

Commissioners' Board Meeting Minutes October 27, 2022

The Berks County Board of Commissioners met in a regular session on Thursday, October 27, 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 Michael S. Rivera in attendance and Commissioner Kevin S. Barnhardt participating via Microsoft Teams. 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 October 20, 2022, Commissioners' meeting minutes were approved as presented.

Commissioner Leinbach noted a correction to be made in last week's Executive Session on October 18, 2022, to include personnel.

An Executive Session was held on October 20, 2022, dealing with personnel; another session was held on October 25, 2022, dealing with litigation, contract negotiations, and personnel, and a session was held on October 26, 2022, dealing with personnel.

PUBLIC COMMENT ON AGENDA ITEMS

No comments

AGENDA ITEMS

A motion was made by Commissioner Rivera and seconded by Commissioner Barnhardt to approve the agenda as presented, except for items 383.2022, 384.2022, 385.2022, 386.2022, and 387.2022, as each item was voted separately. Commissioner Rivera abstained from voting on item no. 394.2022.

A motion was made by Commissioner Rivera and seconded by Commissioner Barnhardt to approve item no 383.2022. There being no further discussion, the motion carried.

A motion was made by Commissioner Rivera and seconded by Commissioner Barnhardt to approve item no 384.2022. Commissioner Leinbach abstained from voting. There being no further discussion, the motion carried.

A motion was made by Commissioner Rivera and seconded by Commissioner Leinbach to approve item no 385.2022. Commissioner Barnhardt abstained from voting. There being no further discussion, the motion carried.

Commissioners' Meeting

October 27, 2022

A motion was made by Commissioner Barnhardt and seconded by Commissioner Leinbach to approve item no 386.2022. Commissioner Rivera abstained from voting. There being no further discussion, the motion carried.

A motion was made by Commissioner Rivera and seconded by Commissioner Barnhardt to approve item no 386.2022. There being no further discussion, the motion carried.

Authorizing:

- 369.2022 Adopt a resolution authorizing 2022 Budget Transfers in the amount of \$229,137 and 2022 Appropriations in the amount of \$427,936 per listing dated October 21, 2022.
- 370.2022 Adopt a resolution authorizing Human Resources Recommendations dated October 27, 2022, as follows:
 - 2. Authorize salary adjustments effective 10/28/2022 for Fiscal Officer's group, Department of Emergency Services and the Commissioner's Department per the attached Salary Adjustment memorandum.
 - 3. Authorize Hourly rate adjustments effective 10/28/2022 for the part-time Special Operations Group, Department of Emergency Services per the attached Hourly Rate Adjustment memorandum.
- 371.2022 Adopt a resolution authorizing the appointment of Andy Roland, Sinking Spring, Pennsylvania to the Berks County Industrial Development Authority for a 5 year term expiring on December 31, 2027.
- 372.2022 Adopt a resolution authorizing the appointment of Thomas McKeon, Reading, Pennsylvania to the Planning Commission for a 4 year term expiring on December 31, 2026.
- 373.2022 Adopt a resolution authorizing the reappointment of David Phillips, Mohrsville, Pennsylvania to the Berks County Agricultural Land Preservation Board for a 1 year term expiring on December 31, 2023.
- 374.2022 Adopt a resolution authorizing the re-appointment of Jane Goetz, Leesport, PA to the Berks County Parks and Recreation Board, for a 4 year term expiring on December 31, 2026.
- 375.2022 Adopt a resolution authorizing the re-appointment of Lee Olsen, AIA, Reading, PA to the Berks County Planning Commission, for a 4 year term expiring on December 31, 2026.

Salary Adjustments
Effective 10/28/2022

Name	Hire Date	Department	Position	Position Code	New Annual Salary	Salary Range			New salary range to be proposed on 11/3/22 Salary Board		
						Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
Smith, Bonita Jo	6/8/22	Children Services	Fiscal Manager	011102	\$74,000	\$48,454	\$64,605	\$80,757	\$58,265	\$77,687	\$97,108
Greth, Trevor	6/12/13	Facilities	Fiscal Manager	013408	\$72,000	\$45,495	\$60,661	\$75,825	\$58,265	\$77,687	\$97,108
Genslinger, Valerie	5/30/01	Domestic Relations	Fiscal and Docketing Manager	013289	\$72,000	\$45,495	\$60,661	\$75,825	\$58,265	\$77,687	\$97,108
Duffy, Kristi	2/3/10	Communications Ctr - 911	Fiscal Manager	013378	\$72,000	\$45,495	\$60,661	\$75,825	\$58,265	\$77,687	\$97,108
Noll, Megan	4/29/15	JTPA - Admin Expense	Fiscal Officer	013291	\$72,000	\$43,085	\$57,447	\$71,808	\$58,265	\$77,687	\$97,108
Ertel, Mary	12/30/15	MH / DD Services	Fiscal Officer - MH/DD	011097	\$71,000	\$45,495	\$60,661	\$75,826	\$58,265	\$77,687	\$97,108
McCarter, Kevin	8/10/16	Information Systems	Fiscal Operations Manager	013352	\$67,450	\$45,495	\$60,661	\$75,826	\$51,025	\$68,033	\$85,042
Martin, Jaime	9/16/14	Jail System	Business Manager	010216	\$67,450	\$45,281	\$60,374	\$75,468	\$51,025	\$68,033	\$85,042
Hein, Brenda	9/18/13	Sheriff	Fiscal Officer	012817	\$65,000	\$39,305	\$52,406	\$65,508	\$51,025	\$68,033	\$85,042
Zweizig, Mindy	2/18/15	Juvenile Probation	Fiscal Manager	011093	\$65,000	\$45,495	\$60,661	\$75,825	\$58,265	\$77,687	\$97,108
Johnson, Delores	3/15/00	Children Services	Fiscal Technician Supervisor	011107	\$58,300	\$40,510	\$54,013	\$67,517			
Palmer, Matika	10/28/20	JTPA - Admin Expense	Fiscal Coordinator	013427	\$53,000	\$35,963	\$47,950	\$59,938			
Stephens, Heather	8/3/11	Facilities	Fiscal Coordinator	013108	\$53,000	\$36,128	\$48,170	\$60,213			
Eping, Alison	9/14/16	Information Systems	Fiscal Assistant	013353	\$53,000	\$35,963	\$47,950	\$59,938			
Ditzio, John	9/30/20	Controller	Accounting Assistant	013445	\$51,300	\$35,963	\$47,950	\$59,938			

Name	Hire Date	Department	Position	Position Code	New Annual Salary	Salary Range			New salary range to be proposed on 11/3/22 Salary Board		
						Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
Gottschall, Brian	10/6/93	Dept of Emergency Services	Director of Emergency Services	010997	\$125,000	\$74,206	\$98,942	\$123,677	\$95,397	\$127,197	\$158,996
Weidner, Jeffrey	2/1/18	Communications Ctr - 911	Assistant Director for Planning & Technology	013379	\$82,000	\$61,777	\$82,368	\$102,961			
Stairker, Matthew	4/1/20	Dept of Emergency Services	Assistant Director for Emergency Management	013434	\$82,000	\$61,777	\$82,368	\$102,961			
Marks, Jennifer	10/10/01	Communications Ctr - 911	Education/Training Manager	011019	\$77,500	\$52,324	\$69,766	\$87,207	\$55,653	\$74,204	\$92,756
Marcano, Jes-Xequiel	6/20/12	Communications Ctr - 911	Training/OA Officer	012560	\$73,000	\$46,559	\$62,079	\$77,598	\$52,347	\$69,796	\$87,245
Castro, Nathan	3/25/15	Communications Ctr - 911	Training/OA Officer	012561	\$73,000	\$46,559	\$62,079	\$77,598	\$52,347	\$69,796	\$87,245
Smith, Michael	5/30/01	Communications Ctr - 911	Senior Watch Officer	013381	\$77,500	\$46,925	\$62,567	\$78,208	\$56,054	\$74,738	\$93,423
Hilbert, Brandon	8/27/03	Communications Ctr - 911	Watch Officer	012457	\$73,000	\$45,057	\$60,076	\$75,096	\$52,347	\$69,796	\$87,245
Katzin, Barry	1/31/01	Communications Ctr - 911	Watch Officer	012458	\$73,000	\$45,057	\$60,076	\$75,096	\$52,347	\$69,796	\$87,245
Keller, Joshua	2/10/10	Communications Ctr - 911	Watch Officer	012455	\$73,000	\$45,057	\$60,076	\$75,096	\$52,347	\$69,796	\$87,245
Kiebach, Justin	7/23/08	Communications Ctr - 911	Watch Officer	012746	\$73,000	\$45,057	\$60,076	\$75,096	\$52,347	\$69,796	\$87,245
Miller II, Blair	5/19/10	Communications Ctr - 911	Watch Officer	012694	\$73,000	\$45,057	\$60,076	\$75,096	\$52,347	\$69,796	\$87,245
Rhoads, Jeffrey	5/19/10	Communications Ctr - 911	Watch Officer	012456	\$73,000	\$45,057	\$60,076	\$75,096	\$52,347	\$69,796	\$87,245
Wood, Christina	5/2/01	Communications Ctr - 911	CAD Administration Officer	012989	\$72,000	\$49,158	\$65,544	\$81,930			
Spence, Phillip	11/2/11	Dept of Emergency Services	Emergency Planner - Radiological	011023	\$62,000	\$47,736	\$63,648	\$79,560			
Young-Kraft, Megan	7/30/14	Dept of Emergency Services	Emergency Planner	011022	\$53,000	\$47,736	\$63,648	\$79,560			
Shilling, Jeffrey	9/7/05	Dept of Emergency Services	Fire Trng Ctr Superintendent	011090	\$59,500	\$47,818	\$63,757	\$79,696			

Name	Hire Date	Department	Position	Position Code	New Annual Salary	Salary Range			New salary range to be proposed on 11/3/22 Salary Board		
						Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
Shupp, Pamela	8/31/20	Commissioners	Director of Community and Economic Development	013547	\$112,000	\$81,048	\$108,063	\$153,467			
Blauser, Jessica	1/22/14	Commissioners	Executive Assistant	011067	\$59,850	\$43,799	\$58,398	\$72,998			
Frankowski, Brittney	12/21/05	Commissioners	Executive Assistant	013474	\$59,850	\$43,799	\$58,398	\$72,998			
Lopez Leon, Barbara	1/6/20	Commissioners	Executive Assistant	011068	\$59,850	\$43,799	\$58,398	\$72,998			
Yocom-Grill, AnneMarie	10/29/21	Commissioners	Executive Assistant	011065	\$59,850	\$43,799	\$58,398	\$72,998			

Special Operations Group Hourly Rate Adjustments
Effective 10/28/2022

Name	Hire Date	Department	Position	Position Code	New Hourly Rate
English, Thomas	9/16/20	Dept of Emergency Services	HazMat Responder	012442	\$16.00
Sixtos-Flores, Christian	3/7/18	Dept of Emergency Services	HazMat Responder	012446	\$16.00
Blanchard, Daniel	4/10/02	Dept of Emergency Services	HazMat Technician	012436	\$23.50
Docherty, Kevin	1/5/05	Dept of Emergency Services	HazMat Technician	012438	\$23.50
Fox, Timothy	1/6/16	Dept of Emergency Services	HazMat Technician	012440	\$23.50
Young, Brian	9/16/20	Dept of Emergency Services	HazMat Technician	012452	\$23.50

- 376.2022 Adopt a resolution authorizing the re-appointment of Eileen Kastura, Wyomissing, PA to the Berks County Redevelopment Authority, for a 5 year term expiring on December 31, 2027.
- 377.2022 Adopt a resolution authorizing the re-appointment of James Schlegel, Reading, PA to the South Central Transit Authority and the Berks Area Regional Transportation Authority, for a 5 year term expiring on December 31, 2027.
- 378.2022 Adopt a resolution authorizing the appointment of Miguel Herrera, Reading, Pennsylvania to the Berks County Planning Commission for a 4 year term expiring on December 31, 2026.
- 379.2022 Adopt a resolution authorizing the re-appointment of Lee Olsen, AIA, Reading, PA, to the Mt. Penn Preserve Partnership Council of Governments, for a 4 year term expiring on December 31, 2026.
- 380.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair to execute a letter to Pennsylvania Treasury, Bureau of Unclaimed Property, authorizing Ronald R. Seaman as Chief Operations Officer to file a claim for unclaimed property and collect same on behalf of Berks County.
- 381.2022 Adopt a resolution authorizing Ronald R. Seaman, Chief Operations Officer, to execute and file the Pennsylvania Treasury claim form for unclaimed property.
- 382.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair to execute the following documents...
- Amendment to Investment Management Agreement between SEI Investments Management Corporation ("SIMC") and Berks County Employees' Retirement Fund ("Client") to change the current Strategy in place, fee schedule, and confidentiality terms of the agreement.
- SEI Global Private Assets VI, Collective Investment Trust Application Form, to allocate the portfolio assets in accordance with Portfolio B.
- 383.2022 Adopt a resolution accepting the resignation of the following Reading Regional Airport Authority Board members, effective immediately.
- Michael Setley
 - Andrew Muller
 - Raymond Blydenburgh
 - Craig Lutz
 - Betsey Carlisle
 - Pamela Shupp Menet

- 384.2022 Adopt a resolution authorizing the appointment of Christian Y. Leinbach, Commissioner, to the Reading Regional Airport Authority, replacing Craig Lutz, with a term expiring December 31, 2025.
- 385.2022 Adopt a resolution authorizing the appointment of Kevin S. Barnhardt, Commissioner, to the Reading Regional Airport Authority, replacing Betsey Carlisle, with a term expiring February 13, 2026.
- 386.2022 Adopt a resolution authorizing the appointment of Michael S. Rivera, Commissioner, to the Reading Regional Airport Authority, replacing Raymond Blydenburgh, with a term expiring December 31, 2026.
- 387.2022 Adopt a resolution authorizing the appointment of Ronald R. Seaman, Chief Operations Officer, to the Reading Regional Airport Authority, replacing Pamela Shupp Menet, with a term expiring December 31, 2025.
- 388.2022 Adopt a resolution authorizing the reappointment of Glenn Yeager, Reading, Pennsylvania to the Redevelopment Authority for a 5 year term expiring on December 31, 2027.
- 389.2022 Adopt a resolution authorizing the reappointment of Dr. Rudy Ruth, West Lawn, Pennsylvania to the Redevelopment Authority for a 5 year term expiring on December 31, 2027.
- 390.2022 Adopt a resolution authorizing the reappointment of Eileen Kastura, Wyomissing, Pennsylvania to the Blighted Property Review Committee for a 2 year term expiring on December 31, 2024.
- 391.2022 Adopt a resolution authorizing the reappointment of Denise Commings, West Reading, Pennsylvania to the Blighted Property Review Committee for a 2 year term expiring on December 31, 2024.
- 392.2022 Adopt a resolution authorizing the reappointment of Lee Olsen, Reading, Pennsylvania to the Blighted Property Review Committee for a 2 year term expiring on December 31, 2024.
- 393.2022 Adopt a resolution authorizing the reappointment of Ronald Heim, West Lawn, Pennsylvania to the Blighted Property Review Committee for a 2 year term expiring on December 31, 2024.

394.2022 Adopt a resolution authorizing the reappointment of Michael Rivera, Reading, Pennsylvania to the Blighted Property Review Committee for a 2 year term expiring on December 31, 2024.

2. Motion to authorize execution of Contract Agreements/Amendments as set forth on the attached listing dated October 24, 2022.
3. Motion to authorize execution of the payments and electronic transfers as set forth on Controller's Office vouchers listing dated October 27, 2022.

REPORTS OF TREASURER AND CONTROLLER

1. Linda Weaver, Chief 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 gave a list of upcoming events for Park & Recreation.

COMMISSIONERS' COMMENTS

Commissioner Rivera

He thanked Reading Regional Airport Authority board members for their dedication to the airport authority. He clarified that there would be no change to the airport operations, and we are just changing board members. He invited everyone to participate in the King Frost parade in Hamburg, PA, on Saturday, 11/29.

Commissioner Barnhardt

He, too, thanked the Reading Regional Airport Authority board members for their service to the airport. He noted that Commissioner Rivera would be chairing the Elections Board meeting later this morning and detailed some of the agenda items.

Commissioner Leinbach

He shared a video from South Heidelberg Township regarding the Wernersville Correction Center. He spoke of an incident that occurred near the center in which a homeowner was assaulted when attempting to stop an inmate from stealing their tractor. Commissioner Leinbach supported the closure of the center and asked for a letter in support of the closure of the center to be listed on a future agenda.

ROW OFFICERS' COMMENTS

No Comments

PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Commissioner Leinbach adjourned the meeting at 10:39 a.m.

Respectfully Submitted,



Carmen Torres, Chief Clerk