

Commissioners' Board Meeting Minutes May 10, 2018

The Berks County Board of Commissioners met in regular session on Thursday, May 10, 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 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.

Commissioner Leinbach announced there was an Executive Session held yesterday to discuss litigation, personnel and contract negotiations.

Approval of Minutes

The minutes of May 3, 2018 Commissioners' Board Meeting were approved as presented.

Public Comment on Agenda Items

None.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
 - 126.18 Adopt a resolution authorizing 2018 Budget Transfers in the amount of \$38,086 and 2018 Appropriations in the amount of \$24,637 per listing dated May 7, 2018.
 - 127.18 Adopt a resolution authorizing the unwind of certain interest rate management agreements previously executed with respect to certain General Obligation Bonds, Series C of 2010 and Series A of 2012; and further authorizes the proper officers of the County to execute and deliver any necessary documents, and the taking of other necessary action(s) in connection with the foregoing. Michael Vind, Financial S&Lutions, LLC ("FS&L"), explained FS&L has been monitoring these agreements on a frequent basis, and due to recent tax law changes and loss of corporate tax rates FS&L is recommending the County terminate the agreements now in order to reduce risk and realize gains.

Commissioner Leinbach asked Mr. Vind to explain for public edification, what the net benefit means for the County. Mr. Vind replied the County would realize a net \$3.5 million to the positive.

128.18 Adopt a resolution authorizing Human Resources

Recommendations per listing dated May 10, 2018 as follows:

1. Authorize the promotion of Christie Bennett-Zellers from PC012940 Senior Benefits Specialist to Benefits Manager – Human Resources, effective 5/16/2018. Rate of \$56,488/annually. Salary range Minimum \$46,641; Midpoint \$62,188; Maximum \$77,735. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
2. Authorize the promotion of Betsy Kartsotis from PC012944 Human Resources Specialist to Senior Compensation Analyst – Human Resources, effective 5/16/2018. Rate of \$51,000/annually. Salary range Minimum \$39,768; Midpoint \$53,024; Maximum \$66,280. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
3. Authorize salary increase for Kristin Scheffler, PC012938 Assistant Director – Human Resources, effective 5/16/2018. Rate of \$72,000/annually. Salary range Minimum \$56,564; Midpoint \$75,418; Maximum \$94,273. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
4. Authorize salary increase for Tiffany Pantoja, PC011274 Leave of Absence Administrator – Human Resources, effective 5/16/2018. Rate of \$48,056/annually. Salary range Minimum \$37,751; Midpoint \$50,334; Maximum \$62,918. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
5. Authorize salary increase for Alexandria Diem, PC012945 Human Resources Generalist – Human Resources, effective 5/16/2018. Rate of \$40,923/annually. Salary range Minimum \$37,751; Midpoint \$50,334; Maximum \$62,918. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
6. Authorize salary increase for Kristine Camacho, PC012947 Human Resources Assistant - Human

Resources, effective 5/16/2018. Rate of \$36,852 annually. Salary range Minimum \$31,189; Midpoint \$41,585; Maximum \$51,982. This request meets the criteria of the Hiring Policy. Budget 10000- 11410.

Commissioner Leinbach commented this is part of restructuring the Human Resources Department.

- 129.18 Adopt a resolution authorizing the appointment of Elaine McDevitt, Reading, Pennsylvania, to the Berks County Municipal Authority to fulfill the unexpired term of Frederick L. Schultz who resigned. This term will expire on January 2, 2020. Commissioner Leinbach mentioned Ms. McDevitt is the first woman appointed to the Berks County Municipal Authority.
- 130.18 Adopt a resolution authorizing the appointment of Gary W. Moulder, Fleetwood, Pennsylvania, to the Berks County Local Emergency Planning Commission.
- 131.18 Adopt a resolution authorizing the appointment of Megan A. Young-Kraft, Fleetwood, Pennsylvania, to the Berks County Local Emergency Planning Commission.
- 132.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to accept and execute the Fee Proposal dated May 1, 2018 from Olsen Design Group Architects, Inc., Reading, Pennsylvania, for architectural and engineering schematic services for the Magisterial District Court Consolidation Project at the not to exceed amount of \$7,750.00. Commissioner Leinbach clarified this proposal is not firm; they are only looking at the possibility of consolidation because the Courts want to see what the floor plans would look like.
- 133.18 Adopt a resolution ratifying, confirming and approving Christine M. Sadler, Berks County Solicitor, execution of the Statement of Work with Sylint to provide forensic services.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated May 8, 2018. Commissioner Leinbach reported there are 7 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated May 8, 2018 for week ending May 9, 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.

REPORT OF CHIEF FINANCIAL OFFICER

Robert J. Patrizio reported the Budget Meeting will begin at 1 p.m. today, and there will be a discussion on the Assessment Software recommendation; a Children & Youth Services Fiscal Year update, and a 5 year budget forecast update.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman commented he attended the Centenarian Luncheon yesterday and it was a pleasure to see all the individuals who are celebrating 100 years.

COMMISSIONERS' COMMENTS**Commissioner Barnhardt**

Commissioner Barnhardt reminded everyone next Tuesday is Primary Election Day, and today at 11 a.m. the Election Board will be appointing new poll workers. Commissioner Barnhardt announced Election Services is still in need of poll workers on Election Day, and encouraged anyone interested to call the Election Services Department.

Commissioner Barnhardt recognized Katie Daley, Assistant District Attorney, who was his Executive Assistant, for having her article published in the Texas Tech Administrative Law Journal, titled *Licensed vs. Unlicensed Immigration Family Residential Centers: How Additional Regulation Can Provide a Less Restrictive Living Environment for Asylum-Seeking Families*. This is informative for those who don't understand what the Residential Center provides.

Commissioner Barnhardt reported this afternoon he will be attending the Corrections Officers Memorial Services at the Jail.

Commissioner Scott

Commissioner Scott encouraged everyone to vote in the Primary Election.

Commissioner Scott commented on the engineering study regarding the possibility of consolidating some magisterial district court offices, which could be a good opportunity for the County to save money, but added there have been some court decisions in the past that limit where district court offices can be located.

Commissioner Scott commented every year the Community Development Block Grant Program ("CDBG"), administered by Ken Pick, must submit a report to the Board that shows how the funds are spent, as many are federal and state funds that have restrictions. Commissioner Scott commented he is concerned about many of the requests for funding, particularly funding for more low income housing. Commissioner Scott suggested his concerns can be addressed by sitting down with Ken Pick, the COA and Solicitor to further discuss allocation of the funds.

Commissioner Leinbach

Commissioner Leinbach reported he and Commissioner Barnhardt attended the American Red Cross Tri-County Chapter's 2018 Hero Award breakfast this morning honoring individuals, law enforcement and emergency responders. Commissioner Leinbach mentioned two County 911 dispatchers, Kim Pollock and Mallory Kooker, were honored. Commissioner Leinbach also encouraged everyone to get out and vote.

COMMENTS FROM THE FLOOR

There being no further business, the meeting adjourned at 10:48 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk