

Commissioners' Board Meeting Minutes January 23, 2020

The Berks County Board of Commissioners met in regular session on Thursday, January 23, 2020, at 10:00 A.M. in the Commissioners' Boardroom, 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 Michael S. Rivera in attendance. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman and Chief Clerk Maryjo Gibson.

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

Public Hearing

The Board of Commissioners convened a required public hearing to receive the Berks County Comprehensive Plan 2030 Update ("Plan").

David Hunter, Executive Director of the Berks County Planning Commission, and members of the Planning Commission Staff, Cheryl Auchenbach, Planner III-Developmental Specialist, and Matthew McGough, Planner III, Intergovernmental Affairs, presented the Plan to the Board of Commissioners. Mr. Hunter stated the Plan was advertised twice and serves as a guide in planning purposes by local municipalities and noted the Planning Staff used comments from local municipalities, residents and businesses in developing the Plan.

First Assistant County Solicitor J. Chadwick Schnee reported there were two revisions to the draft Plan; one change was to land use designation in the Centre Township area, and the other was modifying landfill language within the Plan which was requested by the prior Board of Commissioners.

Commissioner Leinbach opened the hearing for comments. Elaine Schaefer, Executive Director of the Schuylkill River Greenway Association ("SGA"), commented that after many requests to be made part of the Plan, SGA is now included in several parts of the Plan, and talked about the role the SGA pertaining to planning purposes.

Seeing no further comments, Commissioner Leinbach called for a motion to accept the Plan. Commissioner Barnhardt motioned to approve the Berks County Comprehensive Plan – 2030 Update. Said motion was seconded by Commissioner Rivera. The motion carried and the following resolution was adopted.

- 21.2020 A. Adopt a resolution of the Berks County Board of Commissioners adopting the Berks County Comprehensive Plan – 2030 Update in accordance with the provision of the Pennsylvania Municipalities Code.

Approval of Minutes

The minutes of January 16, 2020 Commissioners' Board Meeting and January 16, 2020 Budget/Operations Meeting were approved as presented.

Commissioner Leinbach announced there was an Executive Session held yesterday, January 22, 2020, dealing with litigation and personnel.

Public Comment on Agenda Items

None.

Agenda Items

1. A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Rivera, and all voted unanimously to approve the items listed below:
 - 22.2020 Adopt a resolution authorizing 2019 Budget Transfers in the amount of \$139,267; 2019 Appropriations in the amount of \$244,847; 2020 Budget Transfers in the amount of \$422,602 and 2020 Appropriations in the amount of \$657,469 per listing dated January 21, 2020.
 - 23.2020 Adopt a resolution authorizing Human Resources Recommendations per listing dated January 23, 2020 as follows:
 1. Authorize the appointment of Derek Gerhart to PC011133 Internal Auditor – Office of the Controller, effective 01/29/2020. Rate of \$45,000/annually. Salary range Minimum \$41,887; Midpoint \$55,849; Maximum \$69,811. Replacement for Joann Kunz who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.
 2. Authorize the appointment of Suzanne Lorah to PC011769 Part-time Office Support III – District Judges, effective 02/05/2020. Rate of \$16.00/hour. Replacement for Brenna Longenecker who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11610.
 3. Authorize the promotion of Lisa Lewis from PC012101 Probation Officer IV to PC010136 Assistant Chief – Juvenile Probation, effective 02/05/2020. Rate of \$81,500/annually. Salary range Minimum \$52,197; Midpoint \$69,596; Maximum \$86,995. Replacement for Barbara Dancy who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 12020.

24.2020 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute as a result of Invitation to Bid #19-35-JR, three (3) contracts for Food Provisions for the Jail System for an eight (8) month period as follows:

Sysco Central PA

3905 Corey Road
Harrisburg, PA 17109

Line Items:

24,31,35,37,38,39,48,52,57,64,65,99,100,101,113,121,123,124,
125,127,128,132,136,139,150,151,152,153,156,163,166,167,168,
169

Estimated Expenditure: **\$43,932.95**

National Food Group dba CSV Sales Inc.

46820 Magellan Dr. Ste A
Novi, MI 48377

Line Items: 43,47,53,138,140,141,142,144,165

Estimated Expenditure: **\$29,028.10**

Driscoll Foods

174 Delawanna Ave
Clifton, NJ 07014

Line Items:

1,2,3,4,6,7,8,9,10,11,13,14,15,16,17,18,19,20,21,22,23,25,26,27,
28,29,30,32,33,34,36,40,41,42,44,46,49,50,54,55,56,58,59,61,62,
63,66,67,68,69,70,71,82,83,84,85,86,87,88,89,90,91,92,93,94,95,
96,97,98,102,103,104,105,106,107,108,109,110,111,112,114,
115,116,117,118,119,122,126,129,130,131,133,134,135,137,143,
145,146,147,148,149,154,155,157,158,159,160,161,162,164

Estimated Expenditure: **\$657,453.30**

The Vendor is required to hold the unit prices above fixed and firm for a period of one six (6) month term and to allow for capped re-determination in pricing for remaining term of the contract resulting in an Agreement for a total of eight (8) months as detailed in the Invitation to Bid. The County reserves the right to extend the contract for two (2) additional one (1) year terms upon mutual agreement of both parties in accordance with the terms of the contract governing the unit prices.

25.2020 Adopt a resolution authorizing Brian Gottschall, Director of the Department of Emergency Services ("Director"), to execute the Agreement for Information Exchanges between the Pennsylvania State Police ("PSP"), Administrator of the Commonwealth Law Enforcement Assistance Network ("CLEAN") and the County of Berks, through its Department of Emergency Services, granting access to CLEAN by the County of Berks, and further authorizing

the Director to enter into Servicing Terminal and Non-Terminal Agency agreements with various municipal and regional law enforcement agencies and other authorized users for access to CLEAN, and to amend and re-execute these agreements as required to address changes required by the PSP or personnel changes.

- 26.2020 Adopt a resolution authorizing the reappointment of Dr. Jill M. Hackman, Reading, Pennsylvania, to the Council on Chemical Abuse Advisory Board for a three (3) year term expiring February 1, 2023.
- 27.2020 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, 2023.
- 28.2020 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, 2023.
- 29.2020 Adopt a resolution authorizing the appointment of Charles F. Barbera, Wyomissing, Pennsylvania, to the Berks County Area Agency on Aging to fulfill the unexpired term of Kolin Good. This term will expire on December 31, 2021.
- 30.2020 Adopt a resolution authorizing the reappointment of Raymond Hubbard, Wyomissing, Pennsylvania, to the Berks County Mental Health/Developmental Disability Advisory Board for a three (3) year term expiring December 31, 2022.
- 31.2020 Adopt a resolution authorizing the reappointment of Charles Jones, Reading, Pennsylvania, to the Berks County Public Libraries Board of Directors for a three (3) year term expiring December 31, 2022.
- 32.2020 Adopt a resolution authorizing the reappointment of Peter Schuchman, Sinking Spring, Pennsylvania, to the Berks County Public Libraries Board of Directors for a three (3) year term expiring December 31, 2022.
- 33.2020 Adopt a resolution authorizing the reappointment of Jobany Bedoya, Reading, Pennsylvania, to the Council on Chemical Abuse Board of Directors for a three (3) year term expiring February 1, 2023.
- 34.2020 Adopt a resolution authorizing the reappointment of Danelle Bower, Shoemakersville, Pennsylvania, to the Council on Chemical Abuse Board of Directors for a three (3) year term expiring February 1, 2023.

- 35.2020 Adopt a resolution authorizing the appointment of Andrea E. Mertz , Shillington, Pennsylvania, to the Council on Chemical Abuse Board of Directors for a three (3) year term replacing Brian Engelhardt. This term will expire February 1, 2023.
- 36.2020 Adopt a resolution authorizing the reappointment of Jeffery Auman, West Lawn, Pennsylvania, to the Council on Chemical Abuse Board of Directors for a term expiring February 1, 2021.
- 37.2020 Adopt a resolution authorizing the appointment of Harry F. Adams, Wyomissing, Pennsylvania, to the Berks County Local Emergency Planning Committee effective January 23, 2020.
- 38.2020 Adopt a resolution authorizing the appointment of Richard J. Stanley, Reading, Pennsylvania, to the Berks County Local Emergency Planning Committee effective January 23, 2020.
- 39.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Reimbursement Grant Agreement Supplement for Federal Aid Projects (R15050003) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Peach Street Bridge Replacement Project, County Bridge 10B, Kutztown Borough. This Supplement increases project costs by the provision of funding for the final design, utility relocation, and right-of-way acquisition phases, as shown on Exhibit "A03" of the Agreement Supplement as well as revises other provisions of the Agreement to meet current standards.
- 40.2020 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Certification of County Funds for 2020 Program Year to the State Bureau of Farmland Preservation for the appropriation of County matching funds in the amount of \$1,044,578 for the purchase of agricultural conservation easements. Tami Hildebrand, Executive Director of the Department of Agriculture, attended the meeting to request funding for the purchase of agricultural conservation easements in 2020, and for the Board to execute the required Certification of County Funds to the State Bureau of Farmland Preservation. Ms. Hildebrand reported the County has already received 117 applications this year and will most likely go over 75,000 acres of preserved farmland, making Berks County first in the State program.
- 41.2020 Adopt a resolution ratifying, confirming and accepting the proposal letter dated January 6, 2020 submitted by American Geotech, Inc., Woodbridge, New Jersey to provide Geophysical and Geotechnical Investigation at the Heritage Center site regarding the Epler School move at a not to exceed amount of \$10,700.

2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated January 21, 2020. Commissioner Leinbach reported there are 8 contracts and referenced the departments.
3. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated January 21, 2020 for week ending January 22, 2020 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 Patrizio reported the Budget/Ops Meeting will begin at 2:00 p.m., and there will be a discussion of the CGL Proposal; a discussion of Courthouse/Services Center security and a County public relations process discussion.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman had nothing to report at this time.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Commissioner Barnhardt reported he attended the Mt. Penn Preserve Meeting last evening, and the Committee is moving forward on the proposal to evaluate the trail system in identifying which trails should be closed and which trails should be improved. Commissioner Barnhardt mentioned the Mt. Penn Preserve will be contacting the Planning Commission for assistance in applying for grants to assist in this project.

Commissioner Barnhardt reported the County has issued and posted on its website a Request for Information ("RFI") to operate the Youth Recreational Facility. The responses are due February 4, 2020.

Commissioner Barnhardt read a letter the Commissioners received from Milton Moritz, the son of a 105-year-old resident at the Berks Heim, who recently passed away. Mr. Moritz thanked Mr. Brennan and the staff at the Berks Heim for the excellent manner in which they cared for his mother for the nearly five years she had been a resident.

Commissioner Rivera

Commissioner Rivera provided an update on his recent visit to the Jail where he met with the Warden and Senior Staff.

Commissioner Rivera also visited the Muhlenberg Library and was impressed by the teen programs and after school programs the Library offers.

Commissioner Rivera mentioned he attended the Employee Recognition Breakfast last Friday, remarking it is great to see the longevity of County employees.

Commissioner Rivera reported this past Saturday he and Commissioner Barnhardt attended the ribbon cutting ceremony of the new Klein Transportation Center for bus service between Reading and New York City.

Commissioner Leinbach

Commissioner Leinbach read a letter the Board received from a homeless veteran expressing his deep gratitude on the assistance he recently received from Jason Mattise-Nauman, Deputy Director of Veterans Affairs. The letter writer stated Mr. Mattise-Nauman has given him hope and strength.

Commissioner Leinbach shared he has begun listening to audio books because he doesn't have the time he used to sit down and read a book. He finds he listens to more books then he would have time to read.

ELECTED OFFICIALS' COMMENTS

Referring to Commissioner Leinbach's comments on audio books, County Controller Graffius commented she is a member of the Reading Public Library, and as a member at the end of the year, the staff informs you how much money you saved by borrowing books, CDs, etc.

Referencing the letter Commissioner Leinbach read regarding the veteran, Recorder of Deeds Mary Kozak shared her and her staff's experience with the assistance they provided the veteran.

COMMENTS FROM THE FLOOR

Crystal Kowalski, Wyomissing, commented on her concerns if the County was to privatize the Jail or hire an outside firm to lease the Jail.

All three Commissioners assured Ms. Kowalski they are not in favor of privatizing the jail but have differing opinions on how a new jail should be built.

There being no further business, the meeting adjourned at 11:00 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk