

Commissioners' Board Meeting Minutes May 31, 2018

The Berks County Board of Commissioners met in regular session on Thursday, May 31, 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, and Chief Clerk Maryjo Gibson. Chief Administrative Officer Ronald R. Seaman was absent.

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

PRESENTATION

Jeff Snyder, Clinton County Commissioner and Chair of CCAP 21st Best Practices Committee, along with Brinda Penyak, CCAP Deputy Director and Wayne Bear, JDCAP Executive Director, presented the Honorable Mention 21st Century Best Practice Award in the large jail category to Warden Janine Quigley and Berks County Jail staff for their Mental Health First Aid Certification practices. Mr. Snyder remarked the Warden and Jail staff saw the need to improve staff training and education concerning mental health illness at the Jail, and participated and became certified in the Mental Health First Aid USA course.

Warden Quigley recognized Deputy Warden Stephanie Smith, a licensed professional therapist, and Sergeant Stacy Acker, with over 20 years at the Jail and in law enforcement, for completing the program, and without a great team, this could not have produced a successful program.

Approval of Minutes

The minutes of May 24, 2018 Commissioners' Board Meeting were approved as presented.

Commissioner Leinbach announced there was an Executive Session held yesterday, May 30, 2018 dealing with litigation.

Public Comment on Agenda Items

None.

Agenda Items

A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Scott with a request for discussion. Request granted by Commissioner Chair Leinbach.

Commissioner Scott announced that for the same reasons previously articulated, he will be a No vote on Ordinance No. 04-2018.

Commissioner Scott also voted No on Item 160.18, the County's 2018 Action Plan, stating there are so many things in the Plan he disagrees with, particularly the allocation of \$400,000 for an aeroponics project and allocation of money for low income housing. Commissioner Scott would rather see the allocation for the aeroponics project go to the RACC campus security system project that is anticipated to cost around \$500,000, and is only scheduled to receive \$150,000.

When questioned by Commissioner Leinbach, Mr. Pick advised the Board that the aeroponics project is still in the feasibility stage, and if it doesn't work out the funds will be reallocated.

Commissioner Barnhardt provided background information for the project, and feels the project has potential to locate a facility in either south Reading or the 18th Ward, and could be accomplished with public/private partnerships.

When questioned by Commissioner Leinbach to address the issue of low income affordable housing and restrictions, Mr. Pick stated there is always a waiting list for these programs especially for the aging population. Mr. Pick reported there are federal restrictions placed on funding, but the CDBG Program is more flexible.

Seeing there were no further comments, all voted unanimously to approve the items listed below, with the exception of Commissioner Scott's no votes to Ordinance No. 04-2018 and item 160.18.

1. Enactment of County Ordinance:

No. 04-2018 AN ORDINANCE OF THE COUNTY OF BERKS, PENNSYLVANIA, AMENDING ORDINANCE NO. 01-2018; APPROVING AN AMENDMENT TO THE MT. PENN PRESERVE PARTNERSHIP COUNCIL OF GOVERNMENTS (MP3 COG) ARTICLES OF AGREEMENT; AND FURTHER AUTHORIZES THE BERKS COUNTY BOARD OF COMMISSIONERS, OR ANY MEMBER THEREOF, TO EXECUTE THE AMENDED ARTICLES OF AGREEMENT.

2.

149.18 Adopt a resolution authorizing 2018 Budget Transfers in the amount of \$261,785 and 2018 Appropriations in the amount of \$178,140 per listing dated May 29, 2018.

150.18 Adopt a resolution authorizing Human Resources Recommendations per listing dated May 31, 2018 as follows:

1. Authorize the appointment of Julie Stackhouse to PC011647 Office Manager – Register of Wills, effective 6/13/2018. Rate of \$45,000/annually. Salary range Minimum \$35,529; Midpoint \$47,372; Maximum \$59,215. Replacement for Karen Dutcher who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11500.

2. Authorize a temporary salary adjustment for Candace Noll PC012242 Senior Contract Coordinator – Contract and Procurement Department, effective 5/30/2018. Rate of \$60,442/annually. This request is in accordance with the County's Department Head/Acting Leadership Guidelines. The temporary salary adjustment will cease upon the appointment of a Deputy Director of Contracts and Procurement. Budget 10000 – 11180.
 3. Authorize a temporary salary adjustment for Kimberly Styer PC012986 Senior Buyer – Contract and Procurement Department, effective 5/30/2018. Rate of \$51,223/annually. This request is in accordance with the County's Department Head/Acting Leadership Guidelines. The temporary salary adjustment will cease upon the appointment of a Deputy Director of Contracts and Procurement. Budget 10000 – 11180.
 4. Authorize a temporary salary adjustment for George Rodrigues PC010317 Contract Coordinator – Contract and Procurement Department, effective 5/30/2018. Rate of \$45,714/annually. This request is in accordance with the County's Department Head/Acting Leadership Guidelines. The temporary salary adjustment will cease upon the appointment of a Deputy Director of Contracts and Procurement. Budget 10000 – 11180.
- 151.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Application for Stop Loss Insurance Coverage with Nationwide Life Insurance Company for coverage applicable from January 1, 2018 to December 31, 2018.
- 152.18 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute as result of Invitation to Bid # 18-14-JR, Uniform Provisions Rebid, a one (1) year contract for uniform provisions for various County of Berks departments as follows:
- Weikel Sportswear**
3100 St Lawrence Ave
Reading, PA 19606
Line items:
4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,22,23,24,25,26,27,28,29,
30,31,34,35,47,48,49,50,51,52,53,54,55,56,57,58,59,60,61,62,63,
64,65,66,67,68 69,70,71,72,73,74,75,76,77,78,79,80,81.
Estimated Annual Expenditure: **\$23,084.00**

The County reserves the right to extend the contract for two additional one-year terms upon mutual agreement of both parties in accordance with the unit prices herein.

- 153.18 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute as a result of Request for Proposal #18-06-CN, three contracts, for a three (3) year term for Senior Center Services for the County of Berks Area Agency On Aging as follows:

Berks Encore

40 N. 9th Street
Reading, PA 19601

Senior Center Site	Term 7/1/18 – 6/30/19 (85%)	Term 7/1/19 – 6/30/20 (80%)	Term 7/1/20 – 6/30/21 (75%)
Birdsboro	\$70,504.00	\$66,356.80	\$62,209.50
Fleetwood	\$62,163.00	\$58,506.40	\$54,849.75
Mifflin	\$58,406.00	\$54,970.40	\$51,534.75
Reading	\$333,811.00	\$333,811.00	\$333,811.00
Strausstown	\$61,292.00	\$57,687.20	\$54,081.75
Wernersville	\$57,542.45	\$54,157.60	\$50,772.75
Total	\$643,718.45	\$625,489.40	\$607,259.50

Boyertown Area Multi-Service

200 West Spring Street
Boyertown, PA 19512

Senior Center Site	Term 7/1/18 – 6/30/19 (85%)	Term 7/1/19 – 6/30/20 (80%)	Term 7/1/20 – 6/30/21 (75%)
Boyertown	\$263,691.00	\$248,180.00	\$ 232,668.75

Centro Hispano Daniel Torres, Inc.

501 Washington Street
Reading, PA 19603

Senior Center Site	Term 7/1/18 – 6/30/19 (85%)	Term 7/1/19 – 6/30/20 (80%)	Term 7/1/20 – 6/30/21 (75%)
Hispanic Center	\$278,970.85	\$262,560.80	\$246,150.75

The County reserves the right to extend the agreement for two additional twelve (12) month terms upon agreement with the Vendor. The budget allocation of service for any additional twelve (12) month period shall be negotiated between the County and the Vendor and agreed to no later than ninety (90) days before the end

of the prior agreement term. Any increase in the budget allocation of service for any additional twelve (12) month period is limited to the percentage increase provided in the County's Regular Block Grant categorical allocation.

- 154.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Utility Agreement 05U297 between the County of Berks and Verizon Pennsylvania, LLC, 1717 Arch Street, Philadelphia, Pennsylvania, required to incorporate the adjustment and relocation of the Utility's facilities, including those outside of the public right of way, as part of the Dreibelbis Station Covered Wooden Bridge Rehabilitation Project in Windsor and Greenwich Township as well as reimbursement to the Utility by the County for construction and installation costs related to the same. The estimated cost of this reimbursement is \$9,875.61.
- 155.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Right-of-Way Clearance Certification as drafted by the Pennsylvania Department of Transportation as it pertains to the Hartz Mill Bridge Superstructure Replacement Project (County Bridge #38A, Caernarvon Township), which confirms that all necessary Rights-of-Way have been fully and properly acquired for the Project.
- 156.18 Adopt a resolution authorizing execution of Change Order No. 21 to the Motorola Solutions Contract (#10-23185/CR) in the amount of \$2,809,037.61 to include \$2,300,000 to modify Berks County Public Safety Radio Network infrastructure and subscriber hardware as described, and maintenance and support changes through 2026 in the amount of \$509,037.61.
- 157.18 Adopt a resolution authorizing execution of Change Order No. 22 to the Motorola Solutions Contract (#10-23185/CR) in the amount of \$129,311.70 to modify Berks County Public Safety Radio Network infrastructure by implementing fire/EMS tone alert paging at the existing Robeson radio site in an amount of \$110,000, and maintenance and support changes through 2026 in the amount of \$19,311.70.
Commissioner Leinbach commented that due to the vigilance of Brian Gottschall, Director of Berks County Emergency Services, the County was able to get the best pricing possible and held Motorola to the original contract pricing.
- 158.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Application for Municipal Recycling Program Performance Grant to Pennsylvania Department of Environmental Protection, Bureau of Waste Management for Calendar Year 2017.

- 159.18 Adopt a resolution of the Board of Commissioners acknowledging the week of June 4, 2018 as Berks County Child Welfare Professionals Appreciation Week declared by Governor Wolf, and recognizing the efforts of the dedicated staff of Berks County Children and Youth Services in the protection of the children of Berks County.
Krista McIlhaney, Berks County Children & Youth Administrator, introduced Sara Golden and Zach De Mara, both Caseworkers, and recognized their efforts, and all efforts of Caseworkers in Children & Youth Services.
- 160.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the County's 2018 Action Plan, and indicating approval by the Board of Commissioners; and further providing such assurances, certifications, contracts, agreements, and supplemental or revised data that the U.S. Department of Housing and Urban Development may request in conjunction with the Plan.
- 161.18 Adopt a resolution accepting the Proposal and authorizing execution of the Consulting Agreement between the County of Berks and WSK & Associates, Wyomissing, Pennsylvania, in connection with the CCTV and Access Control Systems for the County of Berks.
- 162.18 Adopt a resolution ratifying, confirming and approving Christian Y. Leinbach, Chair, execution of the Separation of Duties Worksheet required annually by the Pennsylvania Department of Labor and Industry's Bureau of Workforce Development Administration and under Generally Accepted Accounting Principles ("GAAPs").
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated May 28, 2018.
Commissioner Leinbach reported there are 10 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated May 29, 2018 for week ending May 30, 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. County Controller Graffius was absent. The Controller's weekly report was presented by Deputy Controller Ronald Rutkowski.

REPORT OF CHIEF FINANCIAL OFFICER

None.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

None.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Commissioner Barnhardt commented the Ordinance for the Mt. Penn Preserve is moving the County in a positive direction.

Commissioner Scott

No additional comments.

Commissioner Leinbach

Commissioner Leinbach mentioned he attended a breakfast this morning with Family Promise organization who works with homeless families outside of the City of Reading.

COMMENTS FROM THE FLOOR

Recorder of Deeds Fred Sheeler reminded everyone to attend World War II Weekend events at the Reading Airport. He will be participating in old-fashion radio shows.

Crystal Kowalski responded to comments made by Commissioner Scott regarding poverty, stating it is very expensive and not easy to be poor.

There being no further business, the meeting adjourned at 11:04 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk