

Commissioners' Board Meeting Minutes
June 16, 2022

The Berks County Board of Commissioners met in regular session on Thursday, June 16, 2022, at 10:00 A.M. in the Commissioners' Boardroom, 13th 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 Commissioner Kevin S. Barnhardt in attendance. Also present were Christine Sadler, Solicitor, Ronald R. Seaman, Chief Administrative 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 Commissioners' meeting minutes of June 2, 2022 were approved as presented.

Commissioner Leinbach noted that there were several Executive Sessions held, two sessions on June 8, 2022, with the first session dealing with litigation and personnel, and second session dealing with personnel, and one session on June 15, 2022, dealing with personnel, litigation, and real estate.

PUBLIC COMMENT ON AGENDA ITEMS

No comments

AGENDA ITEMS

A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach, to approve the agenda as presented.

1. Agenda Items

194.2022 A. Adopt a resolution authorizing 2021 Budget Transfers in the amount of \$141,515, and 2021 Appropriations in the negative amount of \$(90,877); and 2022 Budget Transfers in the amount of \$98,133, and 2022 Appropriations in the amount of \$1,618,024 per listing dated June 10, 2022.

195.2022 A. Adopt a resolution authorizing Human Resources Recommendations dated June 16, 2022 as follows:

1. Authorize the appointment of Mansoor Zaki to PC012241 Buyer – Purchasing Department, effective 06/17/2022. Rate of \$52,000/annually. Salary range Minimum \$37,278; Midpoint \$49,705; Maximum \$62,131. Replacing Jennifer Rhoads who was promoted. This

- request meets the criteria of the Hiring Policy. Budget 10000 – 11180.
2. Authorize the appointment of Emily Washburn to PC013425 Certified Legal Intern – Public Defender's Office, effective 08/24/2022. Rate of \$50,800/annually. Replacing Antonella Capece who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
 3. Authorize the promotion of Delia Barrios from PC012603 Voter Registrar II to Chief Registrar – Election Services, effective 06/17/2022. Rate of \$50,000/annually. Salary range Minimum \$41,168; Midpoint \$54,890; Maximum \$68,613. New position created by Salary Board on 05/05/2022. This request meets the criteria of the Hiring Policy. Budget 10000 – 11050.
 4. Authorize the promotion of Marlina Ohlinger from PC013416 Probation Officer IV to PC010126 Assistant Chief – Adult Probation, effective 06/22/2022. Rate of \$87,063/annually. Salary range Minimum \$55,979; Midpoint \$74,638; Maximum \$93,297. Replacing Amanda Stover who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12010.
 5. Authorize a salary adjustment for Kimberly Styer PC013359 Procurement Manager, Purchasing Department, effective 06/17/2022. Rate of \$72,000/annually. Salary range Minimum \$49,658; Midpoint \$66,211; Maximum \$82,764. This request meets the criteria of the Hiring Policy. Budget 10000 – 11180.
 6. Authorize a salary adjustment for George Rodrigues PC013358 Contract Manager, Purchasing Department, effective 06/17/2022. Rate of \$69,000/annually. Salary range Minimum \$49,200; Midpoint \$65,627; Maximum \$82,033. This request meets the criteria of the Hiring Policy. Budget 10000 – 11180.
 7. Authorize Jennifer Rhoads, Senior Buyer PC012240 to receive temporary compensation for additional duties associated with the vacancy of (2) two Buyer positions in the Purchasing Department. Salary of \$55,020/annually, effective 06/17/2022. The temporary compensation will extend until the training period for the Buyer positions are complete. Budget 10000 – 11180.

8. Authorize Joshua Showers, Deputy Sheriff PC010882 to work out of classification as PC012250 Sergeant – Sheriff's Department, effective 06/17/2022. Rate of \$31.21/hour. Salary range Minimum \$43,880; Midpoint \$58,507; Maximum \$73,134. The working out of classification compensation will cease upon appointment of the Sergeant position. Budget 10000 – 11510.

196.2022 Adopt a resolution authorizing the award, and the Director of Contracts and Procurement to execute, as a result of Invitation to Bid #22-02-KS, a one-year contract for Envelopes, (Blank) for the participating members of the Southeastern PA Counties Cooperative Purchasing Board (SPCCPB) including County of Berks as follows:

Lindenmeyr Monroe
3300 Horizon Drive
King of Prussia, PA 19406

Estimated Annual Expenditure (SPCCPB) - Grand Total:
\$106,418.95

Estimated Annual Expenditure – County of Berks Portion:
\$21,791.52

After the initial 90-day period, the vendor may request a price increase, not to exceed the amount supported by a signed notification of increased production costs from the manufacturer. This new price must be held for 90 days, after which a 2nd increase may be requested and supported with documentation and so on for each 90-day period throughout the contract term. Requests for price increases must be received in writing at least 14 days before the start of the next quarter. Conversely, as the initial pricing may be inflated due to the COVID pandemic, the County expects the successful supplier to pass along any price decreases received from the manufacturer. The County of Berks reserves the right to extend for two (2) additional one-year terms in accordance with the terms and conditions of the agreement, upon mutual agreement of both parties.

197.2022 Adopt a resolution authorizing Christine M. Sadler, Solicitor, to execute the Kilkenny Law engagement letter for supplemental legal representation for Children and Youth Services of Berks County for the calendar year 2022 as directed by the County Solicitor.

198.2022 Adopt a resolution authorizing execution of the Project Modification Request, Amendment No. 2 to Berks County Jail System Vivitrol Program (2019/2020-GO-MA-30986) Grant.

The amendment is to extend the grant through June 30, 2023 and reallocate budgetary dollars.

- 199.2022 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 education expenses for hazardous waste and electronics.
- 200.2022 Adopt a resolution authorizing the Berks County Solid Waste Authority, on behalf of Berks County, to apply for the 904 Municipal Recycling Program Performance Grant to the Pennsylvania Department of Environmental Protection, Bureau of Waste Management for Calendar Year 2021.
- 201.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair as an official with jurisdiction over the Section 4(f) property identified as the Stonecliffe Recreation Area / Union Canal Towpath, to sign a Letter of Concurrence with a proposed Temporary Occupancy associated with the reconstruction of a Norfolk Southern overpass as an element of PennDOT's US 422 Section 29M West Shore Bypass Reconstruction Project as documented in a letter from McCormick Taylor, Inc. dated May 27, 2022. The proposed Temporary Occupancy will impact 0.26 acres of land from the Stonecliffe Recreation Area, will have no adverse effect on the qualities, features, or attributes of the park/towpath, would not require the closure of the Union Canal Trail, and will be restored to its prior condition at the end of the project construction.
- 202.2022 Adopt a resolution authorizing a letter of support for Boyertown Area Historical Society for various grant applications pertaining to historic record archive and capital needs.
- 203.2022 Adopt a resolution authorizing a letter of support for the Berks County Conservation District's application to the 2022 PADEP Growing Greener Plus Grant Program, titled "Cacoosing Creek Floodplain and Stream Restoration Assessment".
2. Motion to authorize execution of Contract Agreements/Amendments as set forth on the attached listing dated June 13, 2022. There are a total of 27 contracts and listed the departments.
3. Motion to authorize execution of the payments and electronic transfers as set forth on Controller's Office vouchers listing dated June 16, 2022.

4. Motion to authorize execution of employee payroll disbursements dated June 21, 2022.

REPORTS OF TREASURER AND CONTROLLER

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

REPORT OF CHIEF ADMINISTRATIVE OFFICER – Ronald R. Seaman

Nothing to report

COMMISSIONERS' COMMENTS

Commissioner Rivera

Not present

Commissioner Barnhardt

He mentioned that this coming Tuesday at the Berks County Operations Meeting, we will ask for approval of the Berks County Correctional Facility Needs Assessment. He noted that a Special Election Board meeting will be held this coming Wednesday at 10:00 AM and gave a list of agenda items. Wished everyone a Happy Father's Day.

Commissioner Leinbach

Wished a Happy Father's Day to all the fathers. Congratulated Pam Seaman and Michele Ruano Weber on the Strike Out the Stigma event held in conjunction with the Reading Fightin Phils. It was a great opportunity to bring attention to Mental Health issues. He noted that on June 14th we celebrated Flag Day and spoke of the essence of the Flag. He mentioned that Commissioner Rivera is at NACo representing Berks County in the County Leadership Institute program in Washington D.C. He announced that a special meeting at BCIU co-hosted by the Commissioners, BCIU, and the District Attorney is taking place to discuss School Safety. He highlighted that on June 30, 2022, at 10:00 AM, we will hold a special ceremony at the Services Center to unveil the Berks County Liberty Bell to kick off the 250th anniversary of the celebration of the signing of the Declaration of Independence.

ROW OFFICERS' COMMENTS

No comments.

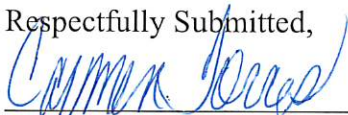
PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Commissioner Leinbach adjourned the meeting at 10:25 a.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Carmen Torres". The signature is written in a cursive style and is positioned above a horizontal line.

Carmen Torres, Chief Clerk