

## **Commissioners' Board Meeting Minutes June 6, 2019**

The Berks County Board of Commissioners met in regular session on Thursday, June 6, 2019, 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 in attendance. Commissioner Mark C. Scott participated via telephone. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman and Chief Clerk Maryjo Gibson.

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

### **PUBLIC HEARING**

Pursuant to the Legal Notice published May 21, 2019 in the Reading Eagle, a Public Hearing was held for approval of the Human Services Block Grant for Fiscal Year 2019/2020. Dr. Edward B. Michalik, Program Administrator, presented a PowerPoint providing specific detail of the programs and services and funding where the \$15.6 million is spent. A copy of the PowerPoint is attached. There were no questions or comments from elected officials or the public.

A motion was made by Commissioner Barnhardt to approve the following resolution. Said motion was seconded by Commissioner Scott, the motion carried.

- 178.19    A.    Adopt a resolution authorizing execution of Appendix A, Fiscal Year 2019-2020 County Human Services Plan Assurance of Compliance form.

### **Approval of Minutes**

The minutes of May 24, 2019 Commissioners' Board Meeting were approved as presented.

### **Public Comment on Agenda Items**

None.

### **Agenda Items**

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

- 178.19 Adopt a resolution authorizing execution of Appendix A, Fiscal Year 2019-2020 County Human Services Plan Assurance of Compliance form.
- 179.19 Adopt a resolution authorizing 2018 Budget Transfers in the amount of \$20,298; 2018 Appropriations in the amount of \$50,236; 2019 Budget Transfers in the amount of \$339,605 and 2019 Appropriations in the amount of \$77,082 per listing dated May 24, 2019.
- 180.19 Adopt a resolution authorizing Human Resources Recommendations per listing dated June 6, 2019 as follows:
1. Authorize the appointment of Guy Werner to PC012240 Senior Buyer – Purchasing Department, effective 6/12/2019. Rate of \$47,500/annually. Salary range Minimum \$39,767; Midpoint \$53,023; Maximum \$66,279. Previously zero budget, funding for PC012240 was re-instated in 2016, however the position remained vacant. This request meets the criteria of the Hiring Policy. Budget 10000 – 11180.
  2. Authorize the appointment of Patrick Sleppy to PC012343 Senior Financial Analyst – Budget and Finance Department, effective 6/12/2019. Rate of \$57,400/annually. Salary range Minimum \$43,333; Midpoint \$57,778; Maximum \$72,222. Replacement for Shawn Clark who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
  3. Authorize the appointment of Michael Buono to PC010904 Deputy Warden – Operations – Jail System, effective 7/10/2019. Rate of \$74,000/annually. Salary range Minimum \$57,636; Midpoint \$76,848; Maximum \$96,060. Replacement for Kyle Russell who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
  4. Authorize Erin Gardner PC011983 Enterprise Support Technician – Information Systems to work out of classification in the Network Administrator position, effective 5/20/2019. Rate of \$49,630/annually. Salary range Minimum \$44,292; Midpoint \$59,057; Maximum \$73,821. This working out of classification will cease upon the appointment of a Network Administrator. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.

5. Authorize a stipend in the amount of \$70.50 per pay period for Aaron Bell, PC012985 Law Clerk I – Court Administration, effective 5/22/2019. The stipend is for additional responsibilities associated with video arraignments. This request is due to the recent separation of Shanna Kim who previously received the stipend for performing this function. Budget 10000 – 11600.
- 181.19 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute a contract for a two (2) year term as a result of the Request for Proposal #18-26-CN for Business Services in the partnership with One Stop Operator of the Pennsylvania CareerLink Berks County as follows:
- Educational Data Systems, Inc.**  
15300 Commerce Drive North, Suite 200  
Dearborn, MI 418120  
Not to Exceed: \$270,488 per year
- The County of Berks reserves the right upon mutual agreement of both parties to extend the agreement for one (1) additional one (1) year term in accordance with the terms of the contract. Dan Fogarty, Director of Workforce Development & COO, commenting this work is for on-going business services.
- 182.19 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute a contract for a one (1) year term as a result of the Request for Proposal #19-10-CN for Community-Based Pre-Apprenticeship Programs for Construction/Health Sectors for the Berks County Workforce Development Board as follows:
- Berks Connections/Pretrial Services**  
19 North 6<sup>th</sup> Street, 4<sup>th</sup> Floor  
Reading, PA 19602  
Not to Exceed: \$225,000
- The County of Berks reserves the right upon mutual agreement of both parties to extend the agreement for one (1) additional one (1) year term in accordance with the terms of the contract. Peggy Kershner, Co-Executive Director of Berks Connections/Pretrial Services, and Dan Fogarty, reported these services focus on the health care and construction industries.
- 183.19 Adopt a resolution authorizing the appointment of Jenny Batista, Human Resources Manager, L&H Signs, Inc., to the Berks County Workforce Development Board for a three (3) year term beginning July 1, 2019 to June 30, 2022.

- 184.19 Adopt a resolution authorizing the appointment of Thomas W. McNelis, President/CEO of Threshold Rehabilitation Services, Inc., to the Berks County Workforce Development Board for a three (3) year term beginning July 1, 2019 to June 30, 2022.
- 185.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the County's Consolidated Plan for 2019 – 2023 and the 2019 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 Plans.
- 186.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the JAG ("Justice Assistance Grant") Local Jurisdiction Waiver for Berks County Pretrial Services that is required to submit with their application for funding through the current PCCD ("Pennsylvania Commission on Crime and Delinquency") to promote the implementation of reentry programs and practices.
- 187.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the JAG ("Justice Assistance Grant") Local Jurisdiction Waiver for Clare of Assisi House that is required to submit with their application for a second year of the 2017/18 Byrne Justice Assistance Grant Program for funding under Objective 4, evidence-based practices designed to reduce recidivism for high-risk adult women offenders transitioning back into the community.
- 188.19 Adopt a resolution authorizing A. Dennis Adams, County Treasurer, to open a new bank account with VIST Bank, Reading, Pennsylvania, for the collection and disbursement of funds associated with Escheat, and closing of the existing bank account with BB&T.
- 189.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the letter of engagement with MaherDuessel to perform an audit of the financial statements of the Berks County 9-1-1 Program as requested by the Pennsylvania Emergency Management Agency ("PEMA") for years ending December 31, 2017 and 2018.
- 190.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute and deliver any and all documents required in connection with the assignment of the Promissory Notes and Mortgages of the County of Berks to the Redevelopment Authority of the County of Berks.

2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated June 4, 2019. Commissioner Leinbach reported there are
3. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated June 4, 2019 for week ending June 5, 2019 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 County Controller Sandy Graffius.

### **REPORT OF CHIEF FINANCIAL OFFICER**

Due to lack of a quorum there will not be Budget/Operations Meeting today.

### **REPORT OF CHIEF ADMINISTRATIVE OFFICER**

Ronald R. Seaman invited everyone to partake in the WWII Weekend activities at the Reading Airport, noting it is the 75<sup>th</sup> Anniversary of D Day.

### **COMMISSIONERS' COMMENTS**

#### **Commissioner Barnhardt**

No comments.

#### **Commissioner Scott**

Commissioner Scott was happy the Council on Chemical Abuse is going to receive \$300,000 funding from the HUD Consolidated Plan for 2019-2023, something he suggested to assist and offset local tax dollars.

Commissioner Scott commended Dennis Adams, County Treasurer, for his ongoing efforts to always seek a better deal for the County banking depositories and banking service providers, something that has saved the County money.

#### **Commissioner Leinbach**

Commissioner Leinbach reported earlier this week he and Mary Buerer participated in a special program hosted by Pennsylvania State Berks Campus, The Caron Foundation and Schlouch Inc. called *Whatever Business Needs to Know About the Opioid Crisis*. It was a very good program.

Commissioner Leinbach played a shared two You Tube videos related to the 75<sup>th</sup> Anniversary D Day

**ELECTED OFFICIALS' COMMENTS**

None.

**COMMENTS FROM THE FLOOR**

Susie Bigelow, Tilden Township, commented that as a member of the public and in her opinion, she feels there is an assault on northern Berks County residents of concrete and trucks, and was glad to hear the recent proposal for a warehouse near the Blue Mountains was rejected. and asked public officials to continue to listen to the people.

There being no further business, the meeting adjourned at 10:58 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk