

## **Commissioners' Board Meeting Minutes July 13, 2017**

The Berks County Board of Commissioners met in regular session on Thursday, July 13, 2017, 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 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.

Commissioner Leinbach clarified that the amendment made to the Minutes last week was incorrect, there was no error to the prior week's Minutes, it was a correction to a resolution on the Agenda that was corrected.

### **Approval of Minutes**

The minutes of July 6, 2017 Commissioners' Board Meeting were approved as presented.

### **Agenda Items**

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
  - 196.17 Adopt a resolution authorizing 2017 Budget Transfers in the amount of \$107,620 and 2017 Appropriations in the amount of \$59,734 per listing dated July 10, 2017.
  - 197.17 Adopt a resolution authorizing Human Resources Recommendations per listing dated July 13, 2017 as follows:
    1. Authorize the promotion of Timothy Moore from PC012247 Sergeant to PC010222 Captain – Sheriff's Department, effective 7/12/2017. Rate of \$63,726/annually. Salary range Minimum \$45,724; Midpoint \$60,966; Maximum \$76,207. Replacement for Matthew Mendenhall who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11510.
    2. Authorize the promotion of Timothy Biltcliff from PC010188 Assistant Public Defender IV to PC013258 Supervising Attorney – Public Defender's Office, effective 7/19/2017. Rate of \$74,500/annually. Salary range

Minimum \$58,172; Midpoint \$77,563; Maximum \$96,953. New position created by Salary Board on 6/15/2017. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.

3. Authorize the promotion of Amy Litvinov from PC012762 Assistant Public Defender IV to PC013259 Supervising Attorney – Public Defender's Office, effective 7/19/2017. Rate of \$70,000/annually. Salary range Minimum \$58,172; Midpoint \$77,563; Maximum \$96,953. New position created by Salary Board on 6/15/2017. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
  4. Authorize the transfer of Kaitlin Daley to Certified Legal Intern – District Attorney, effective 8/9/2017. Rate of \$44,500/annually. Replacement for Brain Kulp who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
  5. Authorize 2017 Salary Compression Adjustments as outlined on the attached listing, effective 7/19/2017.
- 198.17 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Parking Facilities Agreement between the Reading Parking Authority and the County of Berks for use of 558 parking spaces for county employees and representatives, at the Poplar and Walnut Parking Garage, Reading, for a two (2) year term ending April 30, 2019.
- 199.17 Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute the Letter of Amendment 2 to the General Reimbursement Agreement for Federal Aid Projects (No. R15050005-2) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Burkey's Bridge Replacement Project, County Bridge 74B, Washington Township. This amendment increases the total project costs to \$1,284,500.00 to incorporate the anticipated costs for Final Design, Utility clearances and Right-of-Way acquisition into the overall Agreement.
- 200.17 Adopt a resolution authorizing execution of Amendment No. 8 to the Agreement between the County of Berks and Community Care Behavioral Health Organization (No. PSA-2863-06) effective July 1, 2017 through June 30, 2019. This Amendment incorporates provisions of Amendments #9 and #10 of the HealthChoices Behavioral Health Agreement.

- 201.17 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Application for Municipal Recycling Program Performance Grant to Pennsylvania Department of Environmental Protection, Bureau of Waste Management for Calendar Year 2016.
- 202.17 Adopt a resolution ratifying, confirming and approving Christian Y. Leinbach, Chair, execution of the County's 2017 Action Plan ("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 Plan.  
Ken Pick, Executive Director of the Berks County Redevelopment Authority, attended the meeting and reported in 2017 the County will be receiving a slight increase in federal funds over 2016 and outlined some of the activities agreed upon by the County.
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 July 11, 2017. Commissioner Leinbach reported there are 11 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated July 11, 2017 for week ending July 12, 2017 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 Grazyna Nykiel, Senior Governmental Accountant.

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

Commissioner Leinbach announced at 2:00 p.m. there will be a non-public informational session regarding Jail construction options.

Mr. Patrizio announced the Budget Meeting will begin at 3:30 and there will be a review of a firm estimate for the Berks Heim Parking Lot Paving Project, and a discussion on an Agreement with the Redevelopment Authority regarding the RACC Science Center project.

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

Ronald R. Seaman announced the Berks County Planning Commission (“Planning Commission”) is in the process of updating the Berks County Comprehensive Plan (“Plan”), and is seeking citizen input for the Plan. Mr. Seaman encouraged the public to visit the Planning Commission’s homepage for more information at [www.countyofberks.com/planning](http://www.countyofberks.com/planning) and to participate in the Plan Survey.

### **COMMISSIONERS' COMMENTS**

Commissioner Barnhardt reported this evening at 7:00 p.m. at the Reading Liederkrantz, he will be attending an Executive Committee Meeting for the Mount Penn Preserve to plot future strategy and planning.

Commissioner Barnhardt announced tomorrow, July 14, 2017 at 10:00 a.m. he will be attending the dedication of the new Portages at Gring’s Mill Park that were constructed by Derek Sadler for his Eagle Scout Project, and in conjunction with Peggy Reed, mother of Sam Reed, who contributes many hours and funds in memory of her son for improvements to the County Park system.

Commissioner Scott commented on the Planning Commission’s survey for the Comprehensive Plan, emphasizing how important the survey can be, by citing the last time a survey taken around 1998, the number one issue identified by the public was the loss of farmland, and as a result, the County decided to float a bond to increase farmland preservation in Berks County.

Commissioner Leinbach reported he also will be attending the dedication of the Portages at Gring’s Mill.

Commissioner Leinbach reported next week he will be attending the Annual NACo Conference in Columbus, Ohio, where such important issues as “Waters of the U.S.”, the Department of Labor’s intent to drop defense of overtime pay rules changes, and the reauthorization of the National Flood Insurance Program; all issues NACo has been actively involved in.

### **COMMENTS FROM THE FLOOR**

None.

There being no further business, the meeting adjourned at 10:20 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk