

## **Commissioners' Board Meeting Minutes July 11, 2019**

The Berks County Board of Commissioners met in regular session on Thursday, July 11, 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 Vice Chair Kevin S. Barnhardt called the meeting to order with Commissioner Mark C. Scott in attendance. Commissioner Leinbach participated via telephone. Also present were County Solicitor Christine M. Sadler, Chief Administrative Officer Ronald R. Seaman 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 27, 2019 Commissioners' Board Meeting were approved as presented.

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

None.

### **Agenda Items**

1. A motion was made by Commissioner Scott, seconded by Commissioner Leinbach and all voted unanimously to approve the items listed below:
  - 215.19 Adopt a resolution authorizing 2019 Budget Transfers in the amount of \$59,664 and 2019 Appropriations in the negative amount of \$(80,575) per listing dated July 11, 2019.
  - 216.19 Adopt a resolution authorizing Human Resources Recommendations per listing dated July 11, 2019 as follows:
    1. Authorize the appointment of Matthew Salkowski to Interim Director of Facilities and Operations – Facilities and Operations, effective 6/5/2019. Rate of \$99,000/annually. The working out of classification compensation will cease upon the appointment of a Director of Facilities and Operations. Salary range Minimum \$69,793; Midpoint \$93,057; Maximum \$116,322. Replacement for Ryan Hunter who separated. Budget 10000 – 11030.

2. Authorize the appointment of Shawn Good to PC012345 Senior Governmental Accountant – Office of the Controller, effective 7/17/19. Rate of \$50,000/annually. Salary range Minimum \$44,057; Midpoint \$58,742; Maximum \$73,428. Replacement for Judith Lumis who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11120.
  3. Authorize the promotion of Ruth Somers from PC011009 Director of Staff Development – Berks Heim Staff Development Department to PC013139 Assistant Director of Nursing – Berks Heim Nursing Administration, effective 7/10/2019. Rate of \$80,800/annually. Salary range Minimum \$60,979; Midpoint \$81,306; Maximum \$101,632. Replacement for Stephanie Santiago who separated. This request meets the criteria of the Hiring Policy. Budget 53000 – 33390.
  4. Authorize the utilization of a temporary agency for a Buyer – Purchasing Department, effective 7/11/2019. Rate not to exceed \$31.56/hour. Utilization of the temporary agency will cease when a candidate is hired to fill the Buyer position. This request meets the criteria of the Hiring Policy. Budget 10000 – 11180.
  5. Authorize the salary adjustment for Suzette Melendez, PC012945 Human Resources Generalist – Human Resources Department, effective 7/31/2019. Rate of \$46,125/annually. Salary range Minimum \$37,751; Midpoint \$50,334; Maximum \$62,918. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
- 217.19 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute as a result of Invitation to Bid # 19-15-GW, a three (3) year contract for Propane to be utilized by the Department of Emergency Services, the Jail System, Parks and Recreation and Facilities and Operations as follows:
- Sharp Energy, Inc.**  
7205 Kernsville Road  
Orefield, PA 18069  
Fixed Rate of Overhead Per Gallon (1.a.2 & 2.a.2): \$0.57  
Total Estimated Annual Expenditure: \$30,980.68  
(\* This is the Mont Belvieu Non-TET price on April 24, 2019 as reported by the U.S. Energy Information Administration.)
- The County of Berks reserves the right to extend for two additional one year terms at the unit prices herein, upon mutual agreement of both parties.

- 218.19 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #19-19-GR four (4) contracts for the BCRC Annex Boiler Chiller Replacement Project as identified herein:

**Pagoda Electrical, Inc.**

2003 Freidensburg Road

Reading, PA 19606

Electrical Prime – Base Total Not to Exceed: \$80,072.00

**Bognet, Inc.**

1298 North Church Street

Hazle Township, PA 18202

General Contractor Prime – Total Not to Exceed: \$161,000.00

**Trefz Mechanical, Inc.**

601 Dresher Road, Suite 280

Horsham, PA 19044

HVAC Prime – Total Not to Exceed: \$866,748.00

**Bognet, Inc.**

1298 North Church Street

Hazle Township, PA 18202

Plumbing Prime – Total Not to Exceed: \$119,000.00

- 219.19 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute as a result of Invitation to Bid # 19-13-GW, a three (3) year contract for Gasoline via Fuel Cards to be utilized by the County of Berks as follows:

**Penn Pride, Inc.**

1248 Wayne Street

Reading, PA 19601-1726

Fixed Overhead - \$0.100

**Total Estimated Annual Expenditure: \$202,753.27**

The County of Berks reserves the right to extend for two (2) additional one (1) year terms upon mutual agreement of both parties at the overhead notated herein.

This price reflects the published OPIS price of April 13, 2019 plus the fixed rate of overhead as noted herein. This figure was used to calculate the estimated amount of the contract.

- 220.19 Adopt a resolution authorizing Kevin S. Barnhardt, Vice Chair, to execute the Application for Municipal Recycling Program Performance Grant to Pennsylvania Department of Environmental Protection, Bureau of Waste Management for Calendar Year 2018.

- 221.19 Adopt a resolution authorizing execution of the Grant-In-Aid Agreement for Improvement of Adult Probation Services FY 2019-2020 Continuing Program to the Pennsylvania Board of Probation and Parole in the requested amount of \$4,659,598.
- 222.19 Adopt a resolution authorizing the appointment of Randy L. Heck, Reading, Pennsylvania, to the Reading Regional Airport Authority for a term ending January 31, 2023. This is a replacement for Robert Kline whose term expired January 1, 2018.
- 223.19 Adopt a resolution ratifying, confirming and approving Christian Y. Leinbach, Chair, execution of the University of Cincinnati Research Institute Services Agreement ("UCRI") between UCRI and the County of Berks on behalf of Berks County Adult Probation & Parole ("APO"), to provide one, 5-day training of trainers for up to 12 staff on the Ohio Risk Assessment System (ORAS) training services for APO staff for the period beginning May 1, 2019 through September 1, 2020 at the fixed price amount of \$20,000.
- 224.19 Adopt a resolution authorizing the appointment of Donald R. Snyder, Apprentice Instructor for Plumbers Union Local 690 of Philadelphia and vicinity, to the Berks County Workforce Development Board for a three (3) year term beginning July 1, 2019 to June 30, 2022.
- 225.19 Adopt a resolution authorizing the appointment of Danielle Vanella, Fleetwood, Pennsylvania, to the Berks County Local Emergency Planning Committee effective July 11, 2019.
- 226.19 Adopt a resolution authorizing the appointment of Benjamin James Ross, Reading, Pennsylvania, to the Berks County Local Emergency Planning Committee effective July 11, 2019.
- 227.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Hold Harmless Agreement to Reading Area Community College for use of the Schmidt Training and Technology Center for the first annual Agricultural Education Summit to be held October 14, 2019.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated July 9, 2019. Commissioner Barnhardt reported there are 15 contracts and referenced the departments.

3. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated July 9, 2019 for week ending July 10, 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**

Robert Patrizio reported there will not be a Budget/Operations Meeting this afternoon.

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

No report.

### **COMMISSIONERS' COMMENTS**

#### **Commissioner Barnhardt**

Commissioner Barnhardt reported he will be attending the 150<sup>th</sup> Anniversary Celebration of the Berks History Center tomorrow evening at the Berks History Center.

#### **Commissioner Scott**

No comments.

#### **Commissioner Leinbach**

No comments.

### **ELECTED OFFICIALS' COMMENTS**

No comments.

### **COMMENTS FROM THE FLOOR**

Crystal Kowalski, Wyomissing, Pennsylvania, commented on the constable issue and the cases involving failure to post collateral. Ms. Kowalski also asked the County to provide numbers to Andrew Christy, a lawyer for the ACLU, on a daily basis.

Elizabeth Schmoyer, Heidelberg Township, commented the Commissioners have no obligation to allow ICE agents access to the police data bases regarding immigrant activity; and questioned the \$93,000 paid to a law firm to gather information to sell the Berks Heim.

There being no further business, the meeting adjourned at 10:13 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk