

Commissioners' Board Meeting Minutes January 7, 2016

The Berks County Board of Commissioners met in regular session on Thursday, January 7, 2016, 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 Chair Christian Y. Leinbach called the meeting to order with Commissioner Kevin S. Barnhardt and Commissioner Mark C. Scott in attendance. Also present were County Solicitor Christine M. Sadler, Chief Operating Officer Carl E. Geffken and Chief Clerk Maryjo Gibson.

Commissioner Leinbach opened the meeting with a moment of silence and Pledge of Allegiance to the Flag. Commissioner Leinbach announced there were two Executive Sessions held December 17, 2015 and December 21, 2015 to discuss personnel issues.

Approval of Minutes

The minutes of the December 17, 2015 Commissioners' Board Meeting and the January 4, 2016 Reorganizational Meeting were approved as presented.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
 - 02.16 Adopt a resolution authorizing 2015 Budget Transfers in the amount of \$269,821.00, 2015 Appropriations in the amount of \$1,277,361.00 and 2016 Budget Transfers in the amount of \$7,812.00 per listing dated January 6, 2016.
 - 03.16 Adopt a resolution authorizing Human Resources Recommendations per listing dated January 7, 2016 as follows:
 1. Authorize the appointment of Helene Salgado to PC012326 Social Worker – Berks Heim, Social Services Department, effective 1/12/2016. Rate of \$33,794/annually. Salary range Minimum \$33,744; Midpoint \$44,991; Maximum \$56,239. Replacement for Rebecca Fitz who transferred. This request meets the criteria of the Hiring Policy. Budget 53000 – 33140.
 2. Authorize the transfer of Cathy Wegener, PC011000 Director of Interpretative Services to Program Manager – Parks Department, effective 1/6/2016. Rate of \$59,746/annually. Salary range Minimum \$43,437;

Midpoint \$57,916; Maximum \$72,395. New position created by Salary Board on 1/4/2016. This request meets the criteria of the Hiring Policy. Budget 10000 – 16070.

3. Authorize the transfer of Brendan Lederer, PC012972 Natural Resource Manager to Resource Manager – Parks Department, effective 1/6/2016. Rate of \$52,000/annually. Salary range Minimum \$43,437; Midpoint \$57,916; Maximum \$72,395. New position created by Salary Board on 1/4/2016. This request meets the criteria of the Hiring Policy. Budget 10000 – 16070.
 4. Authorize the transfer of Rebecca Hughes, PC012682 Part-time Museum Coordinator to full-time Program Supervisor – Parks Department, effective 1/6/2016. Rate of \$42,000/annually. Salary range Minimum \$38,992; Midpoint \$51,989; Maximum \$64,986. New position created by Salary Board on 1/4/2016. This request meets the criteria of the Hiring Policy. Budget 10000 – 16070.
 5. Authorize the promotion of Karen Moran from PC010689 Court Reporter II to PC010241 Chief Court Reporter – Court Reporter Department, effective 1/13/2016. Rate of \$80,000/annually. Salary range Minimum \$60,489; Midpoint \$80,651; Maximum \$100,814. Replacement for James Blair who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11620.
- 04.16 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the Application for Excess Loss Insurance provided by Transamerica Life Insurance Company for covered expenses from January 1, 2015 through December 31, 2016 and paid from January 1, 2016 through December 31, 2016.
- 05.16 Adopt a resolution authorizing execution the Pennsylvania Emergency Management Agency State Fiscal Year 2015/2016 Hazardous Material Response Fund Grant Agreement in the amount of \$43,949.00. This is an annual recurring grant agreement used to manage, update and perform hazardous response reports, requirements and training.
- 06.16 Adopt a resolution authorizing execution of the Fiscal Year 2014-2015 Early Intervention Services Report to the Pennsylvania

Department of Human Services, Bureau of Financial Operations.

- 07.16 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the Local Agency Grant Agreement for the 2016 Senior Farmers Market Nutrition Program between the County of Berks, on behalf of the Berks County Area Agency on Aging and the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Agriculture, which provides funds to eligible senior citizens of the Commonwealth to purchase fresh fruits and vegetables from Pennsylvania farmers who offer their produce for sale at designated farm markets.
- 08.16 Adopt a resolution authorizing the appointment of Thomas J. Mitchell, Barto, Pennsylvania to the Reading Area Community College Board of Trustees for a term expiring June 30, 2021. This is a replacement for John Woodward who resigned.
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 5, 2016. Commissioner Leinbach reported there was 29 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated January 5, 2016 for week ending January 6, 2016 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 First Deputy Controller Ronald Rutkowski. Mr. Rutkowski reported the funds coming from the State today are expected to be about \$21 million leaving an outstanding balance of about \$5.1 million.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken reported beginning today Bob Patrizio and himself will do alternate Budget and Operations Meetings, and today starting at 2:00 p.m. will be the first Operations Meeting where the Commissioners will discuss the potential downtown campus assessment similar to what was done at the Jail, and wrap up the discussion on Swiftwater Lane.
2. Robert J. Patrizio had no report.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt commented on item #5 on the Human Resources Agenda applauding the promotion of Karen Moran to Chief Court Reporter replacing James Blair, who is retiring after 30 years. Commissioner Barnhardt commented Jim Blair has been a real dedicated, hardworking employee.

Commissioner Scott commented on his appointment of Thomas Mitchell to the Reading Area Community College Board of Trustees. Commissioner Scott mentioned that Mr. Mitchell hails from Barto, the eastern part of Berks County and started his career as a teacher and worked in and started a successful career in the insurance industry, but has retained a strong interest in education.

Commissioner Leinbach commented the Pennsylvania Farm Show will begin this Saturday and will be celebrating its 100th Anniversary this year. Commissioner Leinbach and his Executive Assistant Mary Buerer have again invited three (3) area students to attend next Wednesday and who are very serious about a future in agriculture and farming.

There being no further business, the meeting adjourned at 10:18 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk