

Commissioners' Board Meeting Minutes

April 25, 2013

The Berks County Board of Commissioners met in regular session on Thursday, April 25, 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 Mark C. Scott in attendance. Commissioner Leinbach reported that Commissioner Barnhardt was attending a meeting at Senator Argall's office regarding the Perry Township development project. 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, and announced the Board held an Executive Session Monday, April 22, 2013 to discuss specific personnel issues.

Presentations

1. Today was Take Our Daughters and Sons to Work Day. Commissioner Leinbach welcomed the participants to the Meeting and briefly explained what will occur during the meeting. Commissioner Leinbach commented that by participating in this event is a good opportunity to see what their parents and grandparents actually do at work. Commissioner Leinbach mentioned some of the many job opportunities within County government. Commissioner Scott welcomed the students and commented county government offers multiple career paths and they can now put a face on the names their parents talk about and observe in real time what they do on the job.

2. Alexa Antanavage, Esquire, a member and representative of the Berks County Bar Association, announced the Law Day luncheon will be held Tuesday, April 30, 2013 at the Crowne Plaza, Wyomissing, Pennsylvania. Ms. Antanavage commented the theme this year is "Realizing the Dream-Equality for All". Ms. Antanavage mentioned that there are two anniversaries which have great significance to this theme; one being the 150th Anniversary of the signing of the Emancipation Proclamation and the second is the anniversary of the 1963 "I Have a Dream" speech by Dr. Martin Luther King. Ms. Antanavage mentioned the various awards and activities that will occur during the luncheon.

Approval of Minutes

The minutes of April 18, 2013 Commissioners' Board Meeting were approved as presented.

Agenda Items

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

117.13 Adopt a resolution authorizing 2013 Budget Transfers in the amount of \$40,446.00 and 2013 Appropriations in the amount of **(\$400,368.00)** per listing dated April 22, 2013. Robert Patrizio, Chief Financial Officer, commented that item #6 was to reduce the expenditure level for the funds of the Human Services Block Grant, and items #8 and #9 go together and are basically giving back to the Clerk of Courts Automation fund and replacing it with money from the County Records Improvement fund, which has been discussed at a previous Records Improvement Meeting.

118.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated April 25, 2013 as follows:

1. Authorize the promotion of Christopher Mandracchia, PC010141 Assistant District Attorney I to PC010146 Assistant District Attorney II – District Attorney, effective 4/24/13. Rate of \$46,000/annually. Salary range Minimum \$44,485; Midpoint \$59,314; Maximum \$74,142. Budget 10000 – 11580.
2. Authorize the promotion of Todd Mays, PC012690 Assistant District Attorney I to PC010186 Assistant District Attorney II – District Attorney, effective 4/24/13. Rate of \$46,000/annually. Salary range Minimum \$44,485; Midpoint \$59,314; Maximum \$74,142. Budget 10000 – 11580.
3. Authorize the promotion of Bryan Boughter, PC010144 Assistant District Attorney II to PC010151 Assistant District Attorney III – District Attorney, effective 4/24/13. Rate of \$51,000/annually. Salary range Minimum \$48,945; Midpoint \$65,259; Maximum \$81,574. Budget 10000 – 11580.
4. Authorize the promotion of Justin Bodor, PC010145 Assistant District Attorney II to PC010154 Assistant District Attorney III – District Attorney, effective 4/24/13. Rate of \$51,000/annually. Salary range Minimum \$48,945; Midpoint \$65,259; Maximum \$81,574. Budget 10000 – 11580.
5. Authorize the promotion of Jesse Leisawitz, PC010147 Assistant District Attorney II to PC010186 Assistant District Attorney III – District Attorney, effective 4/24/13. Rate of \$51,000/annually. Salary range Minimum \$48,945; Midpoint \$65,259; Maximum \$81,574. Budget 10000 – 11580.

6. Authorize the promotion of Igor Litvinov, PC010155 Assistant District Attorney III to PC010160 Assistant District Attorney IV – District Attorney, effective 4/24/13. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. Budget 10000 – 11580.
 7. Authorize the promotion of Pamela VanFlossen, PC010149 Assistant District Attorney III to PC012913 Assistant District Attorney IV – District Attorney, effective 4/24/13. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. Budget 10000 – 11580.
 8. Authorize the promotion of Jacquelin Hamer Groucut, PC010150 Assistant District Attorney III to PC012914 Assistant District Attorney IV – District Attorney, effective 4/24/13. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. Budget 10000 – 11580.
 9. Authorize the promotion of Leah Rotenberg, PC010153 Assistant District Attorney III to PC012915 Assistant District Attorney IV – District Attorney, effective 4/24/13. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. Budget 10000 – 11580.
 10. Authorize the promotion of Colin Boyer, PC010148 Assistant District Attorney III to PC012916 Assistant District Attorney IV – District Attorney, effective 4/24/13. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. Budget 10000 – 11580.
 11. Authorize the promotion of Amy Rothermel, PC010152 Assistant District Attorney III to PC012917 Assistant District Attorney IV – District Attorney, effective 4/24/13. Rate of \$57,684/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. Budget 10000 – 11580.
 12. Authorize transfer of Lisa Jozwiak, PC011162 Judicial Coordinator – Court Administration to PC011014 Docketing Team Supervisor – Domestic Relations, effective 5/1/13. Rate of \$39,000/annually. Salary budgeted \$41,488/annually. Salary range Minimum \$36,114; Midpoint \$48,152; Maximum \$60,190. This request meets the criteria of the Hiring Policy. Budget 24000 – 26280.
- 119.13 Adopt a resolution authorizing execution of Agreement No. EA-144642-13 for Compaction Testing Services for The Berks Heim Building Demolition with McCarthy Engineering Associates, Inc., West Lawn, Pennsylvania at a not to exceed amount of \$1,960.00.

- 120.13 Adopt a resolution authorizing execution of Agreement for Indoor Air Quality Assessment for Berks County Services Center, 12th Floor, Controller's Office at a not to exceed amount of \$1,895.00.
- 121.13 Adopt a resolution approving the 2013 Hazard Mitigation Plan Update. Kevin Starner, of Skelly & Loy Engineering & Environmental Consultants, attended the meeting to provide an explanation of some of the updates and answer any questions. Mr. Starner commented this is an update to the original 2007 Hazard Mitigation Plan, and it is a federal requirement it must be updated yearly. Mr. Starner further commented that local municipalities must have an approved and adopted Mitigation Plan to be eligible for federal grant funds. Commissioner Leinbach called for any questions on this matter and Clerk of Courts James Troutman asked Mr. Starner to give examples of hazardous situations we should be aware of. Mr. Starner stated a good example for this area would be a natural hazard such as flooding of the Schuylkill River.
- 122.13 Adopt a resolution authorizing tax forgiveness of 2012 County taxes, including penalty and interest, for 824 Washington Street (PIN 08-5307-84-90-7705), Reading, Pennsylvania, owned by Reading Project d/b/a Christ Presbyterian Church, PCA. Commissioner Leinbach took a few minutes to explain to the audience why the County forgives property taxes.
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 April 22, 2013.
3. Motion to authorize payments set forth on Controller's Office vouchers listing dated April 23, 2013 for the week ending April 24, 2013.

Reports

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's report.
2. The Controller's weekly report was presented by Ronald Rutkowski, First Deputy Controller.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken had no comments today.

2. Robert J. Patrizio reported that at today's meeting the Commissioners will be discussing Courthouse security with SGI, Inc.; will receive an update on Wiley's and Schaeffer Bridge, and will receive a report on the cash flow for the month of March 2013.

COMMISSIONERS' COMMENTS

Commissioner Scott commented on the discussion that will take place at the Budget Meeting regarding security issues which will be attended by various Courthouse representatives including the Courts and Judges. Commissioner Scott mentioned one of the reasons that capital improvements will be made to the Services Center entrance is to protect the public from the weather.

Commissioner Leinbach announced that on Saturday, May 4 Berks County Pretrial Services will be hold their annual flapjack fundraiser at Applebee's Restaurant, 5th Street Highway, and has approximately 15 tickets to hand out on a first come basis after the meeting. Commissioner Leinbach commented on the changes he thinks will come from the tragedy in Boston, and mentioned the use of cameras and the placement of them on public and private buildings.

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

Respectfully Submitted,

Maryjo Gibson, Chief Clerk