

Commissioners' Board Meeting Minutes
June 2, 2022

The Berks County Board of Commissioners met in regular session on Thursday, June 2, 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 Commissioners Kevin S. Barnhardt and Michael S. Rivera 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 May 26, 2022 were approved as presented.

Commissioner Leinbach noted that there were several Executive Sessions held, one on May 26, 2022, dealing with personnel, one on May 31, 2022, dealing with personnel, and one on June 1, 2022, dealing with personnel, litigation, and contract negotiations.

PUBLIC COMMENT ON AGENDA ITEMS

No comments

AGENDA ITEMS

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

1. Agenda Items

181.2022 Adopt a resolution authorizing 2022 Budget Transfers in the amount of \$41,051; and 2022 Appropriations in the amount of \$26,250; per listing May 27, 2022.

182.2022 Adopt a resolution authorizing Human Resources Recommendations dated June 2, 2022 as follows:

1. Authorize the appointment of Elizabeth Maressa to PC012327 Social Worker – Berks Heim Social Services, effective 06/15/2022. Rate of \$45,760/annually. Salary range Minimum \$35,768; Midpoint \$47,691; Maximum \$59,614. Replacing Ann Marie Loose who was promoted. This request meets the criteria of the Hiring Policy. Budget 53000 – 33140.

2. Authorize the promotion of Kim Hollinger from PC010685 Court Reporter II to PC010241 Chief Court Reporter – Court Reporters, effective 06/03/2022. Rate of \$95,000/annually. Salary range Minimum \$64,118; Midpoint \$85,491; Maximum \$106,863. Replacing Karen Moran who is retiring. This request meets the criteria of the Hiring Policy. Budget 10000 – 11620.
 3. Authorize the promotion of Susan Kissling from PC012360 Office Manager/Systems Technician to PC010238 Chief Assessor – Assessment, effective 06/13/2022. Rate of \$88,062/annually. Salary range Minimum \$57,146; Midpoint \$76,261; Maximum \$95,327. Replacing Kathe Stanislaw who is retiring. This request meets the criteria of the Hiring Policy. Budget 10000 – 11070.
 4. Authorize Susan Smith, Court Reporter II PC010695 to work out of classification assisting the Chief Court Reporter, effective 06/03/2022. Rate of \$40.61/hour. The working out of classification compensation will cease upon the creation of an Assistant Chief Court Reporter position at the next available Salary Board meeting. Budget 10000 – 11620.
 5. Authorize the utilization of a temporary agency for two (2) Data Entry Clerk positions – Treasurer's Office, effective July 11, 2022, through September 2, 2022. Positions are requested to assist with the increase in data entry associated with the annual processing of hunting licenses. Rate not to exceed \$23.25/hour. This request meets the criteria of the Hiring Policy. Budget 10000 – 11090.
- 183.2022 Adopt a resolution authorizing approval of Multi-factor Authentication Policy, Section 15.9 with an effective date of June 2, 2022, as attached.
- 184.2022 Adopt a resolution authorizing execution of the FY 2019-2020 and FY 2020-2021 for Act 35 Offender Supervision Financial Statement with the Pennsylvania Board of Probation and Parole.
- 185.2022 Adopt a resolution authorizing the appointment of Dr. Michelle Reichard-Huff, Reading, PA to the Reading Area Community College Board of Trustees to fill the remainder of a term which will expire on June 30, 2027.

- 186.2022 Adopt a resolution authorizing amending the Signal Booster Technical Requirements associated with the Berks County Public Safety Radio System, approved through the enactment of Berks County Ordinance No. 01-2020 to better define technical specifications of the macro system and make clear expectations of applicants with respect to submittals required. The amendment to the Signal Booster Technical Requirements is allowed under Section 4 of the Ordinance.
- 187.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair to execute the Programmatic Agreement between the Federal Highway Administration and Pennsylvania Historical and Museum Commission through its State Historic Preservation Officer, pursuant to 36 CFR § 800.14(b)(1) regarding the SR 222 Widening Project, State Route 222, Section 28M in Richmond, Maiden creek, and Maxatawny Townships, Berks County, Pennsylvania, acknowledging PennDOT's decision to donate \$71,908 to the Berks County Department of Agriculture for use within the Agricultural Conservation Easement Program.
- 188.2022 Adopt a resolution authorizing Ronald R. Seaman, Chief Administrative Officer, to execute Confirmation Letter from Berks Penn State Extension supporting the hiring process to fill the Office Manager position.
- 189.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair to execute the Cooperative Service Agreement between the County of Berks and the United States Department of Agriculture Animal, Plant and Wildlife Health Inspection Services, to cooperate in a wildlife deer management program for 2022-2023.
- 190.2022 Adopt a resolution authorizing Cathy Wegener, Director Parks & Recreation or Brendan Lederer, Assistant Director Parks & Recreation to execute the 2022 Deer Management Assistance Program (DMAP) Landowner/Lessee Application.
- 191.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair to execute the Master Services Agreement between Berks County (Client) and BBP Solutions, LLC (Consultant), to consult on different airport operations.
- 192.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the modified Memorandum of Understanding between the Berks County Workforce Development Board, PA CareerLink® Berks County One-Stop Partners and the County of Berks regarding the operation and management of the PA CareerLink® Berks County program providing local oversight

of workforce programming in Berks County for the period July 1, 2022 through June 30, 2023.

- 193.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair to execute and electronically submit the second amendment to the Emergency Solutions Grant – CARES Act (“ESG-CV”) Contract No.C000074187 between the Commonwealth of Pennsylvania, Department of Community and Economic Development and the Berks County Commissioners, County of Berks, to extend the termination date of the contract to August 31, 2022.
2. Motion to authorize execution of Contract Agreements/Amendments as set forth on the attached listing dated May 27, 2022. There was a total of 11 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 June 2, 2022.
4. Motion to authorize execution of employee payroll disbursements dated June 7, 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
Mr. Seaman gave a listing of events taking place in the month of June within the Parks & Recreation and the Agriculture Center.

COMMISSIONERS' COMMENTS

Commissioner Rivera

He announced the Penn Street Market commences on Penn Street Square and will run every Thursday from 10 AM to 2 PM. He mentioned this upcoming weekend will be World War II weekend and encouraged everyone to come and enjoy the event. Reading’s First Friday starts Friday, June 3rd starting at 5 PM on Penn Street. He will be attending the 2022 National Association of Counties (NACo) to represent the County of Berks.

Commissioner Barnhardt

He Congratulated Kathe Stanislaw on her retirement and Congratulated Susan Kissling on her promotion to Chief Assessor. He announced that the SOS Berks Opioid Coalition will be hosting their meeting tomorrow Friday, June 3rd and if anyone wants more information to contact his office.

Commissioner Leinbach

He gave a more detailed agenda for the World War II weekend event which runs from June 3-5 at the Reading Regional Airport. He highlighted that this will be a special World War II weekend that will pay tribute to Brenda Ellen Saylor. Encouraged everyone to stop by the event and enjoy all the festivities.

ROW OFFICERS' COMMENTS

No comments.

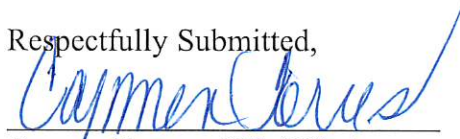
PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Commissioner Leinbach adjourned the meeting at 10:24 a.m.

Respectfully Submitted,



Carmen Torres, Chief Clerk