

Commissioners' Board Meeting Minutes May 31, 2012

The Berks County Board of Commissioners met in regular session on Thursday, May 31, 2012, at 10:30 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 speakerphone. Also present were Solicitor Alan Miller and Chief Clerk Maryjo Gibson.

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

Approval of Minutes

The minutes of May 22, 2012 Commissioners' Workshop and May 24, 2012 Commissioners' Board Meetings were approved as presented.

Consent Agenda Items

1. Commissioner Scott commented that since there have been no changes since Tuesday to the Consent Agenda items listed below, he motioned to approve the entire Consent Agenda Items as presented. Commissioner Barnhardt seconded the motion and all voted unanimously to approve the items listed below:

176.12 A. Adopt a resolution authorizing 2012 Budget Transfers in the amount of \$7,800.00 and 2012 Appropriations in the amount \$3,692,803.00 per listing dated May 24, 2012.

177.12 B. Adopt a resolution authorizing Human Resources Recommendations per listing dated May 29, 2012 as follows:

1. Authorize transfer of Maureen Ann Tice, PC011920 Office Support IV – Sheriff to PC011981 Payroll Analyst – Budget and Finance, effective 6/4/12. Rate of \$40,140/annually. Salary budgeted \$47,843/annually. Salary range Minimum \$32,300; Midpoint \$43,066; Maximum \$53,833. Replacement for Patricia Wilson who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
2. Authorize the appointment of Scott Mildren to PC012339 Special Operations and Projects Officer – Department of Emergency Services, effective 6/13/2012. Rate of \$45,000/annually. Salary budgeted \$44,974/annually. Salary range Minimum \$43,887;

Midpoint \$58,502; Maximum \$73,128. Replacement for Jonathan Fritz who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 16020.

3. Authorize transfer of Candace Burton-Singlar from PC011202 Juvenile Correctional Counselor to Temporary Shelter Care Counselor – Youth Detention Center ICE, effective 6/4/12. Current rate \$17.25/hr. Starting rate \$17.25/hr; After 1 year rate \$17.81/hr; After 2 year rate \$18.35/hr; After 3 year rate \$18.90/hr; After 4 year rate \$19.50/hr; After 5 year rate \$20.10/hr; After 6 year rate \$20.71/hr. This temporary position is to provide coverage for an employee currently on a leave of absence. Should the employee return from the leave, or separate from County employment, the temporary assignment will cease. This request was reviewed and has met the criteria of the Hiring Policy. Budget 53013 - 32200.
4. Authorize transfer of Jamie Himmelberger from PC012282 Shelter Care Counselor to Temporary Shelter Care Counselor – Youth Detention Center ICE, effective 6/4/12. Current rate \$17.25/hr. Starting rate \$17.25/hr; After 1 year rate \$17.81/hr; After 2 year rate \$18.35/hr; After 3 year rate \$18.90/hr; After 4 year rate \$19.50/hr; After 5 year rate \$20.10/hr; After 6 year rate \$20.71/hr. This temporary position is to provide coverage for an employee currently on a leave of absence. Should the employee return from the leave, or separate from County employment, the temporary assignment will cease. This request was reviewed and has met the criteria of the Hiring Policy. Budget 53013 - 32200.
5. Authorize transfer of Darrius Palmer from PC011207 Juvenile Correctional Counselor to Temporary Shelter Care Counselor – Youth Detention Center ICE, effective 6/4/12. Current rate \$17.25/hr. Starting rate \$17.25/hr; After 1 year rate \$17.81/hr; After 2 year rate \$18.35/hr; After 3 year rate \$18.90/hr; After 4 year rate \$19.50/hr; After 5 year rate \$20.10/hr; After 6 year rate \$20.71/hr. This temporary position is to provide coverage for an employee currently on a leave of absence. Should the employee return from the leave, or separate from County employment, the temporary assignment will cease. This request was reviewed and has met the criteria of the Hiring Policy. Budget 53013 - 32200.

6. Authorize transfer of Richard Reyes from PC011194 Juvenile Correctional Counselor to Temporary Shelter Care Counselor – Youth Detention Center ICE, effective 6/4/12. Current rate \$18.35/hr. Starting rate \$17.25/hr; After 1 year rate \$17.81/hr; After 2 year rate \$18.35/hr; After 3 year rate \$18.90/hr; After 4 year rate \$19.50/hr; After 5 year rate \$20.10/hr; After 6 year rate \$20.71/hr. This temporary position is to provide coverage for an employee currently on a leave of absence. Should the employee return from the leave, or separate from County employment, the temporary assignment will cease. This request was reviewed and has met the criteria of the Hiring Policy. Budget 53013 - 32200.
- 178.12 C. Adopt a resolution authorizing execution of the Sublease Agreement for Commercial Space in Airport Industries Building IV, a Bern Township Facility, between Rick B. Burkey and the County of Berks for leasing 14,900 square feet of floor space for the Coroner's Office for a ten (10) year term commencing September 1, 2012 and ending August 31, 2022. The County will pay \$4,966.67 per month for the first year. Commencing the second year and continuing on an annual basis through the remaining term, the rent shall be increased 1%.
- 179.12 D. Adopt a resolution approving the amendment to Article 5 of the Articles of Incorporation for the Berks County Industrial Development Authority (the "Authority") extending the life of the Authority to May 1, 2062.
- 180.12 E. Adopt a resolution authorizing execution of the Addendum to the Lease Agreement dated September 15, 1994, amended May 19, 2011 which will terminate May 31, 2012 between Brad Weisman and the County of Berks for office space situate at 1259 North 10th Street, Reading, PA. This addendum is to extend the lease agreement for a four-month term, commencing June 1, 2012 and terminating September 30, 2012 after which it shall renew automatically for additional successive one-month terms.

Non-Consent Items

Motion by Commissioner Scott to approve the Non-Consent Items, seconded by Commissioner Leinbach and all voted unanimously to approve the items listed below.

- 181.12 F. Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to McTish, Kunkel & Associates, 3500 Winchester Road, Suite 300, Allentown, PA 18104 granting an

extension of time for completion of the preliminary design phase of the Christman Road Bridge replacement project until July 1, 2012. This extension is to allow for an additional thirty (30) days for review and approval of the Categorical Exclusion Evaluation (CEE) by the Federal Highway Administration. This extension has been reviewed and endorsed by the County's contracted bridge engineer.

- 182.12 G. Adopt a resolution authorizing execution of The Tower and Ground Space (Sub)Lease between Eastern Pennsylvania Emergency Medical Services Council and the County of Berks for the West Penn Site, in regard to the Berks County Emergency Response Radio Project.
 - 183.12 H. Adopt a resolution authorizing execution of the Agreement of Sale between Anita E. Burkhart and the County of Berks for the purchase of approximately 8.940 acres, located at 179 Long Dam Road, Kutztown, Pennsylvania, and any other documents in connection with the settlement to be held June 1, 2012.
2. Motion to authorize payments set forth on Controller's Office vouchers listing dated May 29, 2012 for the week ending May 30, 2012.

Reports

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's report.
2. The Controller's weekly report was presented by Richard Miller, Manager of Auditing.

There being no further business, the meeting adjourned at 10:39 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk