

Commissioners' Board Meeting Minutes May 25, 2017

The Berks County Board of Commissioners met in regular session on Thursday, May 25, 2017, 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 Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Mark C. Scott in attendance. Commissioner Leinbach participated via conference call from Oregon where he was attending a NACo Conference. Also present were First Assistant County Solicitor J. Chadwick Schnee, Chief Administrative Officer Ronald R. Seaman and Chief Clerk Maryjo Gibson.

Commissioner Barnhardt opened the meeting with a moment of silence and Pledge of Allegiance to the Flag.

Approval of Minutes

The minutes of May 11, 2017 Commissioners' Board Meeting were approved as presented.

Agenda Items

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

148.17 Adopt a resolution authorizing 2016 Budget Transfers in the amount of \$147,924, 2016 Appropriations in the amount of \$4,819; 2017 Budget Transfers in the amount of \$734,196 and 2017 Appropriations in the amount of \$309,514 per listing dated May 22, 2017.

149.17 Adopt a resolution authorizing Human Resources Recommendations per listing dated May 25, 2017 as follows:

1. Authorize the appointment of John Matula to PC012250 Sergeant – Sheriff's Department, effective 6/7/2017. Rate of \$59,883/annually. Salary range Minimum \$41,396; Midpoint \$55,195; Maximum \$68,994. Replacement for Frank Cataldi who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11510.
2. Authorize the appointment of Kay Leisey to PC011066 Executive Assistant – Commissioners, effective 6/14/2017. Rate of \$46,000/annually. Salary range

Minimum \$33,721; Midpoint \$44,961; Maximum \$56,202. Replacement for Amanda Carroll who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11010.

3. Authorize the appointment of Kaylee Weaver to PC013108 Fiscal Coordinator – Facilities and Operations, effective 6/14/2017. Rate of \$35,000/annually. Salary range Minimum \$34,083; Midpoint \$45,443; Maximum \$56,804. Replacement for Taylor Trump who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11030.
4. Authorize the promotion of Crystal Talarico from PC013151 County Caseworker II to PC010647 County Caseworker Supervisor I – Children and Youth Services, effective 5/31/2017. Rate of \$52,604/annually. Salary range Minimum \$43,747; Midpoint \$58,329; Maximum \$72,912. Replacement for Judith Hoover-Thompson who separated. This request meets the criteria of the Hiring Policy. Budget 22000 – 23200.
5. Authorize the promotion of Leslie Haftel from PC011165 Judicial Coordinator to PC011151 Judicial Administrative Assistant – Court Administration, effective 5/31/2017. Rate of \$42,953/annually. Salary range Minimum \$34,379; Midpoint \$45,838; Maximum \$57,298. Replacement for Tracey Zeglen who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
6. Authorize the transfer of Kim Grinage from PC010807 Deputy Director – Budget and Finance to PC011094 Fiscal Manager – Area Agency on Aging, effective 5/31/2017. Rate of \$65,000/annually. Salary range Minimum \$42,920; Midpoint \$57,227; Maximum \$71,534. Replacement for Toby Smith who separated. This request meets the criteria of the Hiring Policy. Budget 28100 - 23150.
7. Authorize a rate increase for the two (2) part-time Summer Seasonal Planning Aide positions, PC012202 and PC012201 – Planning Department, effective 5/17/2017. Rate of \$11.50/hour. Rate adjustment is reflective of PennDot's funding and reimbursement for

these positions. This request meets the criteria of the Hiring Policy. Budget 10000 – 11140.

- 150.17 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute as a result of Request for Proposal #17-09-KL, a contract for implementation and support of a video visitation system to be utilized for professional visitations at the Berks County Jail System as identified herein:

Keyser Consulting Group, LLC
 29 West Broadway
 Gettysburg, PA 17325
Not to Exceed \$95,800 (maximum of 24 units)

- 151.17 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #17-14-KO, a three (3) year contract for Window Cleaning Services for Berks County Services Center, Berks County Courthouse, Agriculture Center and Office of Veterans Affairs as identified herein:

LWC Services, Inc.
 2300 Maryland Road
 PO Box 1091
 Willow Grove, PA 19090
Not to Exceed \$22,112

Additional unit pricing as needed:

Unit Price #1 – Chemical restoration \$0.97/SF
 Unit Price #2 – Mechanical restoration \$2.18/SF

The County reserves the right to extend the contract for two (2) additional (1) one year terms upon mutual agreement of both parties at the unit prices herein.

- 152.17 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute four (4), three (3) year contracts as a result of Invitation to Bid (ITB) #17-10-HS Personal Emergency Response Systems (PERS) for the Berks County Area Agency on Aging (BCAAA) as follows:

Connect America.com LLC
 816 Park Way
 Broomall, PA 19008

1.	Mobile/GPS PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$28.00
	Unit Price With Fall Detection	\$35.00
2.	Cellular PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$23.00
	Unit Price With Fall Detection	\$30.00

3.	Standard PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$18.00
	Unit Price With Fall Detection	\$25.00

Critical Signal Technologies, Inc.

27475 Meadowbrook Road
Novi, MI 48377

1.	Mobile/GPS PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$29.00
	Unit Price With Fall Detection	\$36.00
2.	Cellular PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$26.00
	Unit Price With Fall Detection	\$33.00
3.	Standard PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$19.00
	Unit Price With Fall Detection	\$26.00

Responselink LLC DBA ALERT 1

1000 Commerce Park Drive
Suite 300
Williamsport, PA 17701

1.	Mobile/GPS PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$29.95
2.	Cellular PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$24.95
	Unit Price With Fall Detection	\$29.95
3.	Standard PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$19.95
	Unit Price With Fall Detection	\$24.95

Valued Relationships, Inc. (VRI)

1400 Commerce Center Drive
Franklin, OH 45005

1.	Mobile/GPS PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$34.95
	Unit Price With Fall Detection	\$34.95
2.	Cellular PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$27.00
	Unit Price With Fall Detection	\$30.00
3.	Standard PERS	Unit Price (Per Month)
	Unit Price Without Fall Detection	\$23.95
	Unit Price With Fall Detection	\$27.00

The County reserves the right upon agreement of the Vendors to extend the contracts for two (2) additional twelve (12) month terms at the Bid Prices.

The total estimated annual expenditure for Personal Emergency Response Systems for the BCAA is \$25,000.

- 153.17 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute Change Order No. 18 to Contract #10-23185/CR, Motorola Solutions, to add services for Microwave reconfigurations at the Berks County Communications Center and the Berks County Courthouse in the amount of \$10,250.00, in regard to the Berks County Public Safety Radio Project.
- 154.17 Adopt a resolution authorizing execution of Addendum No. 2 to Engineering Services Agreement No. 179497-15 with McCormick Taylor, Inc., Exton, Pennsylvania, to provide additional engineering and construction inspection services to complete the remaining tasks associated with ESA-179497-15 at a not to exceed amount of \$6,500.00.
- 155.17 Adopt a resolution authorizing Christine M. Sadler, Berks County Solicitor, to execute the Engagement Agreement with ARM Group, Inc., Hershey, Pennsylvania, to provide professional environmental and civil engineering expertise services with respect to Kaercher Creek Park at a rate of \$165.00 per hour.
- 156.17 Adopt a resolution authorizing execution of the Addendum to Lease Agreement between Bern Partners, L.P., and the County of Berks, for leasing of office space at 2739 Bernville Road, Leesport, Pennsylvania for Magisterial District Court 23-3-05 (MDJ Gauby), extending the Lease through December 31, 2018 at a monthly rent of \$3,939.28.
- 157.17 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the CWEL Agreement between the County of Berks, the University of Pittsburgh, of the Commonwealth System of Higher Education, and Osvaldo Joel Samboy-Perez, Temple, Pennsylvania, a Berks County Children & Youth Services employee, to participate in a graduate level social work program as outlined in Title IV-B, Part 1 of the Commonwealth's Child and Family Services Plan.
- 158.17 Adopt a resolution authorizing the reappointment of Gary Rightmire, Reading, Pennsylvania, to the Reading Area Community College Board of Trustees for a six (6) year term expiring June 30, 2023.
- 159.17 Adopt a resolution authorizing the reappointment of Sam Alley, Reading, Pennsylvania, to the Reading Area Community College

Board of Trustees for a six (6) year term expiring June 30, 2023.

- 160.17 Adopt a resolution authorizing the appointment of Kim Johnson, Reading, Pennsylvania, to the Reading Area Community College Board of Trustees for a term expiring June 30, 2021. This appointment is to fill the unexpired term of Delphia Howze who resigned.
- 161.17 Adopt a resolution authorizing execution of a letter to Governor Tom Wolf nominating James McCarthy, P.E. to fill a vacancy for the Berks County Conservation District position on the Act 220 Delaware Regional Water Resources Committee.
2. Motion authorizing Kevin S. Barnhardt as Vice Chair of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated May 23, 2017. Commissioner Barnhardt reported there are 39 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated May 23, 2017 for week ending May 24, 2017 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 Deputy County Controller Ronald Rutkowski.

REPORT OF CHIEF FINANCIAL OFFICER

Kimberly Grinage, Deputy Director of Budget and Finance, reported the Commissioners will receive an update to the 5 Year Forecast.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman wished everyone a very pleasurable and safe Memorial Day Weekend in spending time with their families, and not to forget to pay tribute to those who have served our country and made the ultimate sacrifice.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt mentioned there will be dozens of Memorial Day celebrations over the entire weekend, noting every single tombstone of a veteran will be adorned with a Flag, and thanked those volunteers who place flags on the tombs.

Commissioner Scott had no further comments.

Commissioner Leinbach reported the following issues will be discussed at the NACo Conference that will impact counties and Berks County. 1) tax reform and the elimination of deductible state and local taxes; 2) whether the issue of tax free municipal bonds is on or off the table; 3) healthcare reform and the impact on counties; 4) discussions to cut back or eliminate the U.S.D.A. Rural Development Program. Commissioner Leinbach didn't realize and reported that from 2009-2016, Berks County and local businesses received \$342,000 in grants and received \$189.3 million in loans through the Rural Development Program. Commissioner Leinbach wished everyone an enjoyable Memorial Day Weekend, and asked everyone to remember those who made and gave the ultimate sacrifice to defend the United States.

COMMENTS FROM THE FLOOR

There was no public comment.

There being no further business, the meeting adjourned at 10:16 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk