

## **Commissioners' Board Meeting Minutes January 5, 2017**

The Berks County Board of Commissioners met in regular session on Thursday, January 5, 2017, at 10:00 A.M. in the Boardroom on the 13th floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Christian Y. Leinbach participating via telephone. Commissioner Mark C. Scott was absent. Also present were First Assistant County Solicitor Chad Schnee, Chief Administrative Officer Ronald R. Seaman and Chief Clerk Maryjo Gibson.

Commissioner Barnhardt opened the meeting with a moment of silence and Pledge of Allegiance to the Flag.

### **Approval of Minutes**

The minutes of December 15, 2016 Commissioners' Meeting and the December 20, 2016 Commissioners' Special Meeting were approved as presented.

### **Agenda Items**

1. A motion was made by Commissioner Leinbach, seconded by Commissioner Barnhardt and all voted unanimously to approve the items listed below:
  - 01.17 Adopt a resolution authorizing 2016 Budget Transfers in the amount of \$309,152.00, 2016 Appropriations in the amount of \$71,301.00, 2017 Budget Transfers in the amount of \$15,383.00 and 2017 Appropriations in the amount of (\$70,000.00) per listing dated January 4, 2017.
  - 02.17 Adopt a resolution authorizing Robert Patrizio, Chief Financial Officer, to execute a Letter of Credit in the amount of \$65,000, and all required documents issued by Tompkins Vist Bank in favor of PMA Insurance Group for the annual worker compensation reserve requirement for the period January 14, 2017 through January 14, 2018.
  - 03.17 Adopt a resolution authorizing EH&D, Berks County's Insurance Broker, to place coverage for Partners in Parenting ("PIP") for Berks County Children and Youth Services for the period January 8, 2017 through January 8, 2018.
  - 04.17 Adopt a resolution authorizing Human Resources Recommendations per listing dated January 5, 2017 as follows:
    1. Authorize the transfer of Kristen Ketch, PC010061

Administrative Floater to PC011922 Office Support IV – M/C – Court Administration, effective 1/11/2017. Rate of \$36,791/annually. Salary range Minimum \$30,986; Midpoint \$41,314; Maximum \$51,643. Replacement for C. Ornella Amoroso who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.

- 05.17 Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Letter of Amendment 2 to the General Reimbursement Agreement for Federal Aid Projects (No. R15050004-2) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Hartz Mill Bridge Superstructure Replacement Project, County Bridge 38A, Caernarvon Township. This amendment increases the total project costs to \$683,000 to incorporate the professional costs for Final Design, Utility Clearances, ROW Acquisition and Services During Construction into the overall funding for the project.
- 06.17 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to CC Johnson & Malhotra, PC (CCJM), 4660 Trindle Road, Camp Hill, PA 17011-5600 granting a transfer of funds in the amount of \$3,019.40 to cover additional costs associated with waterway permit submissions to the PA Department of Environmental Protection (PaDEP) for the Fisher Mill Road a/k/a Manatawny Bridge Replacement Project (County Bridge 58B). This proposed transfer of funds results in no net increase to the value of the agreement.
- 07.17 Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Letter of Amendment 1 to the General Reimbursement Agreement for Federal Aid Projects (No. R15050006-1) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Fisher's Mill Bridge Superstructure Replacement Project, County Bridge 34A, Amity Township. This amendment increases the total project costs to \$498,214 to incorporate the professional costs for Final Design, Utility Clearances and ROW Acquisition into the overall funding for the Project. All other terms and conditions of the original Agreement, which are not being modified by this Letter of Amendment, remain in full force and effect.
- 08.17 Adopt a resolution authorizing execution of the signature page to the Subordination, Non-Disturbance and Attornment Agreement ("SNDA") between Wells Fargo Bank, National Association, Philadelphia, Pennsylvania, Cambridge-Lee Industries, LLC,

Reading, Pennsylvania and the County of Berks. The County is a tenant of Cambridge-Lee Industries, LLC, by virtue of a cell tower lease, and Cambridge-Lee is refinancing a loan secured by its property at 86 Tube Drive and 86A Tube Drive, Ontelaunee Township, and the lender is requiring a SNDA signed by the County.

- 09.17 Adopt a resolution authorizing execution of the Amendment to Lease Agreement between the County of Berks and Opportunity House, Reading, Pennsylvania, for office space located on the 15<sup>th</sup> Floor of the Berks County Services Center. The Amendment extends the term of the Lease Agreement for a ten year term ending December 31, 2026 and incorporates and amortizes the renovation project costs and materials in the monthly rental fee.
- 10.17 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the Partnership Agreement between the County of Berks (“County”) and Berks County Workforce Development Board (“WDB”) to define the roles and responsibilities of the County and WDB as they relate to local governance structure defined in the Workforce Innovation and Opportunity Act of 2014.
- 11.17 Adopt a resolution authorizing execution of Engineering Services Agreement EA-186970-16 between the County of Berks and Rettew Associates, Inc., Lancaster, Pennsylvania, to provide assistance in the preparation and submittal of an Emergency Permit Request to the Pennsylvania Department of Environmental Protection in the interest of stabilizing an eroded streambank along Plum Creek on the Union Canal Trail near the Plum Creek Bridge.
- 12.17 Adopt a resolution authorizing the reappointment of Thomas Xavios, Reading, Pennsylvania, to the Council on Chemical Abuse Advisory Board for a three (3) year term expiring February 1, 2020.
- 13.17 Adopt a resolution authorizing the reappointment of Dr. Jill Hackman, Reading, Pennsylvania, to the Council on Chemical Abuse Advisory Board for a three (3) year term expiring February 1, 2020.
- 14.17 Adopt a resolution authorizing the reappointment of Kevin Rudy, Mohnton, Pennsylvania, to the Council on Chemical Abuse Advisory Board for a three (3) year term expiring February 1, 2020.

- 15.17 Adopt a resolution authorizing the appointment of Summer Gaskin, Fleetwood, Pennsylvania, to the Berks County Children and Youth Services Advisory Board to fill an unexpired term. The term will expire on December 31, 2018.
- 16.17 Adopt a resolution authorizing the reappointment of Mitch Darcourt, Wyomissing, Pennsylvania, as Chairman of the Berks County Board of Assessment Appeals for a one (1) term ending December 31, 2017.
2. Motion authorizing Christian Y. Leinbach as Chairman of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated January 3, 2017.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated January 3, 2017 for week ending January 4, 2017 and the payment of electronic transfers and employee payroll.

### **Reports**

1. County Treasurer A. Dennis Adams, CPA submitted a prepared weekly Treasurer's report.
2. The Controller's weekly report was presented by County Controller Sandy Graffius.

### **REPORT OF CHIEF FINANCIAL OFFICER**

Robert J. Patrizio reported there will be a Budget/Operations meeting today at 2:00 p.m. to discuss Information Systems five year software/hardware project plan.

### **REPORT OF CHIEF ADMINISTRATIVE OFFICER**

Ronald R. Seaman had no comments.

### **COMMISSIONERS' COMMENTS**

Commissioner Barnhardt had no comments.

Commissioner Leinbach wished everyone a Happy New Year and is hopeful 2017 will bring some very good things for the country, Pennsylvania and the County. Commissioner Leinbach highlighted an issue his office is looking into regarding a requirement from DEP to Geigertown to install sewers, and a complaint from a citizen regarding the way the State calculated the medium income for residents of that area in determining how much to charge residents for the work. Commissioner Leinbach commented the residents say the amount is too high and wrong. Commissioner Leinbach reported he has asked the Berks County Planning Commission to assist in ascertaining the medium income in the region, and asked the Reading Eagle to look into this matter.

**COMMENTS FROM THE FLOOR**

There were no comments from the floor.

There being no further business, the meeting adjourned at 10:16 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk