

Commissioners' Board Meeting Minutes June 21, 2012

The Berks County Board of Commissioners met in regular session on Thursday, June 21, 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 Chair Christian Y. Leinbach called the meeting to order with Commissioner Mark C. Scott and Commissioner Kevin S. Barnhardt 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.

Approval of Minutes

The minutes of June 12, 2012 Commissioners' Workshop and June 14, 2012 Commissioners' Board Meetings were approved as presented.

Consent Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
 - 203.12 A. Adopt a resolution authorizing 2012 Budget Transfers in the amount of \$7,605,044.00 and 2012 Appropriations in the amount \$222,413.00 per listing dated June 14, 2012.
 - 204.12 B. Adopt a resolution authorizing Human Resources Recommendations per listing dated June 19, 2012 as follows:
 1. Authorize the utilization of a temporary agency for YDC/ICE, effective 6/22/2012. Rate not to exceed \$29.95/hr. Utilization of a temporary agency will cease when the Fiscal Operations Manager position is filled. This request was reviewed and meets the criteria of the Hiring Policy. Budget 52013 – 32200.
 2. Authorize salary increase for Ronald Rutkowski, PC012122 1st Deputy/Project Manager – Controller, effective 6/20/2012. Rate of \$70,000/annually. Current Rate \$63,135/annually. Salary range Minimum \$55,009; Midpoint \$73,345; Maximum \$91,681. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.

3. Authorize salary increase for Erin Gauby, PC011980 Senior Payroll Analyst – Budget, effective 6/20/2012. Rate of \$44,000/annually. Current Rate \$40,334/annually. Salary range Minimum \$33,635; Midpoint \$44,846; Maximum \$56,058. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.
 4. Authorize salary increase for Stephen Lamp, PC010128 Deputy Chief – Adult Probation, effective 2/27/2012. Rate of \$75,000/annually. Current Rate \$70,364/annually. Salary range Minimum \$51,367; Midpoint \$68,490; Maximum \$85,612. This request meets the criteria of the Hiring Policy. Budget 10000 – 12010.
 5. Authorize the appointment of Catherine Boyer to PC012820 Records Manager – Commissioners, effective 6/27/2012. Rate of \$55,000/annually. Salary range Minimum \$42,025; Midpoint \$56,034; Maximum \$70,042. New position created by Salary Board on 3/20/2012. This request meets the criteria of the Hiring Policy. Budget 10000 – 11010.
- 205.12 C. Adopt a resolution authorizing execution of the Termination of Lease Agreement between the County of Berks and Berks Connections/Pretrial Services effective June 30, 2012. Commissioner Leinbach reminded the audience that item 7 on the Contract Agenda is a legal swap from a Lease Agreement to a Service Agreement.
- 206.12 D. Adopt a resolution authorizing Ryan Hunter, Director of Facilities & Operations, to execute Change Order No. 1 dated June 13, 2012 to the Vision Mechanical, Inc. Contract No. AIA-132806-12 in the additional amount of \$36,356.00 for labor and materials to remove and replace various piping throughout the Parking Garage as part of the Services Center Parking Garage Restoration Project.
- 207.12 E. Adopt a resolution authorizing execution of the Consulting Agreement between the County of Berks and D'Huy Engineering, Inc., of Bethlehem, Pennsylvania to provide consulting, construction management and engineering services for the Services Center Building Envelope Project in accordance with RFP #11-16-KL for Professional Consulting Services. D'Huy shall be compensated 6.5% of the Cost of the Work for the performance of Basic Services set forth in the RFP, and shall be paid upon the completion of each phase of Basic Services.

- 208.12 F. Adopt a resolution authorizing execution of the National Forensic Science Improvement Action (Federal 16.742 NFSIA) Grant Application to the Pennsylvania Commission on Crime and Delinquency in the amount of \$78,000.00. This Grant is for the Berks County Forensic Services Efficiency Project and will increase efficiency and decrease the backlog by automating the documentation of cases and is 100% federally funded.
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 14, 2012.
 3. Motion to authorize payments set forth on Controller's Office vouchers listing dated June 19, 2012 for the week ending June 20, 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 L. Miller, Manager of Auditing.

Comments from the Floor

Kevin Barnhardt commented that he met with Glenn Knoblauch, Executive Director of the Berks County Planning Commission, regarding the Sewer/Water Plant Study, which recommended an Advisory Board. Commissioner Barnhardt questioned if the Board wants to go through a formal nominating process or should the Planning Commission put the Advisory Board together. Commissioner Leinbach commented either way is fine, as the Advisory Board is an ad hoc board. After further discussion, and on motion by Commissioner Scott, articulated by Commissioner Leinbach and seconded by Commissioner Barnhardt all voted unanimously to authorize Glenn Knoblauch and Carl Geffken to set up and appoint members of an Ad Hoc Advisory Committee focusing on the sewer/water plant as noted in the Sewer/Water Study.

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

Respectfully Submitted,

Maryjo Gibson, Chief Clerk