

Commissioners' Board Meeting Minutes July 10, 2014

The Berks County Board of Commissioners met in regular session on Thursday, July 10, 2014, 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 Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Mark C. Scott in attendance. Commissioner Leinbach was not present. Also present were Solicitor Alan Miller and Chief Clerk Maryjo Gibson.

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

Approval of Minutes

The minutes of June 26, 2014 Commissioners' Board Meeting were approved as presented.

Commissioner Barnhardt announced there was an Executive Session held June 30, 2014 to discuss personnel issues, labor contract negotiations and real estate matters.

Agenda Items

1. A motion was made by Commissioner Scott, seconded by Commissioner Barnhardt and all voted unanimously to approve the items listed below:
 - 192.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$273,737.00 and 2014 Appropriations in the amount of \$16,785.00 per listing dated July 7, 2014.
 - 193.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated July 10, 2014 as follows:
 1. Authorize the appointment of Margaret DeAntonio to PC010675 Court Information Management Supervisor – Court Administration, effective 7/23/2014. Rate of \$45,000/annually. Salary budgeted \$51,406/annually. Salary range Minimum \$34,448; Midpoint \$45,930; Maximum \$57,413. Replacement for Renee Notario who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
 2. Authorize the promotion of Jessica Jones from PC010234 Casework Supervisor II to PC010801 Deputy Director – Area Agency on Aging, effective 7/2/2014. Rate of \$61,670/annually. Salary budgeted \$64,401/annually. Salary range Minimum \$50,845;

Midpoint \$67,794; Maximum \$84,742. Replacement for Dianne Dachowski who separated. This request meets the criteria of the Hiring Policy. Budget 28100 – 23150.

3. Authorize the promotion of Tina Wise from PC010233 Casework Supervisor I to PC010234 Casework Supervisor II – Area Agency on Aging, effective 7/2/2014. Rate of \$54,000/annually. Salary budgeted \$56,063/annually. Salary range Minimum \$41,692; Midpoint \$55,589; Maximum \$69,487. Replacement for Jessica Jones who was promoted. This request meets the criteria of the Hiring Policy. Budget 28100 – 23150.

194.14 Adopt a resolution approving the following Policy Revisions:

1. Leave of Absence Policy - Section 9.2 effective November 1, 2000 revised July 14, 2014
2. Inclement Weather Policy - Section 9.5 effective July 14, 2014

Human Resources Director Arnel Wetzel commented the Leave of Absence policy was needed to update changes regarding military caregiver provisions and the weather policy reflects issues dealing with the very difficult weather last year and setting guidelines for delayed openings and closings when weather conditions are extreme.

195.14 Adopt a resolution authorizing the award and Director of Contracts & Procurement to execute a contract as a result of Invitation to Bid #14-17-JR to PAC Industries, 5341 Jaycee Avenue, Harrisburg, Pennsylvania 17112 for an Air Chicago Small Piece Folder for Berks Heim in the amount of \$35,631.82.

196.14 Adopt a resolution approving the County of Berks Standard Operating Guidelines, Accident and Illness Prevention Program. Under the Health and Safety Regulations of the Pennsylvania Workers' Compensation Act, self-insured employers are required to provide Accident and Illness prevention program (AIPP) services.

197.14 Adopt a resolution authorizing the reappointment of the following members to the Berks County Workforce Investment Board for three (3) year terms ending June 30, 2017:

Patricia J. Adameczyk
Joanne M. Judge
Ruth M. Mathews
Lewis McCoy, Jr.
John R. Morahan
Gregg T. Riefenstahl
Edward J. Swoyer, Jr.

Tammy White
Chester M. Winters

- 198.14 Adopt a resolution authorizing the appointment of the following new members to the Berks County Workforce Investment Board for a three (3) year terms ending June 30, 2017:
- Russell Showers, Vice President, Human Resources,
Reading Health System
- 199.14 Adopt a resolution authorizing execution of Engineering Services Agreement #158351 between the County of Berks and McCormick Taylor, Inc. to perform an in-depth inspection of the Gring's Mill Bridge over the Tulpehocken Creek, Bern and Spring Townships as a not to exceed amount of \$15,989.00.
- 200.14 Adopt a resolution authorizing execution of the Grant-In-Aid and Grant-In-Aid Agreement for Improvement of Adult Probation Services for FY 2014-2015 Continuing Program between the County of Berks and Pennsylvania of Probation and Parole in the amount of \$3,550,729.00. Chief Probation and Parole Officer Robert Williams commented this is an annual grant and expects to receive \$442,390.00 which is the same as last fiscal year.
- 201.14 Adopt a resolution ratifying and confirming Christian Y. Leinbach, Chair, execution of the revised Memorandum of Understanding (MOU) between the County of Berks and the City of Reading for allocation of funds for the 2014 Edward Byrne Memorial Justice Assistance Grant. The revision is due to defining the City's amount and usage of funds.
2. Motion authorizing Kevin S. Barnhardt, Vice Chair of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated July 8, 2014.
3. Motion to ratify and confirm payments set forth on Controller's Office vouchers listing dated July 1, 2014 for week ending July 4, 2014 and listing dated July 8, 2014 for week ending July 9, 2014, 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.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken was on vacation.

2. Robert J. Patrizio reported the Commissioners will discuss a financial update on wage progression, an update on Parks and the facilities at the North Campus and an analysis prepared by Ken Pick, Executive Director of the Berks County Redevelopment Authority for MDJ Hartman's Office and the possible acquisition of the property.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt had no additional comments.

Commissioner Scott had no additional comments.

There being no further business, the meeting adjourned at 10:14 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk