

Commissioners' Board Meeting Minutes May 16, 2013

The Berks County Board of Commissioners met in regular session on Thursday, May 16, 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 in attendance. Commissioner Leinbach reported that Commissioner Scott was out of town and unable to attend the meeting. 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.

PRESENTATION

Kathy Y. Monroe, Executive Director of Berks County Area Agency on Aging, and Diane Dachowski, Deputy Director, attended the meeting and presented information regarding the Area Agency on Aging Office and Older American's Month which is celebrated in May. Ms. Monroe announced that today Office of Aging will be hosting the Second Annual Centenarian Lunch. Ms. Monroe commented that the observance of senior citizens began in 1963 by President John F. Kennedy to recognize the valuable contributions of older Americans. Ms. Monroe stated the theme this year is "Unleashing the Power of Age". Mr. Monroe commented that one of the goals of the Office of Aging is to keep individuals in their homes as long as they can. Ms. Monroe announced that the Office of Aging also has a very good working relationship with the Berks County Veterans' Office and has one of her staff assigned to the Office for assistance to veterans.

Approval of Minutes

The minutes of May 9, 2013 Commissioners' Board Meeting were approved as presented.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach and all voted unanimously to approve the items listed below:
 - 140.13 Adopt a resolution authorizing 2013 Budget Transfers in the amount of \$47,907.00 and 2013 Appropriations in the amount of \$71,352.00 per listing dated May 13, 2013.
 - 141.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated May 16, 2013 as follows:

1. Authorize the promotion of Gregory Gerdeman, PC010586 County Caseworker II to PC010659 County Caseworker Supervisor I – Children & Youth, effective 5/22/13. Rate of \$45,224/annually. Salary budgeted \$52,808. Salary range Minimum \$52,181; Midpoint \$69,573; Maximum \$86,968. Replacement for Diana Rowe who separated. This request meets the criteria of the Hiring Policy. Budget 22000 – 23200.
2. Authorize the appointment of Daniel J. Shervin, Jr., to PC012933 Financial Analyst – Budget & Finance, effective 5/22/13. Rate of \$38,750/annually. Salary range Minimum \$34,064; Midpoint \$45,419; Maximum \$56,773. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
3. Authorize the promotion of Susan Schucker, PC011121 Human Resources Manager to PC012938 Assistant Director – Human Resources, effective 5/16/13. Rate of \$62,544/annually. Salary range Minimum \$52,181; Midpoint \$69,573; Maximum \$86,968. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
4. Authorize the promotion of Jessica Weaknecht, PC011122 Human Resources Manager to PC012939 Assistant Director – Human Resources, effective 5/16/13. Rate of \$60,000/annually. Salary range Minimum \$52,181; Midpoint \$69,573; Maximum \$86,968. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
5. Authorize the reclassification of Stacy Feltenberger, PC011641 Office Administrator to PC012937 Human Resources Specialist – Berks Heim – Personnel, effective 5/16/13. Rate of \$47,834/annually. Salary range Minimum \$34,825; Midpoint \$46,434; Maximum \$58,042. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 53000 – 33350.
6. Authorize the reclassification of Diane Gibson, PC011026 Employment Specialist to PC012944 Human Resources Specialist – Human Resources, effective 5/16/13. Rate of \$42,000/annually. Salary range Minimum \$34,825; Midpoint \$46,434; Maximum

\$58,042. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.

7. Authorize the reclassification of Joanna Baittinger, PC011120 Human Resources Manager to PC012941 Senior Human Resources Administrator – Human Resources, effective 5/16/13. Rate of \$50,874/annually. Salary range Minimum \$36,686; Midpoint \$48,915; Maximum \$61,143. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
8. Authorize the reclassification of Christie Bennett Zellers, PC010199 Benefits Manager to PC012940 Senior Benefits Specialist – Human Resources, effective 5/16/13. Rate of \$47,740/annually. Salary range Minimum \$36,877; Midpoint \$49,169; Maximum \$61,461. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
9. Authorize the reclassification of Samantha Pelkowski, PC011118 Human Resources Generalist to PC012945 Human Resources Administrator – Human Resources, effective 5/16/13. Rate of \$41,865/annually. Salary range Minimum \$34,825; Midpoint \$46,434; Maximum \$58,042. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
10. Authorize salary adjustment for Alisha Brown, PC010198 Benefits Coordinator – Human Resources, effective 5/16/13. Rate of \$36,000/annually. Salary range Minimum \$33,205; Midpoint \$44,274; Maximum \$55,342. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
11. Authorize salary adjustment for Tiffany Pantoja, PC011274 Leave of Absence Administrator – Human Resources, effective 5/16/13. Rate of \$42,000/annually. Salary range Minimum \$34,826; Midpoint \$46,435; Maximum \$58,044. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.

Commissioner Leinbach commented that the reason there are so many listings for Human Resources is due to a recent restructuring of the Department.

- 142.13 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Capital Blue Cross Administrative Service Agreements for 2013.
- 143.13 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #13-07-KL, contracts for the Jail Infrastructure and Envelope and Security and Surveillance Project as identified herein:

Gordon A. Bayer, Inc.

178 W. 8th Street

Pennsburg, PA 18073

General Construction Base Bid: \$2,765,000.00

Alternate GC-2: Add \$17,000.00 - Elastomeric Coating on the Penthouses

Alternate GC-10: Add 200,000.00 – Bunk Modifications

Alternate GC-11a: Add \$1,755,000.00 – BUR Roof Replacement

Alternate GC-12: Add \$53,200.00 – Security Modifications at Main Lobby

General Construction Total: \$4,790,200.00

Vision Mechanical, Inc.

135 Juniata Street

West Reading, PA 19611

Plumbing Construction Base Bid: \$158,000.00

Worth & Company, Inc.

6263 Kellers Church Rd.

Pipersville, PA 18974

Mechanical Construction Base Bid: \$2,174,000.00

Wescott Electric Co.

P.O. Box 278

Glen Riddle, PA 19037

Electrical Construction Base Bid: \$3,085,000.00

Alternate EC-9b: Add \$44,000.00 – Fire Alarm System (area sensors)

Alternate EC-12: Add \$12,500.00 – Security Modification at Main Lobby

Electrical Construction Total: \$3,141,500.00

United Prison Equipment

6306 Fifth Street

Green Lane, PA 18054

Detention Equipment Construction Base Bid: \$224,000.00

Alternate DEC-12: Add \$29,000.00 – Security Modifications at Main Lobby

Detention Equipment Construction Total Bid \$ 253,000.00

- 144.13 Adopt a resolution authorizing Alan S. Miller, County Solicitor, to execute the retainer letter with MacMain Law Group, LLC, to provide legal representation to the County of Berks for non-insured litigation cases at the hourly rate of \$175.00 per hour. Solicitor Miller clarified that this is a new law firm but the same attorney will be representing the County. Mr. Miller stated that Matthew Connell is a principal in this new law firm.
- 145.13 Adopt a resolution ratifying and confirming the execution of the North Park Bridge Road Use and Improvements Agreement between the Borough of Kutztown and the County of Berks to allow the County to utilize the North Park Bridge owned by the Borough of Kutztown to provide access to the County's tower site for construction purposes regarding the Emergency Radio Response Project.
- 146.13 Adopt a resolution authorizing Nelson Long, County Treasurer, to make eight (8) revised monthly Retirement Fund (ARC) contributions to the Berks County Retirement Fund in the amount of \$191,488.75 each, totaling \$1,531,910.00 for the revised Annual Required Contribution (ARC) determined by the Actuary totaling \$2,665,246.00 commencing May 16, 2013 until further notice. This Resolution amends Resolution No. 14-13 which authorized Nelson Long, County Treasurer, to make twelve (12) monthly ARC payments in the amount of \$283,334.00 each. Commissioner Leinbach commented that if you look at what the ARC will be this year compared to what it is projected to be, and by fully funding the Pension, that ARC payment in the first year dropped dramatically, which is good news for the taxpayers and pensioners. Commissioner Leinbach commented it is appropriate to mention the Pension Board met this morning at 9:30, and after significant legal research, passed a resolution that will take away any future pension payments to Ellie Antoine, the former Recorder of Deeds. Commissioner Leinbach stated it was done based on Pennsylvania statute and the fact that Ms. Antoine pleaded guilty, was convicted and has been sentenced, and it was a unanimous decision by the Pension Board.
- 147.13 Adopt a resolution authorizing the reappointment of Jack Evans, Birdsboro, Pennsylvania to the Berks County Housing Authority for a term expiring December 31, 2014.
- 148.13 Adopt a resolution authorizing the appointment of Mel Jacobson, Reading, Pennsylvania to the Uniform Construction Code (UCC) Board of Appeals for a term expiring January 15, 2015.

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 May 13, 2013. Commissioner Leinbach commented there was 26 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers listing dated May 14, 2013 for the week ending May 15, 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.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken announced the following four upcoming events all relating to the Parks Department. This Saturday, May 11th at 10:00 a.m. the 31st Annual Early Bird Fiddle Festival will be held at the Berks County Heritage Center; on Friday, May 17th the Lower Union Canal Hike will be held at the Heritage Center; on Sunday, May 19th the Mountain Bike Know How will be held at Blue Marsh Lake and also on Sunday, May 19th A Close Look at Melcher's Grist Mill will be held at the Heritage Center.
2. Robert J. Patrizio reported that at today's Budget Meeting the Commissioners will be discussing a proposal regarding veterans housing and a follow-up discussion on security services.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt commented last Thursday he was invited to testify before the House Policy Committee as Chair of CCAP Courts and Corrections Committee in Harrisburg. Commissioner Barnhardt reported the reason he attended for CCAP, and which is a priority for 2013, is the federal government is permitting states the option of suspending Medicaid benefits for mental health subjects that are released from jail. Commissioner Barnhardt commented Pennsylvania has elected to terminate those benefits. Commissioner Barnhardt further reported that part of continuation of care is once they leave jail there is no resource for them to access, so CCAP is advocating for mere suspension of benefits and not elimination of the benefits. Commissioner Barnhardt reported that last Thursday evening he and Ryan Hunter went to Maiden Creek Township officials to pitch the idea to turn back Schaeffer's Road Bridge (Blandon Bridge) off 222 North. Commissioner Barnhardt commented the County has plans to replace the bridge hopefully by the end of 2015 and the Township seems interested in learning about the opportunity of acquiring the Bridge for the Township. The Township would like to be at the table with the County, Engineers and PennDOT, and would like a draft agreement

similar to the one the County gave to Ontelaunee regarding Wiley's Bridge Road. Commissioner Barnhardt stated we will be delivering a draft agreement for their review. Commissioner Barnhardt announced that next Tuesday is Election Day and encouraged everyone to get out and vote. Commissioner Barnhardt commented that these off year elections involve many municipal positions that are very important. Commissioner Barnhardt further saluted the 1200 poll workers for a job well done.

Commissioner Leinbach commented on the low voter turnout at the Primary Election and how the numbers often determine who will be next school board member, supervisor, etc. Commissioner Leinbach agreed with Commissioner Barnhardt that the Primary Election is very important and encouraged everyone to get out and vote. Commissioner Leinbach announced that this Saturday the Armed Forces Day Parade will be taking place in Wyomissing and West Reading. Commissioner Leinbach reported he will not be in attendance next Thursday as he will be attending the spring NACO Board meeting.

There being no further business, the meeting adjourned at 10:36 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk