

Commissioners' Board Meeting Minutes
September 29, 2022

The Berks County Board of Commissioners met in a regular session on Thursday, September 29, 2022, at 7:00 P.M. On the Road at Birdsboro Borough Hall, Birdsboro, PA, 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 and Commissioner Michael S. Rivera in attendance. Also present were Christine M. Sadler, Solicitor, Ronald R. Seaman, Chief Operating 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.

MEETING HOST WELCOME FROM BIRDSBORO BOROUGH

Honorable Tony Scioli, Mayor of Birdsboro welcomed the Commissioners to Birdsboro Borough and gave a brief history of the town. He spoke about all the businesses in the Borough and the organizations that are available to the community. He spoke proudly of Birdsboro's residents, Council, Police Department, and the town's recreation areas. He is proud to represent the residents of Birdsboro and although Birdsboro is a small town, it has much to offer.

Commissioners thanked Mayor Scioli for hosting us and welcoming us to Birdsboro.

APPROVAL OF MINUTES

The September 22, 2022, Commissioners' meeting minutes were approved as presented.

Commissioner Leinbach noted that an Executive Session was held on September 28, 2022, dealing with personnel, litigation, and real estate.

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.

1. Authorizing:

328.2022 Adopt a resolution authorizing 2022 Budget Transfers in the amount of \$95,308 and 2022 Appropriations in the amount of \$573,819 per listing dated September 23, 2022.

329.2022 Adopt a resolution authorizing Human Resources Recommendations dated September 30, 2022, as follows:

1. Authorize the appointment of Jennifer Guzman to PC012326 Social Worker, Berks Heim – Social Services Department, effective 10/05/2022. Rate of

\$45,760/annually. Salary range Minimum \$35,768; Midpoint \$47,691; Maximum \$59,614. Replacing Nicole Schwamberger who separated. This request meets the criteria of the Hiring Policy. Budget 53000 – 33140.

2. Authorize the appointment of Eric Yoder to PC012327 Social Worker, Berks Heim – Social Services Department, effective 10/12/2022. Rate of \$45,760/annually. Salary range Minimum \$35,768; Midpoint \$47,691; Maximum \$59,614. Replacing Elizabeth Maressa who separated. This request meets the criteria of the Hiring Policy. Budget 53000 – 33140.
 3. Authorize the promotion of Elise Santarelli from PC011154 Judicial Administrative Assistant to PC010674 Court System Improvement Manager, Court Administration, effective 10/11/2022. Rate of \$60,000/annually. Salary range Minimum \$44,071; Midpoint \$58,761; Maximum \$73,451. Replacing Trista Oxenreider who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
 4. Authorize Trista Oxenreider, Assistant Special Court Administrator PC010192 to receive temporary compensation for additional duties associated with the vacancy of the Court Systems Improvement Manager positions in Court Administration Department. Salary of \$67,814/annually, effective 09/30/2022. The temporary compensation will end on December 30, 2022, when the training period for the Court Systems Improvement Manager position is complete. Budget 10000 – 11610.
- 330.2022 Adopt a resolution authorizing approval of the Temporary Assignment of Additional Work - Project Policy, Section 6.4, of the Human Resources Policy & Procedure Manual, effective September 29, 2022.
- 331.2022 Adopt a resolution authorizing approval of the Temporary Assignment of Additional Work – Extended Vacancy Policy, Section 6.5, of the Human Resources Policy & Procedure Manual, effective September 29, 2022.
- 332.2022 Adopt a resolution authorizing the establishment of a micro-purchase threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with Code of Federal Regulations §200.320. This resolution shall serve as the County's self-certification to establish a micro-purchase threshold of Fifty Thousand (\$50,000.00) Dollars. This threshold shall only be applicable

in such cases that procurement of the required goods and/or services under the County Code, 16 P.S. §§1800, et seq., (hereafter "Code") for third class counties has a higher purchase threshold than that amount identified under 45 CFR Part 75 and 2 CFR Part 200, or has no threshold, i.e. those purchases of goods or services considered to be exempt under Code. This self-certification is being established for a one-year term and shall be effective October 21, 2022. Property, goods and/or services purchased utilizing federal funds shall continue to follow the greater/more stringent of the following requirements, the Code or 45 CFR Part 75 and 2 CFR Part 200, referenced as "Uniform Guidance."

- 333.2022 Adopt a resolution authorizing a letter of support for the Redevelopment Assistance Capital Project (RACP) application to the Commonwealth of PA for ByHeart in the amount of \$3,117,588 for construction and related site upgrades which will enable the activation of their second Liquid Room 2 and 120cpm production line which will enable them to quadruple their production output, maximizing efficiency and boosting supply to a critical market desperately in need of inventory.
- 334.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Loan Agreement and related documents between The Berks County Redevelopment Authority ("Authority") and the County of Berks ("County"), to extend a bridge loan in the amount of \$5,000,000.00 dollars, to assist the Authority with various infrastructure and capacity upgrade projects. The loan shall be repaid by the Authority upon obtaining the Railroad Rehabilitation and Improvement Financing Loan ("RIFF Loan") from the United States Department of Transportation.
- 335.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Pennsylvania Commission on Crime and Delinquency Award Notification for subgrant 36917, awarding funds for the Forensic Science/Combating Opioids project within the District Attorney's office in the amount of \$87,848.00 for the period July 1, 2022 – June 30, 2023.
- 336.2022 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Pennsylvania Emergency Management Agency 911 Statewide Interconnectivity Funding Grant Agreement between the Commonwealth of Pennsylvania ("Commonwealth"), acting through the Pennsylvania Emergency Management Agency ("PEMA"), and the County of Berks, for the distribution and use of statewide interconnectivity funding for BERKS NG911 CHE Migration Project and BERKS NG911 PSAP Conformance Project.

2. Motion to authorize execution of Contract Agreements/Amendments as set forth on the attached listing dated September 26, 2022. There is a total of 10 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 September 29, 2022.

AGENDA APPROVAL

REPORTS OF TREASURER AND CONTROLLER

1. Commissioner Leinbach read the weekly Treasurer's report.
2. Grazyna Nykiel, First Deputy Controller, presented the weekly Controller's report.

REPORT OF CHIEF OPERATIONS OFFICER – Ronald R. Seaman

Mr. Seaman announced the Berks County Heritage Center's Lantern Tours and More, taking place on October 7th between the hours of 5:30-7:00 PM.

COMMISSIONERS' COMMENTS

Commissioner Rivera

Thanked all those County departments who participated in the Puerto Rico Festival and took the time to share what Berks County has to offer. Congratulated East Penn Manufacturing on celebrating its 75th Anniversary. He announced several events taking place this upcoming weekend. He reminded everyone that October is breast cancer survivor month.

Commissioner Barnhardt

Thanked Birdsboro Borough and their hospitality through Mayor Scioli. He gave a list of some of the many events taking place this weekend in Berks County. He invited everyone to take advantage of the weather and come out to some of the events throughout the community.

Commissioner Leinbach

He announced he will be attending the Berks County Farm Bureau dinner at the Oley Fairgrounds. He shared a video about the Reading Aero Club which are celebrating its 90th Anniversary and will be holding a career fair. The career fair is taking place on October 1, 2022, at the Reading Regional Airport.

ROW OFFICERS' COMMENTS

Mary Kozak, Recorder of Deeds spoke about receiving feedback from the public and looking to improve processes within her office. She indicated that she attended the Crime Alert Berks awards and was proud of the Brecknock Township Chief of Police getting the award.

PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Commissioner Leinbach adjourned the meeting at 7:42 p.m.

Respectfully Submitted,



Carmen Torres, Chief Clerk