

## **Commissioners' Board Meeting Minutes December 8, 2022**

The Berks County Board of Commissioners met in a regular session on Thursday, December 8, 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 December 1, 2022, Commissioners' meeting minutes were approved as presented.

Commissioner Leinbach noted that Executive Sessions were held on December 1, 2022, December 2, 2022, and December 4, 2022, dealing with personnel. A session was held on December 5, 2022, dealing with personnel and contract negotiations; another was held on December 7, 2022, dealing with contract negotiations and personnel.

### **PUBLIC HEARING**

Commissioner Leinbach opened the Public Hearing for a proposed amendment to the Berks County Comprehensive Plan 2030 update.

Mr. Matt McGough, Berks County Planning Commission, presented the Berks County Greenway, Park, and Recreation Plan Update for adoption. He displayed a brief PowerPoint presentation outlining the greenway plan, the purpose of the update, how the update was developed, and finally, an overview of the goals and implementation strategies to move the County's park, recreation, and greenway resources into the future. He informed the Commissioners that the final plan would be submitted to DCNR for approval and distributed digitally to the school districts, municipalities, and implementing partners. The plan will also be available on the Berks County Planning Commission website.

Commissioner Rivera motioned to approve resolution 421.2022 authorizing the amendment to the previously adopted Berks County Comprehensive Plan 2030 Update by adopting the 2022 Berks County Greenway, Park and Recreation Plan as an element of the County Comprehensive Plan. Commissioner Barnhardt seconded the motion. There being no further discussion, the motion carried.

- 421.2022     Adopt a resolution authorizing the amendment to the previously adopted Berks County Comprehensive Plan 2030 Update by adopting the 2022 Berks County Greenway, Park and Recreation Plan as an element of the County Comprehensive Plan.

Commissioner Leinbach closed the Public Hearing at 10:13 am.

**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 with an amendment to resolution 436.2022 to include 2024 On The Road meeting locations.

1. Authorizing:

422.2022 Adopt a resolution authorizing 2022 Budget Transfers in the amount of \$267,593 and 2022 Appropriations in the amount of \$708,000 per listing dated December 2, 2022.

423.2022 Adopt a resolution authorizing Human Resources Recommendations dated December 8, 2022, as follows:

2. Authorize the promotion of Christine Anderton from PC013181 Probation Officer IV to Quality Assurance Supervisor, Juvenile Probation Office, effective 12/09/2022. Rate of \$83,500/annually. Salary range Minimum \$55,003; Midpoint \$73,338; Maximum \$91,672. New position created by Salary Board on 12/01/2022. This request meets the criteria of the Hiring Policy. Budget 10000 – 12020.
3. Authorize the promotion of Matthew Stairiker from PC013434 Assistant Director for Emergency Management to PC010803 Deputy Director, Department of Emergency Services, effective 12/09/2022. Rate of \$90,000/annually. Salary range Minimum \$72,637; Midpoint \$96,849; Maximum \$121,061. Replacement for Sean Hart who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 16020.
4. Authorize the promotion of Donnie Swope from PC012004 Planning Manager to PC013434 Assistant Director for Emergency Management, Department of Emergency Services, effective 12/09/2022. Rate of \$82,000/annually. Salary range Minimum \$61,777; Midpoint \$82,368; Maximum \$102,961. Replacement for Matthew Stairiker who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 16020.
5. Authorize the promotion of Kimberly Fies from PC010068 Agriculture Conservation Easement Program Technician to PC013472 Deputy Director, Department of Agriculture, effective 12/09/2022. Rate of \$77,000/annually. Salary range Minimum \$51,686; Midpoint \$68,914; Maximum \$86,142. Replacement for

Emily Wangolo who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 16550.

- 424.2022 Adopt a resolution authorizing a recommendation to award and the Director of Contracts and Procurement to execute, a contract as a result of ITB # 22-23-JR, Oxygen Medical Grade for a period of one (1) year for the Berks Heim Nursing Home as follows:

Columbia Ancillary Services, Inc.  
1388 State Route 487  
Bloomsburg, PA 17815  
Estimated Annual Expenditure: \$74,551.74

The Vendor is required to hold the unit prices above fixed and firm for a period of one year ((12) months) term and to allow for capped re-determination in pricing for 6 month periods for remaining term of the contract resulting in an Agreement term for a total of twelve (12) months as detailed in the Invitation to Bid. The County reserves the right to extend the contract for two additional one-year terms upon mutual agreement of both parties in accordance with the terms of the contract governing the unit prices.

- 425.2022 Adopt a resolution authorizing the appointment of Kate Alley, Wyomissing, Pennsylvania to the Berks County Housing Authority for a 4 year term expiring on December 31, 2026.
- 426.2022 Adopt a resolution authorizing the appointment of Greg Eshelman, Mohnton, Pennsylvania, as the President of the Agricultural Land Preservation Board for a 1 year term beginning January 2023.
- 427.2022 Adopt a resolution authorizing the reappointment of Christian Y. Leinbach, as Commissioner Director to the Berks County Conservation District for a one (1) year term expiring December 31, 2023.
- 428.2022 Adopt a resolution authorizing the appointment of Joseph Rosenbaum, Douglassville, Pennsylvania, as Farmer Director, to the Berks County Conservation District Board for a four (4) year term commencing January 1, 2023 and expiring December 31, 2026.
- 429.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to the Planning Commission requesting a one-year extension through December 31, 2023, to complete an implementation project for the Comprehensive Recreation, Park and Greenway Plan Update.
- 430.2022 Adopt a resolution authorizing approval of Agreements with libraries listed below to participate in a one-time reimbursement program to clear their cardholders' overdue fines in return for adopting a fine-free program going forward.

Bernville Area Community Library

Bethel-Tulpehocken Public Library  
Boone Area Library  
Boyertown Community Library  
Brandywine Community Library  
Exeter Community Library  
Fleetwood Area Public Library  
Hamburg Public Library  
Kutztown Community Library  
Mifflin Community Library  
Muhlenberg Community Library  
Reading Public Library  
Robesonia Community Library  
Schuylkill Valley Community Library  
Sinking Spring Public Library  
Spring Township Library  
Village Library  
Wernersville Public Library  
Womelsdorf Community Library

- 431.2022 Adopt a resolution authorizing execution of the Agreement between Earthrise Enterprises, Inc. (“Earthrise”), Reading, Pennsylvania, and County of Berks (“County”) for the use of space on the 2nd Floor of the County Services Center for the operation of a snack shop; the term of this agreement shall be for one (1) year commencing January 1, 2023, and expiring December 31, 2023, and can be extended for up to two (2) additional one (1) year terms.
- 432.2022 Adopt a resolution authorizing the Berks County Solid Waste Authority, on behalf of Berks County, to apply for the 901 Municipal Waste Planning & HHW Education Grant. This grant covers 80% of the Authority’s 2024 Solid Waste Management Plan revision.
- 433.2022 Adopt a resolution authorizing a letter to the PA Department of Drug and Alcohol Programs authorizing Kathleen Noll, Executive Director of the Council on Chemical Abuse, as the Single County Authority for Berks County and designee for waiver requests relevant to the County’s DDAP Grant Agreement. This is effective for the remainder of the current grant agreement and any future agreements until DDAP is notified.
- 434.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Agreement between the Redevelopment Authority of the County of Berks (“Authority”) and County of Berks (“County”), whereas the Authority is assisting Frecon Farms, LLC with their expansion project using grant funds awarded from the Pennsylvania Redevelopment Assistance Capital Program in the amount of \$1,000,000.

- 435.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Worker Protection and Investment Certification Form, subject to final review and approval by the Solicitor's office. The form certifies that the County of Berks complies with Pennsylvania's Unemployment Compensation Law, Worker's Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws.
- 436.2022 Adopt a resolution authorizing the On The Road Commissioners' Meetings for 2023 on the following dates and locations commencing at 7:00 PM:

**March 23, 2023 @ Sinking Spring Borough**  
Borough Hall, 3940 Penn Avenue, Sinking Spring, PA 19608

**June 29, 2023 @ Borough of Tipton**  
Borough Hall, 205 South Callowhill St., Tipton, PA 19562

**September 28, 2023 @ Union Township**  
Township Building, 1445 E. Main St, Douglassville, PA 19518

**December 14, 2023 @ Tilden Township**  
Township Building, 874 Hex Highway, Hamburg, PA 19526

Commissioners amended resolution 436.2022 to include 2024 On The Road meeting locations approved during the November 29, 2022, Operations Meeting. The locations for the 2024 OTR are as follow, Muhlenberg Township in March, Colebrookdale Township in June, and Ontelaunee Township in September.

2. Motion to authorize execution of Contract Agreements/Amendments as set forth on the attached listing dated December 5, 2022.
3. Motion to authorize execution of the payments and electronic transfers as set forth on Controller's Office vouchers listing dated December 8, 2022.

**REPORTS OF TREASURER AND CONTROLLER**

1. Linda Weaver, Deputy Treasurer, presented the weekly Treasurer's report.
2. Oliver Arthur, Senior Governmental Account, presented the weekly Controller's report.

**REPORT OF CHIEF OPERATIONS OFFICER** – Ronald R. Seaman  
Mr. Seaman listed ongoing events scheduled at the Holiday Lights at Gring's Mill event.

**COMMISSIONERS' COMMENTS**

Commissioner Rivera

He announced the Christmas in the Air at Reading Airport and encouraged everyone to participate in this family event.

Commissioner Barnhardt

Gave a breakdown of the upcoming Elections Board meeting agenda.

Commissioner Leinbach

He invited everyone to attend the Gring's Mills Holiday lights and enjoy the festivities and some hot chocolate from Beansie's Cafe.

**ROW OFFICERS' COMMENTS**

No Comments

**PUBLIC COMMENT**

Don Stark, Centre Township, spoke about the proposed mail sort system for Election Services.

No online comments

**ADJOURNMENT**

There being no further business, Commissioner Leinbach adjourned the meeting at 10:30 a.m.

Respectfully Submitted,



Carmen Torres, Chief Clerk