

## **Commissioners' Board Meeting Minutes February 21, 2013**

The Berks County Board of Commissioners met in regular session on Thursday, February 21, 2013, 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 Solicitor Alan Miller and Chief Clerk Maryjo Gibson.

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

### **Approval of Minutes**

The minutes of February 14, 2013 Commissioners' Board Meeting were approved as presented.

### **Consent Agenda Items**

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
  - 51.13 Adopt a resolution authorizing 2012 Budget Transfers in the amount of \$16,320.00, 2013 Budget Transfers in the amount of \$100,046.00 and 2013 Appropriations in the amount of \$6,002.00 per listing dated February 15, 2013.
  - 52.13 Adopt a resolution authorizing Robert Patrizio, Chief Financial Officer, to execute an Amendment to Letter of Credit to the PMA Insurance Group for the period January 14, 2013 to January 14, 2014, and further authorizes payment of the renewal fee for said Letter of Credit.
  - 53.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated February 21, 2013 as follows:
    1. Authorize transfer of Winter Stokes, PC011925 Office Support IV (M/C) – Jail to PC012897 Administrative Assistant – Jail, effective 2/27/13. Rate of \$42,285/annually. Salary range Minimum \$31,713; Midpoint \$42,285; Maximum \$52,856. New position created by Salary Board on 2/21/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
  - 54.13 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute as a result of Invitation to

Bid # 12-32-LE, one year contracts for Medical Supplies to be utilized by the Berks Heim, Coroner's Office, Adult Probation and Juvenile Probation as follows:

**Bound Tree Medical, LLC**

5000 Tuttle Crossing

Dublin, OH 43106

Line Items: 76, 112, 118-A, 118-B, 118-C

**Estimated Annual Expenditure: \$2,132.20**

**Gulf South Medical Supply**

4345 Southpoint Boulevard

Jacksonville, FL 32216

Line Items: 3, 4, 5, 6, 9, 10, 11, 22, 23, 31, 36, 38, 41, 42, 52, 59, 61, 70, 71, 73, 74, 92, 93, 95, 97, 99, 101, 102, 103, 104, 105, 110, and 121

**Estimated Annual Expenditure: \$50,418.38**

**Manheim Medical Supply, Inc.**

13 N. Main St

Manheim, PA 17545

Line Items: 1, 2, 7, 8, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 25, 26, 28, 32, 33, 34, 35, 39, 40, 43, 44, 48, 49, 50, 51, 55, 56, 57, 58, 60, 63, 64, 65, 66, 67, 68, 72, 75, 78, 86, 89, 90, 91, 96, 98, 106, 107, 108, 109, 111, 113, 114, 115, 116, 117, 120, and 122

**Estimated Annual Expenditure: \$56,752.25**

**Medline Industries Holdings, LP**

11080 Soldiers Field Court #700

Sugarland, TX 77479-4053

Line Items: 24, 27, 29, 30, 37, 39-A, 39-B, 39-C, 46, 47, 53, 62, 69, 79, 80, 81, 82, 83, 84, 85, 87, 88, 94, 100, 119, and 123

**Estimated Annual Expenditure: \$14,978.46**

- 55.13 Adopt a resolution amending Resolution No. 301.12 dated September 20, 2012 awarding a contract to Pottsgrove Glass Company to accept and include the Alternate bid in the amount of \$71,500.00 to replace the entirety of each window including the full frame and the false panels of each window, increasing the contract amount for the Window Replacement Project for the Agricultural Center with Pottsgrove Glass Company from \$44,000.00 to \$115,500.00. Additional funding for this change is secured from savings in the archives fit-out project.
- 56.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Title Page of the Drawings for Construction as prepared by professional engineers with Dewberry-Goodkind, Inc., pertaining to the Berne Station Bridge Replacement Project in Perry and Tilden Townships, Berks County, Pennsylvania.

- 57.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute an Agreement between the County of Berks and Watkins/Synergetics Architects, Fleetwood, Pennsylvania to provide professional services for the completion of design, services during bidding and services during construction for the redesign and reconstruction of the Reed Street Entrance of the Berks County Services Center at a not to exceed fee of \$28,920.00.
- 58.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the annual Emergency Management Performance Grant (EMPG) Application for FFY 2013 in the amount of \$100,130.00; and any and all other required documents necessary to the application process. This grant application includes funding for a Coordinator and a Planner position.
- 59.13 Adopt a resolution authorizing execution of Amendment No. 2 to the Agreement dated January 13, 2011 between the County of Berks and Reynolds Construction Management, Inc., Harrisburg, Pennsylvania, representing professional services during the extended construction period December 2012 through September 2013 at a not to exceed fee of \$229,800.00, in regard to the Emergency Radio Project.
- 60.13 Adopt a resolution authorizing the appointment of Robert H. Kline, Reading, Pennsylvania to the Reading Regional Airport Authority for a five (5) year term expiring January 1, 2018. This is a replacement for Jerry Johnson whose term expired. Commissioner Leinbach commented that Mr. Kline is a licensed pilot and has a small operation at the Reading Airport property, and his insight into aviation will be a great addition to the Board. Commissioner Scott complimented and thanked Mr. Johnson for his service.
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 February 19, 2013. Commissioner Leinbach reviewed the four contract listed.
3. Motion to authorize payments set forth on Controller's Office vouchers listing dated February 19, 2013 for the week ending February 20, 2013.

### **Reports**

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's report.

2. The Controller's weekly report was presented by County Controller Sandy Graffius. Mrs. Graffius further reported that the actual checks being issued are diminishing and wire transfers are increasing due to an increase in electronic transfers.

### **REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER**

Robert J. Patrizio reported the Sheriff will attend the Budget meeting this afternoon to discuss transport fees regarding the Juvenile Probation Office, the canine program and finger-printing fees. Mr. Patrizio commented there was good news on the Letter of Credit approved earlier, and that as a result of dragging our feet and insistence on our part, PMA agreed to lower their fees.

### **COMMISSIONERS' COMMENTS**

Commissioner Barnhardt commented that as an initiative from the Crime Summit he was asked to head up the merger consolidation portion of the Crime Study. Commissioner Barnhardt reported he has received several calls from municipalities who are interested in discussing merger and consolidations. Commissioner Barnhardt referenced the PERF study performed in 2009 and commented that needs assessment and a comprehensive approach is needed. Commissioner Barnhardt stated that the group will spend a better portion of this year interviewing everyone involved in all aspects of law enforcement and treatment to get a handle on what services need improvement. Commissioner Barnhardt further commented that he would like to put out basic information that will allow local elected officials and their constituents to make an informed decision on possible consolidations or mergers.

Commissioner Scott commented on Jerry Johnson, who had served on the Reading Regional Airport Authority. Commissioner Scott mentioned that Jerry Johnson, a local business leader for many years, was a tremendous asset to the Reading Airport Authority. Commissioner Scott commented that Mr. Johnson took the lead in analyzing that many of the lease arrangements at the Airport were outdated, and through his efforts saved the Airport Authority a great deal of money and revenue. Commissioner Scott further commented that the Airport Authority is one of the few owned Airport Authorities in the State that is not subsidized by the County, and has not asked the County for any money. Commissioner Scott commented that the Airport is host to some very high profile industrial commercial clients and tenants.

Commissioner Scott referred to a minor item regarding the use of Consent Agenda Items on the printed Agenda and feels it is not accurate as the agenda items have not yet been approved by the Board. Commissioner Leinbach agreed and it was moved to delete the term "Consent" from the Agenda.

Commissioner Leinbach commented that last evening there was a meeting in Warwick Township, Chester County, dealing with the Commonwealth pipeline, which is a proposed pipeline tying together several other major pipelines that crisscross Pennsylvania. Commissioner Leinbach further commented that our Planning Commission

will be setting up an informational meeting to discuss the truth about where the pipeline will be and the potential impact on the County.

Commissioner Leinbach reported that last week he was able to pull together a meeting with stake holders and MetEd, including the Reading Regional Airport Authority and the Berks County Industrial Authority (IDA) to discuss the serious issue of availability of power for developing the IDA property below the Reading Airport Authority property. Commissioner Leinbach reported that most of the properties around the airport which are serviced from 4 different substations are close the capacity. Commissioner Leinbach suggested an area wide study of that region and of the four substations to see exactly what the best solution will be.

Commissioner Leinbach provided an update on the Crime Summit. Commissioner Leinbach commented that a meeting was currently taking place in the conference room of Adult Probation Office and is hosted by the District Attorney with representatives from Blair County and Altoona representing the business community and Operation Our Town. Commissioner Leinbach further commented the 30 day report was submitted as promised and commented that a 60 day report will be submitted. Finally, Commissioner Leinbach mentioned that a combined City/County meeting will be held at City Council Chambers March 11, 2013 which will be open to the press and public on an observer status only.

There being no further business, the meeting adjourned at 10:28 A.M.

Respectfully Submitted,

---

Maryjo Gibson, Chief Clerk