

## **Commissioners' Board Meeting Minutes February 28, 2013**

The Berks County Board of Commissioners met in regular session on Thursday, February 28, 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, 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.

### **Approval of Minutes**

The minutes of February 21, 2013 Commissioners' Board 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:
  - 61.13 Adopt a resolution authorizing 2012 Budget Transfers in the amount of \$1,080,671.00, 2012 Appropriations in the amount of \$257,280.00, 2013 Budget Transfers in the amount of \$75,000.00 and 2013 Appropriations in the amount of \$26,051.00 per listing dated February 25, 2013.
  - 62.13 Adopt a resolution authorizing the Chief Financial Officer of Berks County to execute the renewal documentation for the Berks Heim Nursing and Rehabilitation Center liability insurance with the Pelican Program of CCAP and the property insurance underwritten by CNA. This program came in under budget and under the expiring premium. Michael Malinowski, EH&D, attended the meeting and commented this renewal comes every March, and there are not a lot of carriers that insure nursing homes. Mr. Malinowski commented on the procedure and guidelines used to procure the best coverage for the County, and stated this is the first decrease in premiums he has seen in 12 months. Mr. Malinowski reported the County has now closed out all the claims with Travelers and should expect a check for \$30,000.00 from the lost fund. Mr. Malinowski commented that next year will be very challenging in negotiating fair and reasonable premiums due to the recent natural disasters such as

Hurricane Sandy. Commissioner Leinbach complimented EH&D and the Budget Office for their thoroughness in looking into every aspect of the renewal process and acting in the best interest of the County.

63.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated February 28, 2013 as follows:

1. Authorize promotion of Robert Williams, PC010255 Chief Juvenile Probation Officer – Juvenile Probation to PC012900 Chief Probation & Parole Officer – Juvenile Probation, effective 2/27/13. Rate of \$94,000/annually. Salary range Minimum \$58,187; Midpoint \$77,583; Maximum \$96,979. New position created by Salary Board on 2/21/13. This request meets the criteria of the Hiring Policy. Funding for the position will be divided equally between Budget 10000 – 12010 and 10000 – 12020.
2. Authorize promotion of Brendan Harker, PC010994 Director of Court Programs and Developments – Courts to PC012901 Deputy Chief Adult Probation Officer – Adult Probation, effective 2/27/13. Rate of \$75,500/annually. Salary range Minimum \$51,367; Midpoint \$68,490; Maximum \$85,612. New position created by Salary Board on 2/21/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 12010.
3. Authorize promotion of Daniel Heydt, PC010135 Assistant Chief – Juvenile Probation to PC010128 Deputy Chief Adult Probation Officer – Adult Probation, effective 2/27/13. Rate of \$75,500/annually. Salary range Minimum \$51,367; Midpoint \$68,490; Maximum \$85,612. Replacement for Stephen Lamp who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 12010.
4. Authorize promotion of Eric Burkholder, PC010133 Asst. Chief Juvenile Probation Officer to PC012903 Asst. Chief/Training Coordinator – Juvenile Probation, effective 2/27/13. Rate of \$71,500 annually. Salary range Minimum \$48,717; Midpoint 65,956; Maximum \$81,196. New position created by Salary Board on 2/21/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 12020.
5. Authorize transfer of Stephen Lamp, PC010128 Deputy Chief to PC010131 Assistant Chief Adult Probation Officer – Adult Probation, effective 2/27/13. Rate of \$73,000/annually. Salary range Minimum \$47,870; Midpoint \$63,827; Maximum \$79,784. This request

- meets the criteria of the Hiring Policy. Budget 10000 – 12010.
6. Authorize transfer of Ruth Estrella, PC011774 Office Support III to PC012902 Office Manager – Adult Probation, effective 2/27/13. Rate of \$44,000/annually. Salary range Minimum \$34,684; Midpoint \$46,245; Maximum \$57,806. New position created by Salary Board on 2/21/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 12010.
  7. Authorize salary increase for Laurie Hague, PC010798 Deputy Chief – Juvenile Probation, effective 2/27/13. Rate of \$75,500/annually. Salary budgeted \$73,720/annually. Salary range Minimum \$51,367; Midpoint \$68,490; Maximum \$85,612. This request meets the criteria of the Hiring Policy. Budget 10000 – 12020.
  8. Authorize salary increase for Jeffrey Gregro, PC010797 Deputy Chief – Juvenile Probation, effective 2/27/13. Rate of \$75,500/annually. Salary budgeted \$73,720/annually. Salary range Minimum \$51,367; Midpoint \$68,490; Maximum \$85,612. This request meets the criteria of the Hiring Policy. Budget 10000 – 12020.
  9. Authorize the appointment of Keri L. Arthur to PC012850 Fiscal Operations Manager – Berks County Residential Center, effective 3/13/13. Rate of \$44,000/annually. Salary budgeted \$44,000/annually. Salary range Minimum \$34,827; Midpoint \$46,435; Maximum \$58,044. New position created by Salary Board on 6/19/2012. This request meets the criteria of the Hiring Policy. Budget 52013 - 32200

Commissioner Leinbach commented that the first 8 items deal with the recent restructuring of the Adult Probation and Juvenile Probation Offices.

- 64.13 Adopt a resolution authorizing award and the Director of Contracts & Procurement to execute, as a result of Request for Proposal 12-27-MB, a contract for an Electric Utility & Emergency Power Analysis for North Campus facilities as follows:
- Entech Engineering Inc.
  - 4 South Fourth Street
  - P.O. Box 32
  - Reading, PA 19603
  - \$14,000 – Electrical Assessment & Study
  - \$14,835 - Cogeneration & Alternative Generation Study

\$ 4,750 – Economic Analyses  
\$ 4,900 – Report Writing  
\$ 5,000 – Meetings  
\$ 1,500 – Project Management  
**Total Fee (Not to Exceed)- \$44,985.00**

- 65.13 Adopt a resolution authorizing execution of the Amendment to Lease Agreement with Ted J. Snover, Temple, Pennsylvania, which includes the payment by the County of natural gas service for office space leased for MDJ Patton (23-1-06).
- 66.13 Adopt a resolution authorizing execution of Amendment No. 1 to ESA 134626 with McCormick Taylor, Exton, Pennsylvania to provide additional services to complete the unanticipated General Permits and right-of-way services which are required to progress this project to construction for the Temple Bridge No. 24A, Muhlenberg Township, at a not to exceed fee of \$12,874.88.
- 67.13 Adopt a resolution authorizing execution of a Grant Agreement between the Natural Land Trust, Community Conservation Partnerships Program and the County of Berks for the Land Protection and Stewardship Project along the Tulpehocken Creek and Union Canal Trail at a total project cost of \$16,000, with \$8,000.00 from the Grant, a \$4,000.00 cash match from Run4Sam and \$4,000.00 in-kind match of Parks staff time. Clare Adams, Director of Parks and Recreation, commented that Run4Sam is a 501 (c)(3) that holds an annual benefit run in honor of Peggy Reed's son, Sam, who was tragically killed in an accident, and Mrs. Reed wanted to provide some sort of partnership with the Parks in memory of her son. Ms. Adams reported she plans to use Penn State Berks students and students from Alvernia University in assistance with the project.
2. Motion to authorize payments set forth on Controller's Office vouchers listing dated February 26, 2013 for the week ending February 27, 2013.

### Reports

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's report. Mr. Long reported that the 2013 County tax bills were mailed today and totaled \$217.9 million in revenue.
2. The Controller's weekly report was presented by County Controller Sandy Graffius.

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

Carl E. Geffken commented the painting and rehabilitation work on the Wertz Red Bridge has begun and the Bridge is now closed. Clare Adams provided more detail on the rehabilitation of the Bridge Project.

Robert J. Patrizio reported that the first item for discussion at the Budget meeting will be a review and recommendation on the direction the Board wants to take with the Colebrookdale Railroad. Also listed for discussion is the municipal parcel identification number system and the Department of Emergency Services to discuss the 911 tower project. Mr. Patrizio commented if time permits he will go over the BARTA analysis. Commissioner Barnhardt commented that the parcel identification number system is critical for 911 CAD system and is also a critical part of the Radio Project.

**COMMISSIONERS' COMMENTS**

Commissioner Barnhardt commented he visited the North Campus yesterday to observe the demolition of the old Berks Heim Nursing Home and ran into Jerry Fudeman, the long time director, who was taking pictures. Commissioner Barnhardt also reported he had the opportunity to meet with Diane Edwards, Director at the ICE/ERO facility, and is happy to report that 84 undocumented immigrant families are now moved into the new facility. Commissioner Barnhardt complimented and praised Ms. Edwards for her hard work and dedication during the almost three year period of this project.

Commissioner Scott reported he's back from New Hampshire and maple syrup season is underway. Commissioner Scott commented he participated in cutting a commercial for Crime Alert Berks County and stated that Crime Alert is a very important and worthwhile program which serves the County. Commissioner Scott commented regarding the reorganization of Adult Probation and Juvenile Probation, and that he would like to commend President Judge Yatron for his work and assistance in this regard and thank Court Administration in scrutinizing budget items. Commissioner Scott stressed the need for cooperation with the judiciary to achieve the County's budget goals. Commissioner Scott also reported he and Commissioner Barnhardt will be turning over the information they have compiled so far on the possible consolidation or merger of certain District Justice offices. Commissioner Scott stated the President Judge will also research the issue and reach out to connections he has with the Pennsylvania Supreme Court. Commissioner Leinbach commented that CCAP believes it is doable to consolidate district justices and will offer its support.

Commissioner Leinbach offered a response and provided documentation to support the recent criticism of the Emergency Radio Project on BCTV. Commissioner Leinbach read a portion of the report and stated over 523 of the P25 Phase II Systems are already operational or almost completed. Commissioner Leinbach read all the states, counties and cities in Pennsylvania and across the United States where the same Motorola projects are complete and underway. Commissioner Leinbach commented that the Board will continue to get all the facts out to the public so they are well informed of this project.

Commissioner Leinbach commented on the mass transit funding proposal recently received from the Governor. Commissioner Leinbach stated there are areas of the proposal he supports, but one of the big problems he sees is that counties and municipalities will be paying a greater share of transportation funding which will translate to a tax increase. Commissioner Leinbach commented he will share the information at the Budget meeting this afternoon.

There being no further business, the meeting adjourned at 10:55 A.M.

Respectfully Submitted,

---

Maryjo Gibson, Chief Clerk