

Commissioners' Board Meeting Minutes April 19, 2018

The Berks County Board of Commissioners met in regular session on Thursday, April 19, 2018, 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 Mark C. Scott in attendance. Also present were First Assistant County Solicitor Chad Schnee, 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.

Presentations

1. Becky Richards, Berks County Parks and Recreation Program Supervisor, and Dori Borenstein, Chair of Healthy Kids Day, a YMCA Initiative, presented information on "Go Fly A Kite Day" and YMCA Healthy Kids Day, to be held Saturday, April 28, 2018 at the Berks County Youth Recreation Facility. Ms. Richards mentioned this is the third year the Parks Department is partnering with the YMCA on a county-wide healthy kids day, and it is a free event. Ms. Borenstein commented this is the 25th year the YMCA is sponsoring Healthy Kids Day. It is a national program that promotes healthy lifestyles and wellness for children that will serve approximately 1.6 million children at summer camp programs.

2. The Board of Commissioners recognized Brian A. Gottschall, Director of Berks County Emergency Services, for maintaining his Certified Emergency Manager (CEM) designation, the highest honor of professional achievement available from the International Association of Emergency Managers ("IAEM"). Mr. Gottschall thanked the Board, and reported IAEM is a professional organization that represents emergency managers not just in the United States, but throughout the world, where professional standards are expected to be met at the highest level. The designation is achieved by completing a knowledge test, certification examination, must demonstrate professional conduct in the field, and mentoring other emergency managers. Mr. Gottschall thanked the Board and Mr. Seaman for fostering an environment where these types of certifications are encouraged.

Approval of Minutes

The minutes of March 29, 2018 Commissioners' Board Meeting were approved as presented.

Commissioner Leinbach reported there was an Executive Session held yesterday, April 18, 2018 to discuss personnel.

Public Comment on Agenda Items

None.

Agenda Items

1. Enactment of County Ordinance:

03-2018 AN ORDINANCE OF THE COUNTY OF BERKS, PENNSYLVANIA, AUTHORIZING THE COUNTY OF BERKS TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH OTHER BERKS COUNTY MUNICIPALITIES, TO PARTICIPATE IN THE BERKS COUNTY MS4 STEERING COMMITTEE FOR THE PURPOSE OF COLLABORATIVELY MEETING THE EDUCATIONAL REQUIREMENTS OF THE 2018-2023 MS4 NPDES PERMIT.

Commissioner Leinbach mentioned this has to do with the storm water management mandate placed on the counties and municipalities by the Federal government, and it is expensive. Berks County will help local municipalities work through the process.

2. A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Scott, and all voted unanimously to approve the items listed below:

99.18 Adopt a resolution authorizing 2017 Budget Transfers in the amount of \$1,514,565; 2017 Appropriations in the amount of \$205,109; 2018 Budget Transfers in the amount of \$336,798 and 2018 Appropriations in the amount of \$67,224 per listing dated April 16, 2018.

100.18 Adopt a resolution authorizing Human Resources Recommendations per listing dated April 19, 2018 as follows:

1. Authorize salary adjustment for Shanewha Waddy, PC011174 Judicial Coordinator – Court Administration, effective 1/1/2018. Rate of \$33,527/annually. Salary range Minimum \$31,912; Midpoint \$42,550; Maximum \$53,187. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.

2. Authorize salary adjustment for Holly Feeney, PC010189 Assistant Public Defender IV – Public Defender's Office, effective 3/21/2018. Rate of \$69,301/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
3. Authorize salary adjustment for Sean Fitzgerald, PC012763 Assistant Public Defender IV – Public Defender's Office, effective 3/21/2018. Rate of \$68,829/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
4. Authorize salary adjustment for Christie Billman, PC012764 Assistant Public Defender IV – Public Defender's Office, effective 3/21/2018. Rate of \$64,675/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
5. Authorize the promotion of Cathy Wegener from PC013166 Program Manager to PC011005 Director of Parks – Parks Department, effective 4/18/2018. Rate of \$75,010/annually. Salary range Minimum \$54,547; Midpoint \$72,730; Maximum \$90,912. Replacement for Christopher Stress who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 16070.
6. Authorize the transfer of Jill Koharcheck, PC011739 Office Support III – Register of Wills to PC013257 Paralegal – Solicitor's Office, effective 5/16/2018. Rate of \$41,500/annually. Salary range Minimum \$34,445; Midpoint \$45,927; Maximum \$57,409. Replacement for Jessica Albright who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.

- 101.18 Adopt a resolution approving revised Drug and Alcohol Policy, Section 11.1, effective May 1, 2018.
- 102.18 Adopt a resolution authorizing Ryan Hunter, Director of Facilities & Operations, to electronically provide the Pennsylvania Department of Transportation with the County's concurrence in awarding the contract for construction on the Fisher Mill Road a/k/a Manatawny Bridge Replacement Project (County Bridge #58B) to Kinsley Construction, Inc., P.O. Box 2886, York, Pennsylvania, 17405 in the amount of \$2,508,980.00.
- 103.18 Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Engineering Agreement L00298, as drafted by the Pennsylvania Dept. of Transportation, with McTish Kunkel & Associates, 3500 Winchester Road, Suite 300, Allentown, Pennsylvania, 18104, required to provide full-time on-site construction inspection services during the rehabilitation of the Dreibelbis Station Covered Wooden Bridge (County Bridge #46B) spanning the Maiden Creek in Greenwich and Windsor Townships for a total cost not to exceed \$248,002.85.
- 104.18 Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Supplemental Engineering Agreement L00276-1, as drafted by the Pennsylvania Dept. of Transportation, with Traffic Planning and Design, Inc., 2500 E High Street, Suite #650, Pottstown, Pennsylvania, 19464, and pertaining to full-time on-site construction inspection services during the replacement of the Fisher Mill Road a/k/a Manatawny Bridge (County Bridge 58B) spanning the Manatawny Creek in Oley Township. This Supplement is required to transfer funds from Part 1 to a new Part 2 to correct a profit issue on the original Agreement, resulting in an increase of \$10,541.26 to bring the total cost of services to \$232,274.71, to be funded utilizing Federal, State and County transportation dollars assigned to the project.
- 105.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Utility Agreement 05U322 between the County of Berks and the Windstream Corporation d/b/a Windstream, 4001 North Rodney Parham Road, Little Rock, Arizona, 72212-2442, required to incorporate the adjustment and relocation of the Utility's facilities, including those outside of the public right of way, as part of the Fisher Mill Road a/k/a Manatawny Bridge Replacement Project in Oley Township as well as reimbursement to the Utility by the County for construction and installation costs

related to the same. The estimated cost of this reimbursement is \$13,203.55.

- 106.18 Adopt a resolution authorizing execution of Engineering Services Agreement #EA-203434-18 between the County of Berks and VTX®, a division of Gannett Fleming, Inc., Harrisburg, Pennsylvania, to provide design and construction support services for the comprehensive modernization of one (1) existing passenger elevator at the Berks County Community Re-Entry Center, Bern Township, at the not to exceed amount of \$22,719.00.
- 107.18 Adopt a resolution authorizing Edward B. Michalik, MH/DD Administrator to accept the capitation rates offered by the Pennsylvania Department of Human Services for the HealthChoices Program for the Fiscal Year July 2018-June 2019, as outlined in Appendices 3 attached hereto.
- 108.18 Adopt a resolution authorizing an increase in Berks Heim private pay per diem room rates as set forth below:
- | | |
|---------------------------|--------------|
| Private Room - | \$390.00/day |
| Semi-Private Room - | \$360.00/day |
| Rehab Unit Private Room - | \$400.00/day |
| Rehab Semi-Private Room - | \$380.00/day |
- All rates are effective July 1, 2018 and represent a \$10.00 rate increase.
Commissioner Leinbach noted the rate for Medicaid stays the same at approximately \$220.00 per day.
- 109.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Commercial Net Lease for Part of Building between the Borough of Fleetwood and the County of Berks for leasing of office space situate at the Fleetwood Community Center, 110 West Arch Street, Fleetwood, Pennsylvania for use by Magisterial District Justice 23-3-04 (Gail Greth) for a ten (10) year term ending March 31, 2028.
- 110.18 Adopt a resolution authorizing execution of the Reports of Act 89 Tax Fund for fiscal years ending December 31, 2014, 2015 and 2016 in the amounts of \$91,657.76, \$296,705.54 and \$523,368.05, respectively, for submission to the Pennsylvania Department of Transportation, Center for Program Development and Management.

- 111.18 Adopt a resolution ratifying, confirming and approving Deborah Olivieri, Director of Berks County Election Services, execution of a letter of release to O'Brien's Moving and Storage, Inc. ("O'Brien's"), Allentown, Pennsylvania, upon payment of \$890.00 as a result of damage while transporting voting machines during the November 2017 Election.
3. Motion authorizing execution, and ratification, confirmation and approval of Contract Agreements/Amendments as furnished by the Contract Coordinator as set forth on attached listing dated April 17, 2018. Commissioner Leinbach reported that are 16 contracts and referenced the departments.
 4. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated April 17, 2018 for week ending April 18, 2018 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.
Controller Graffius and members of her Internal Audit Department, Oliver Arthur, Manager, Kathryn Dietrich, Aaron Hengst, Andrew Noll and Mindy Zweizig, presented a PowerPoint of their Annual Audit Report for year ending December 31, 2017. Ms. Graffius reported her office received a Distinguished Award for the Controller's Financial Statement, and is Yellow Book compliant.

REPORT OF CHIEF FINANCIAL OFFICER

Robert J. Patrizio reported the Budget/Operations Meeting begins at 2:00 p.m. and the Commissioners will receive an update on the Courts and an update on the Berks Heim proposal process.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman reported members of the Berks County Library System will also be set up at Go Fly A Kite Day to provide a variety of outreach programs.

COMMISSIONERS' COMMENTS**Commissioner Barnhardt**

Commissioner Barnhardt commended Cathy Wegener for assuming the position as Director of Parks, and with her 37 years' experience will do great things within our Parks System.

Commissioner Barnhardt reported he attended the annual South Central Transit Authority ("SCTA") Retreat yesterday, where they finalized the transportation study, a federal requirement to be completed every ten years. Commissioner Barnhardt mentioned SCTA is also looking at potential expansion of current routes, creating new routes, a possibility of transfer stations and extension of certain hours.

Commissioner Barnhardt reported tomorrow morning he will be attending the Office of Aging Legislative Breakfast; at noon will attend the Berks Heim Volunteer Luncheon and in the evening will be attending the Reading Fightin' Phillies Mental Health Night *Strike Out the Stigma* event.

Commissioner Scott

Commissioner Scott congratulated Cathy Wegener for her successful pursuit of Parks Director, who brings 35 plus years of service, and will do an excellent job for the County and its residents.

Commissioner Leinbach

Commissioner Leinbach provided a brief update on the Berks Heim, reporting he received a communication from Kelly Andrisano who informed him the IGT program is making some additional funds available to counties. Commissioner Leinbach commented this is not a solution, but an indication the pressure on the State is getting through.

Commissioner Leinbach reported he and Commissioner Barnhardt will be participating in a meeting Monday evening at Muhlenberg Township High School to give an update on where the County stands relative to the Berks Heim.

Commissioner Leinbach offered congratulations to Cathy Wegener, who will be a great asset to the Parks Department.

Commissioner Leinbach reported he will be attending the Parks and Recreation Volunteer Dinner tonight, and the same three meetings on Friday as Commissioner Barnhardt, and Saturday evening will attend the Boyertown Citizen of the Year Award dinner at the Boyertown Automobile Museum.

COMMENTS FROM THE FLOOR

Fred Sheeler, Berks County Recorder of Deeds, offered congratulations to Cathy Wegener.

There being no further business, the meeting adjourned at 10:43 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk