

Commissioners' Board Meeting Minutes June 4, 2015

The Berks County Board of Commissioners met in regular session on Thursday, June 4, 2015, 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 and Commissioner Mark C. Scott in attendance. 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

Ms. Jodi Corbett, Director of Academic Partnerships at Reading Area Community College (RACC), presented a Power Point program on dual enrollment initiatives available at RACC as part of the quarterly update. Ms. Corbett commented that RACC offers early college opportunities through accessible, affordable and transferable credits and early college pathways. Ms. Corbett stated this is an excellent choice if you're looking to reduce college debt and RACC is a middle State accredited Community College. Ms. Corbett mentioned all the information she presented can be found at RACC's website, www.racc.edu.

Approval of Minutes

The minutes of May 28, 2015 Commissioners' Board Meeting were approved as presented.

Agenda Items

1. A motion was made by Commissioner Barnhardt to approve the Agenda Items. Commissioner Scott seconded the motion and asked for an opportunity to comment. Commissioner Leinbach commented the motion has been made and seconded and asked if there were any comments. Commissioner Scott commented with respect to Human Resources Item 143.15, he would like to be recorded as a NO vote to numbers 7, 8, 9 and 10. Commissioner Scott commented these pay raise increases for these individuals are somewhere in the area of 7% and suspect that with the cost of living adjustment at the end of the year could be about 10%. Commissioner Scott commented these initiatives apparently came from one Commissioner and were not discussed at an Executive Session nor was there any Board discussion of the more intimate aspects of the individual's performances where he thought it belonged. Commissioner Scott commented it appeared to him to be arbitrary and piecemeal, and did not involve a level of participation by the Board, or was he aware he was in a position to welcome suggestions to the salary

adjustments. Commissioner Scott commented he has since had an opportunity to interact with Arnie Wetzel and Carl Geffken as an alternative to an interactive discussion with the other Commissioners, and feels that these increases will not be lost on other employees, department head and elected Officials, and for these reasons he will be an emphatic No vote to these 4 positions. Commissioner Scott added it is not to say some adjustment is not needed but these figures are not appropriate. Commissioner Scott commented that with respect to the rest of the Agenda items he will be a Yes vote. Commissioner Leinbach commented that Commissioner Scott has a right to what he believes but he is incorrect and misrepresents the facts. Commissioner Leinbach commented the Board has not had an Executive Session for quite some time because it is difficult to trust what is discussed at an Executive Session stays at an Executive Session. Commissioner Leinbach commented these raises have been discussed multiple times over the past 30 to 60 days with Arnie and Carl back and forth on why certain numbers were used, but it is completely inappropriate to suggest that one Commissioner pushed these through. Commissioner Leinbach conceded of course it would have been better to discuss this in Executive Session, but there must be a level of trust and there hasn't been for some time. Commissioner Barnhardt commented he has received sufficient information regarding 7,8,9 and 10 from Arnie, Carl and Bob and is satisfied and believes the raises are warranted and has no qualms supporting them. Commissioner Scott commented on the use of the word trust and where it took place in an Executive Session where Sheila Miller and her position were discussed and his position was misrepresented by Commissioner Leinbach. Commissioner Scott suggested that in future Executive Sessions there is someone present to take minutes of some of the more crucial issues and polling of the Board. Commissioner Leinbach voted to approve all Agenda Items, and all voted unanimously to approve the items listed below with the exception of Commissioner Scott's No Vote.

142.15 Adopt a resolution authorizing 2015 Budget Transfers in the amount of \$148,431.00 and 2015 Appropriations in the amount of \$74,099.00 per listing dated June 1, 2015.

143.15 Adopt a resolution authorizing Human Resources Recommendations per listing dated June 4, 2015 as follows:

1. Authorize the appointment of Kristina Rytsar to PC011133 Internal Auditor – Controller's Office, effective 6/17/2015. Rate of \$45,000/annually. Salary range Minimum \$38,641; Midpoint \$51,521; Maximum \$64,402. Replacement for Dean Bickel who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.
2. Authorize the appointment of Oliver Arthur to PC011388 Manager of Auditing – Controller's Office, effective 7/1/2015. Rate of \$65,000/annually. Salary range Minimum \$55,292; Midpoint \$73,723; Maximum \$92,154. Replacement for Eileen Hobbs who separated. This request

meets the criteria of the Hiring Policy. Budget 10000 – 11120.

3. Authorize the appointment of Michelle Zohlman to PC011025 Employment Counseling Specialist – Domestic Relations Department, effective 6/17/2015. Rate of \$42,000/annually. Salary range Minimum \$33,969; Midpoint \$45,292; Maximum \$56,614. Replacement for Brianne Gring who was promoted. This request meets the criteria of the Hiring Policy. Budget 24000 – 26280.
4. Authorize salary increase for Jennifer Lawler, PC013016 Financial Manager of Planning and General Fund – Budget and Finance Department, effective 6/3/2015. Rate of \$66,500/annually. Salary range Minimum \$55,462; Midpoint \$73,949; Maximum \$92,436. Salary increase is the result of additional responsibilities due to the elimination of the Financial Manager of Analysis and Enterprise Funds position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
5. Authorize salary increase for Laura Jones, PC013017 Financial Manager of Special Revenue and Agency Funds – Budget and Finance Department, effective 6/3/2015. Rate of \$68,000/annually. Salary range Minimum \$55,462; Midpoint \$73,949; Maximum \$92,436. Salary increase is the result of additional responsibilities due to the elimination of the Financial Manager of Analysis and Enterprise Funds position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
6. Authorize salary increase for Dale Derr, PC011011 Director of Veterans Affairs – Veterans Affairs Department, effective 6/3/2015. Rate of \$65,000/annually. Salary range Minimum \$46,411; Midpoint \$61,882; Maximum \$77,352. Salary increase is a result of the re-evaluation of the position approved by Salary Board on 3/19/2015. This request meets the criteria of the Hiring Policy. Budget 10000 – 16030.
7. Authorize salary increase for Christine Sadler, PC010000 First Assistant County Solicitor – Solicitor's Office, effective 6/3/2015. Rate of \$85,000/annually. Salary range Minimum \$57,267; Midpoint \$76,357; Maximum \$95,446. Salary increase is a result of the re-evaluation of the position approved by Salary Board on 3/19/2015. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.

8. Authorize salary increase for Alan Miller, PC010672 County Solicitor – Solicitor's Office, effective 6/3/2015. Rate of \$101,100/annually. Salary range Minimum \$80,137; Midpoint \$106,849; Maximum \$133,561. Salary increase is a result of the re-evaluation of the position approved by Salary Board on 3/19/2015. This request meets the criteria of the Hiring Policy. Budget 10000 – 11020.
 9. Authorize salary increase for Susan Schucker, PC012938 Assistant Director of Human Resources – Human Resources Department, effective 6/3/2015. Rate of \$70,000/annually. Salary range Minimum \$52,181; Midpoint \$69,574; Maximum \$86,968. Salary increase coincides with the re-evaluation of the Director of Human Resources position approved by Salary Board on 3/19/2015. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
 10. Authorize salary increase for Arnel Wetzel, PC011089 Director of Human Resources – Human Resources Department, effective 6/3/2015. Rate of \$102,500/annually. Salary range Minimum \$80,137; Midpoint \$106,849; Maximum \$133,561. Salary increase is a result of the re-evaluation of the position approved by Salary Board on 3/19/2015. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
- 144.15 Adopt a resolution authorizing execution of the Hazardous Materials Emergency Response Preparedness Assessment Update for Calendar Year 2014 as required by the Pennsylvania Emergency Management Agency.
- 145.15 Adopt a resolution authorizing execution of the License to Utilize Premises between the County of Berks and AT&T Corp., Atlanta, Georgia, to place, maintain and operate various equipment and apparatus upon the Buttonwood Street Bridge.
- 146.15 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the PrimeCare Medical, Inc. Business Associate Agreement between Berks County, Jail System, and PrimeCare Medical, Inc. Under the Federal HIPPA law, medical providers must enter into a business associate agreement requiring it provides services to acknowledge both parties will abide by the privacy and security provisions of HIPPA and other federal laws.
- 147.15 Adopt a resolution authorizing the reappointment of Mary Kargbo, Exeter Township, Pennsylvania, to the Reading Area

Community College Board of Trustees for a six (6) year term expiring June 30, 2021.

- 148.15 Adopt a resolution authorizing the reappointment of Michael Toledo, Blandon, Pennsylvania, to the Reading Area Community College Board of Trustees for a six (6) year term expiring June 30, 2021.
 - 149.15 Adopt a resolution authorizing the appointment of Delphia L. Howze, Reading, Pennsylvania, to the Reading Area Community College Board of Trustees for a six (6) year term expiring June 30, 2021.
 - 150.15 Adopt a resolution ratifying, confirming and approving Christian Y. Leinbach, Commissioner Chair, to execute the 2015-2016 Renewal Quotation to PCoRP (Pennsylvania Counties Risk Pool, a program of the County Commissioners Association of Pennsylvania) and the Special Risk Accident Coverage for County and County-Related Entity Volunteers Renewal Quote 2015-2016 Acceptance Form.
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 June 2, 2015. Commissioner Leinbach reported there was 8 contracts and referenced the departments.
 3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated June 2, 2015 for week ending June 3, 2015 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.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken had no report today.
2. Robert J. Patrizio commented the Board will discuss a proposed Countywide LERTA, an update on new software and a discussion on Kaercher Creek Park.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt commented he is very pleased with the appointment of Delphia Howze, who has a long and varied career in the human resources business, and who is replacing Nancy Snyder. Commissioner Barnhardt commented there seems to be a changeover of the original members of the RACC Board of Trustees. Commissioner Barnhardt was pleased with the newspaper article written by Liam Migdail-Smith regarding the imminent closing of the Buttonwood Street Bridge. Commissioner Barnhardt reported the Chamber of Commerce and Reading Bridges committee will be meeting again with merchants and residents in the areas affected by the closure and travel restrictions.

Commissioner Scott had no further comments.

Commissioner Leinbach announced this Saturday the Berks County Pretrial Connections Annual Softball Tournament will take place at the Berks Youth Recreation Facility run by Big Vision, and WWII Weekend will return to the Mid-Atlantic Air Museum in Bern Township.

COMMENTS FROM THE FLOOR

Berks County Recorder of Deeds Frederick Sheeler announced his office will offer a free workshop Wednesday, July 8, 2015 on how to research historical documents. Mr. Sheeler commented the workshop will be open to the first 15 people and will be held at the Berks County Library System in Bern Township.

There being no further business, the meeting adjourned at 10:40 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk