

Commissioners' Board Meeting Minutes December 2, 2021

The Berks County Board of Commissioners met in regular session on Thursday, December 2, 2021, at 10:00 A.M. via Microsoft Teams Live, pursuant to due notice to Board members and the public.

Commissioner Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Michael S. Rivera in attendance and Commissioner Leinbach participating via Microsoft Teams. Also present were Christine M. Sadler, County Solicitor, Ronald R. Seaman, Chief Administrative Officer and Carmen Torres, Chief Clerk.

Commissioner Barnhardt 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 Department of Emergency Services

There are approximately 200 cases being reported per day. Age ranges of 18 and under remain level. The death rate continues to climb. Hospitals are busy mainly due to the seasonal aspect of the virus coupled with and complicated by the Influenza which has started early this year. The CDC issued a data correction which means there will be a 5-week wait to start over to obtain a clean data report. Vaccine recommendations remain unchanged, however the "who" aspect of the recommendation has changed: under 18, no booster recommended at this time, 18+ booster is recommended within a timeframe as delineated dependent upon which vaccine was administered. Both Merck and Pfizer antivirals are anticipated to be approved. The Omicron variant appears to spread easily but with less debilitating symptoms.

Approval of Minutes

The minutes of November 18, 2021 Commissioners' Board Meeting were approved as presented.

Commissioner Barnhardt noted an Executive Session was held December 1, 2021 and November 17, 2021 and dealt with contracts, personnel, and litigation.

Public Comment on Agenda Items

See Q&A attached.

Agenda Items

1. A motion was made by Commissioner Leinbach, seconded by Commissioner Rivera to amend line item 418.2021, amending the Budget Transfer amount of \$125,959 to reflect an additional \$7,000, totaling \$132,959. A motion was thereafter made by Commissioner Rivera, seconded by Commissioner Leinbach and all voted unanimously to approve the items listed below:

418.2021 Adopt a resolution authorizing 2021 Budget Transfers in the amended amount of \$132,959 and 2021 Appropriations in the amount of \$471,536 per listing dated November 24, 2021.

419.2021 Adopt a resolution authorizing Human Resources Recommendations dated December 2, 2021 as follows:

1. Authorize the promotion of Katelyn Rentschler from PC012773 Senior Financial Analyst to Lead Senior Financial Analyst – Budget and Finance Department, effective 11/18/2021. Rate of \$70,000/annually. Salary range Minimum \$55,458; Midpoint \$73,944; Maximum \$92,429. New position created by Salary Board on 11/4/2021. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
2. Authorize the promotion of Nathan Castro from PC012489 Telecommunicator +6 to PC012561 Training/Quality Assurance Officer – Department of Emergency Services, effective 12/8/2021. Rate of \$65,144/annually. Salary range Minimum \$43,924; Midpoint \$58,565; Maximum \$73,206. Replacing Melissa Masciotti who retired. This request meets the criteria of the Hiring Policy. Budget 23100 – 24000.
3. Authorize the promotion of Heather Berger from PC010108 Application Specialist Trainer to PC011028 Application Support Manager – Information Systems, effective 12/3/2021. Rate of \$66,000/annually. Salary range Minimum \$56,133; Midpoint \$74,843; Maximum \$93,554. Replacing Georgia Pauley who retired. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.
4. Authorize the promotion of Shelly O'Neil from PC012970 Business Process Analyst to PC010951 Development Services Manager – Information Systems, effective 12/3/2021. Rate of \$70,000/annually. Salary range Minimum \$61,961; Midpoint \$82,615; Maximum \$103,269. Replacing Sharon Oxenreider who retired. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.
5. Authorize a salary adjustment for Kevin Rentz PC012342 Senior Financial Analyst – Budget and Finance Department, effective 12/1/2021. Rate of \$68,000/annually. Salary range Minimum \$48,443; Midpoint \$64,591; Maximum \$80,739. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.

420.2021 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, a one (1) year one

contract as a result of ITB# 21-25-JR, Scrap Metal Recycling (hauling) for the Berks County as follows:

BFI Waste Services of PA, LLC dba Allied Waste Services of Schuylkill County Republic Services

50 Orchard Lane

Leesport, PA 19533

Estimated Annual Expenditure: \$2,807.96

The County reserves the right to extend the agreement for two additional one-year terms upon mutual agreement of both parties at the awarded unit prices.

- 421.2021 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, a five (5) year one contract as a result of ITB# 21-20-KL, Site Maintenance & Repair of the County of Berks Public Radio System as follows:

Penn-DelMar Power, LLC

80 Nottingham Drive

Nottingham, PA 19362

Projected/Estimated Costs – Year 1 (2022)

Tab 1b – Annual Preventative Maintenance Work \$219,210.10

Tab 2b – Maintenance Services, Non-Annual \$68,403.00

Tab 3 - Emergency Response & Troubleshooting \$108,550.00

Projected Annual Costs*

Grand Total for Tab 1b, 2b & 3 3% Escalator (Maximum)

Estimated Total Year 1 (2022) \$396,163.10

Estimated Total Year 2 (2023) \$337,592.93

Estimated Total Year 3 (2024) \$409,305.72

Estimated Total Year 4 (2025) \$540,606.34

Estimated Total Year 5 (2026) \$431,712.91

*These costs do not included costs for expert emergency repair of a subsystem, which is being invoiced in accordance with the rates identified in Tab 3 – Repair Work.

Year two through year five costs are subject to an annual escalator not to exceed 3% as identified Tab 1b & 2b of the Price Schedule. The final exact percentage shall be agreed upon and an amendment shall be executed in advance of the start of the annual term by the County and Penn-DelMar Power LLC to formalize the percentage.

- 422.2021 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, a contract as a result of ITB# 21-26-HA, Fire Extinguisher Services, Rebid for a period of one (1) year for the participating members of the Berks County Cooperative Purchasing Board (BCCPC) of which the County of Berks is a member as identified herein:

Antietam Fire Protection

413 Friedensburg Road

Reading, PA 19606

Total Estimated Annual Expenditure: \$130,274.50

Estimated Annual Expenditure (COB portion): \$15,845.75

With the consent of the vendor, the County reserves the option to extend the contract for four additional 1-year periods.

- 423.2021 Adopt a resolution authorizing the reappointment of Sandy Graffius, Reading, Pennsylvania to the Berks County Area Agency on Aging for a 2-year term expiring on December 31, 2023.
- 424.2021 Adopt a resolution authorizing the reappointment of Linda Groff, Reading, Pennsylvania to the Berks County Area Agency on Aging for a 2-year term expiring on December 31, 2023.
- 425.2021 Adopt a resolution authorizing the reappointment of Melissa DeMotta, Reading, Pennsylvania to the Berks County Children and Youth Services Advisory Board for a 3-year term expiring on December 31, 2024.
- 426.2021 Adopt a resolution authorizing the reappointment of Rafaela Lopez, Reading, Pennsylvania to the Berks County Children and Youth Services Advisory Board for a 3-year term expiring on December 31, 2024.
- 427.2021 Adopt a resolution authorizing the reappointment of Wynton S. Butler, Reading, Pennsylvania to the Council on Chemical Abuse Board of Directors for a 3-year term expiring on February 1, 2025.
- 428.2021 Adopt a resolution authorizing the reappointment of Crystal Dobrosky, Reading, Pennsylvania to the Berks County MH/DD

- Advisory Board for a 3-year term expiring on December 31, 2024.
- 429.2021 Adopt a resolution authorizing the reappointment of Sherry Cameron, Mohrsville, Pennsylvania to the Berks County Children and Youth Services Advisory Board for a 3-year term expiring on December 31, 2024.
- 430.2021 Adopt a resolution authorizing the appointment of Jason Brudereck, Sinking Spring, Pennsylvania to the Berks County Public Libraries Advisory Board for a 3-year term expiring December 1, 2024.
- 431.2021 Adopt a resolution authorizing execution of Amendment No. 1 for PCCD Grant (2018/2019/2020-VF-05-33220) "Enhancing Services to Berks County Victims", moving savings from year 1 to year 2 and 3 of the grant.
- 432.2021 Adopt a resolution authorizing execution of the Estoppel Certificate from the County of Berks to CHR Consulting Services, Inc. and Complete Healthcare Resources – Eastern, Inc. confirming that the Management Services Agreement between the County of Berks and Complete Healthcare Services for the furnishing of management services to the Berks Heim is valid, binding and in full force and effect and consenting to the assignment of the agreement from Complete Healthcare Resources – Eastern, Inc. to CHR Consulting Services, Inc.
- 433.2021 Adopt a resolution authorizing execution of the Community Development Block Grant ("CDBG") Program funds as an entitlement county under the Department of Housing and Urban development regulations and is eligible for funding under the Section 108 Loan Guarantee Program. The County of Berks, Pennsylvania wishes to use \$1,100,000.00 from the Section 108 Loan Guarantee Program for the purpose of financing activities of the Redevelopment Authority and the Berks County Nonprofit Development Corporation.
- 434.2021 Adopt a resolution authorizing execution of a Certification Statement and Attestation Statement for Human Services Block Grant Income and Expenditures Report for Fiscal Year 2020-2021.
- 435.2021 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair to execute the Project Request form for BenefitExpress to generate and mail the 1095c forms and E-file the forms 1094 and 1095s to the IRS for 2021 on behalf of the County of Berks. Fees are \$3.59

for each form to be printed and mailed. An additional fee of \$3.00 per form is paid for the IRS E-File.

- 436.2021 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair to execute Settlement Agreement and Release between County of Berks, Pennsylvania, and Bosada Inc. D/b/a CertaPro Painters of Lancaster ("CertaPro") to resolve dispute and settle any outstanding claims.
- 437.2021 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair to execute Agreement by and Between County of Berks, Pennsylvania and The Redevelopment Authority of the County of Berks, Pennsylvania, whereas the Authority will assist the IUOE Local 542 JATC ("IUOE"), with funding and other assistance for the Indoor Equipment Training Project.
2. Motion to authorize execution of Contract Agreements/Amendments as set forth on attached listing dated November 29, 2021. There was a total of 16 contracts.
 3. Motion to authorize execution of the payments and electronic transfers as set forth on Controller's Office vouchers listing dated December 2, 2021.
 4. Motion to authorize execution of employee payroll disbursements dated December 7, 2021.

Reports

1. Dennis Adams, Treasurer, prepared and submitted a weekly Treasurer's report.
2. The Controller's two-week report was presented by Sandy Graffius.

Report of Chief Administrative Officer - Ronald R. Seaman

Gave a detailed description of the Parks and Recreation's Holiday Lights display kicking off this weekend at Gring's Mill, as well as a list of food trucks and entertainment that will accompany the display to which all are encouraged to attend this holiday season.

Commissioners' Comments

Commissioner Rivera

Congratulated Dan Heydt taking over as Chief of APO/JPO for Bob Williams when he retires, and thanked Bob for his service. Noted from the CCAP conference, that the list of priority focuses for 2022 has been released as well as the primary focuses of the economic development component for 2022 which is workforce development as well as infrastructure, utilizing both the bill and ARP dollars.

Commissioner Barnhardt

Also commended both Bob Williams and Dan Heydt. Advised that there are two public meetings left this year on December 9, and the last being an on the road public meeting held in Muhlenberg on December 16 at 7pm, when the budget will be finalized.

Commissioner Leinbach

Congratulated Bob Williams on his many years of excellent service and leadership and wished Dan Heydt the best of luck in his impending new role. Touched upon five important upcoming topics to be addressed at the late-January CCAP leadership conference, those being: election reform, specifically pre-canvassing as well as moving the absentee ballot deadline back from seven to fourteen days; the county governance committee regarding a redundant fiber to connect radio systems and hearing from the county currently implementing it; cyber security and the fact that cyber security insurance is becoming tougher to secure; a hiring workshop where valuable insights will be gained that we hope to put into practice; as well as 65 billion dollars being set aside for new broadband, which bill includes permanent streamlining ultimately immensely helping shorten the permitting process.

Row Officers' Comments

No comments.

Public Comment

No comments.

Adjournment

There being no further business, the meeting adjourned at 10:43 a.m.

Respectfully Submitted,



Carmen Torres, Chief Clerk