFICER** – Ronald R. Seaman

He announced that the Holiday Lights at Gring's Mill kick-off is on Friday, December 2<sup>nd</sup>.

**COMMISSIONERS' COMMENTS**

Commissioner Rivera

He announced that the Commissioners attended the Spirit of Scouting breakfast in which Dr. Yamil Sanchez, Reading School District, was the honoree. He thanked Dr. Sanchez for all his work in the Reading community and the Reading School District. He noted that the Commissioners attended the CCAP Fall Conference and they attended the mental health work sessions. He discussed the Berks County Residential Center and stated that the Commissioners met with the employees, thanked them, and informed them that they would be supported during this time.

Before the Commissioner's comments continued, Commissioner Leinbach turned it over to Attorney James Smith, President of the Berks County Bar Association, who acknowledged County Solicitor Christine M. Sadler for being admitted to the United States Supreme Court. Mrs. Sadler was congratulated by the Commissioners and presented with some tokens of appreciation.

Mrs. Sadler stated that she was honored and humbled by the appreciation and congratulated Jim Smith and others that were admitted along with her.

Commissioner Barnhardt

He also stated that they met with the Berks County Residential Center staff, and it was difficult to inform them of the end of the Federal contract. He and the other commissioners assured the employees that the Commissioners would support them. He announced they had a hearing regarding the Republican Committee Recount petition. He gave a breakdown of the Elections Board meeting agenda. He noted that he would be meeting with Adult Probation and Berks Connections Pretrial Services to continue to discuss a proposal for the possibility of creating a day reporting center. He announced many good things going on within the next year regarding trying to right size and get the average daily population where it really needs to be at the Berks County Jail and, ultimately, the new Berks Correctional Facility.

Commissioner Leinbach

He referenced the Berks County Residential Center and meeting with the employees and the difficult news they delivered to them. He echoed what the other Commissioners said regarding supporting the staff in the transition. He related a story of a 15-year-old juvenile who currently is in the ER at Tower Health for the last 8 weeks because there is nowhere for him to go for mental health issues. There is no bed for a mental health patient, and therefore must stay in the ER. He highlighted the top focus of the County Commissioners Association for 2023, which includes county inmates' mental health issues, mental health base increase, addressing the difficulty with complex behavioral health issues, broadband, and promoting election integrity.

**ROW OFFICERS' COMMENTS**

No Comments

**Commissioners' Meeting**  
**PUBLIC COMMENT**

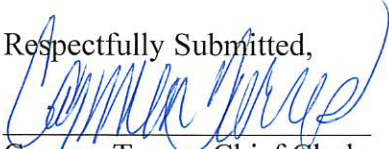
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Jesse Royer, Spring Township, commented on the Berks County Residential Center

**ADJOURNMENT**

There being no further business, Commissioner Leinbach adjourned the meeting at 11:27 a.m.

Respectfully Submitted,



Carmen Torres, Chief Clerk