

Commissioners' Board Meeting Minutes July 25, 2019

The Berks County Board of Commissioners met in regular session on Thursday, August 1, 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 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.

Approval of Minutes

The minutes of July 18, 2019 Commissioners' Board Meeting and July 18, 2019 Budget/Operations Meeting were approved as presented.

Public Comment on Agenda Items

Agenda Items

1. Enactment of County Ordinance:

02-2019 AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF BERKS, PENNSYLVANIA, AUTHORIZING AND DIRECTING INCURRING OF NONELECTORAL DEBT THROUGH THE ISSUANCE OF TWO SERIES OF GENERAL OBLIGATION BONDS OF THE COUNTY IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED FORTY-NINE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$49,500,000) PURSUANT TO THE ACT OF THE GENERAL ASSEMBLY OF THE COMMONWEALTH OF PENNSYLVANIA, KNOWN AS THE LOCAL GOVERNMENT UNIT DEBT ACT, 53 PA.C.S., CHAPTERS 80-82, AS AMENDED (THE "ACT"); WHICH INCLUDE, AMONG OTHER THINGS: (A) THE ADVANCE REFUNDING OF A PORTION OF THE COUNTY'S FEDERALLY TAXABLE GENERAL OBLIGATION BONDS, SERIES A OF 2012; (B) THE CURRENT REFUNDING OF THE COUNTY'S GENERAL OBLIGATION BONDS, SERIES OF 2014; AND (C) the PAYMENT OF THE COSTS AND EXPENSES OF ISSUING the BONDS; SETTING FORTH THE REMAINING REASONABLE ESTIMATED USEFUL LIVES OF THE

CAPITAL PROJECTS THAT ARE TO BE REFINANCED BY THE BONDS; PROVIDING THAT SUCH BONDS, WHEN ISSUED, SHALL CONSTITUTE A GENERAL OBLIGATION OF THE COUNTY; AUTHORIZING SPECIFIED OFFICERS OF THE COUNTY TO CONTRACT WITH THE PAYING AGENT FOR ITS SERVICES IN CONNECTION WITH THE BONDS; SETTING FORTH THE SUBSTANTIAL FORM OF THE BONDS EVIDENCING THE DEBT; AUTHORIZING EXECUTION AND ATTESTATION OF SUCH BONDS; AUTHORIZING AND DIRECTING SPECIFIED OFFICERS OF THE COUNTY TO DO, TO TAKE AND TO PERFORM CERTAIN SPECIFIED, REQUIRED, NECESSARY OR APPROPRIATE ACTS TO EFFECT THE ISSUANCE OF THE BONDS, INCLUDING, WITHOUT LIMITATION, THE PREPARATION, EXECUTION AND FILING OF A DEBT STATEMENT AND BORROWING BASE CERTIFICATE AND THE FILING OF SPECIFIED DOCUMENTS WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, ALL AS REQUIRED BY THE ACT.

Mike Vind, S&Lutions, commented this matter was discussed at last week's Budget/Ops Meeting, and with the favorable market and the County's recent upgrade to a AAA rating, the County has the opportunity to refinance a portion of the 2012 bonds and all 2014 bonds for a net savings of \$1.9 million. For those reasons, it is S&Lutions recommendation the County consider this action.

2. A motion was made by Commissioner Barnhardt to approve the Agenda as presented. Said motion was seconded by Commissioner Scott. Commissioner Leinbach noted a motion was made and seconded and asked if there was any comment.

Commissioner Scott announced he would like to be recorded as a No vote to Item 243.19 and will be supporting the rest of the Agenda.

With the exception of Commissioner Scott's no vote, all voted unanimously to approve the items listed below:

- 239.19 Adopt a resolution authorizing 2019 Budget Transfers in the amount of \$324,299 and 2019 Appropriations in the amount of \$80,083 per listing dated July 25, 2019.
- 240.19 Adopt a resolution authorizing Human Resources Recommendations per listing dated July 25, 2019 as follows:
 1. Authorize the promotion of Kenny Lebron from PC013186 Deputy Director of Veterans Affairs to PC011011 Director of Veterans Affairs – Veterans Affairs Department, effective 7/24/2019. Rate of \$65,000/annually. Salary range Minimum \$50,310; Midpoint \$67,080; Maximum \$83,850. Replacement for Dale Derr who retired. This request meets the criteria of the Hiring Policy. Budget 10000 – 16030.

2. Authorize the appointment of Jason Nauman to PC013186 Deputy Director of Veterans Affairs – Veterans Affairs Department, effective 08/07/19. Rate of \$53,000/annually. Salary range Minimum \$40,749; Midpoint \$54,333; Maximum \$67,916. Replacement for Kenny Lebron who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 16030.
 3. Authorize the promotion of Kelly Haldeman from PC011694 Office Support II - Clerk of Courts Department to PC013317 Human Resources Generalist –Human Resources Department, effective 7/29/2019. Rate of \$42,500/annually. Salary range Minimum \$37,751; Midpoint \$50,334; Maximum \$62,918. Replacement for Kristine Camacho who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
- 241.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the CVS Health Vaccination Program (Caremark) Enrollment Form for 2019-2020, that will allow members of the County's Rx program to get flu vaccinations and other vaccinations covered by the ACA at any CVS pharmacy at no cost to the member. There is no cost to the County to participate except for the standard drug cost.
- 242.19 Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute as a result of Invitation to Bid #19-16-JR, seven (7) contracts for Food Provisions for the Jail System, Berks County Residential Center and Berks Heim for a one (1) year period as follows:

Benjamin Food, LLC

1001 S York Rd
Hatboro, PA 19040

Line Items:

1,2,3,4,5,6,7,9,10,11,12,13,14,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,40,41,42,43,44,45,46,48,49,50,51,52,53,54,55,56,57,58,62,63,64,65,66,67,68,69,70,71,87,88,89,90,92,93,94,95,96,98,99,100,101,102,103,104,105,106,107,108,117,118,119,120,121,122,123,124,125,126,127,130,131, 132,133,134,135,136,137,138,139,140,141,142,143,144,145,146,147,148,149,150,151,152,153,154,155,156,157,158,159,160,161,162,163,164,165,166,167,168,169,170,171,172,173,174,175,176,177,178,179,180,181,182,183,184,185,187,188,189,190,191,192,193,194,195,196,198,199,200,201,202,203, 204,205,206

Estimated Annual Expenditure: \$1,052,571.96

National Food Group dba CSV Sales Inc.

46820 Magellan Dr. Ste A
Novi, MI 48377

Line Items:

8,15,30,32,33,109,110,111,112,113,114,115,116

Estimated Annual Expenditure: \$31,868.52

Bimbo Bakeries USA, Inc.

1 Petra Lane
Albany, NY 12205

Line Items:

1H,2H,3H,4H,30H,31H,3V,4V,13V,14V,18V

Estimated Annual Expenditure: \$154,571.88

Simco Logistics, Inc dba Jack & Jill Ice Cream

101 Commerce Drive
Moorestown, NJ 08057

Line Items: 1I,2I,3I,4I,5I,6I,7I,8I,9I,10I,11I,12I,13I

Estimated Annual Expenditure: \$27,945.63

Imperial Beverage Systems, Inc.

1201 S 20th St
Harrisburg, PA 17104

Line Items: 14B,15B,16B,17B,18B,19B,20B

Estimated Annual Expenditure: \$3,412.93

Reading Coffee Roaster

316 West Main St
Birdsboro, PA 19508

Line Items: 19H,20H,21H

Estimated Annual Expenditure: \$19,966.80

Clover Farms Dairy Co.

PO Box 14627
Reading, PA 19612

Line Items:

26H,27H,40H,41H,42H,43H,44H,45H,66P,67P,68P,69P,70P,71P

Estimated Annual Expenditure: \$15,114.53

The Vendor is required to hold the unit prices above fixed and firm for a period of one six (6) month term and to allow for capped re-determination in pricing for remaining term of the contract resulting in an Agreement for a total of twelve (12) months as detailed in the Invitation to Bid. The County reserves the right to extend the contract for two (2) additional one (1) year terms upon mutual agreement of both parties in accordance with the terms of the contract governing the unit prices.

- 243.19 Adopt a resolution authorizing the award and execution by Christian Y. Leinbach, Chair, of the Proposal Agreement between The Hispanic Approach, Philadelphia, Pennsylvania, to provide website translation services for 100 pages at \$75.00 per page at a not to exceed amount of \$7,500.00.
- 244.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Increase Certificate to Travelers Insurance for the Berk Heim Nursing and Rehabilitation. The increase is due to the total dollar value of the residents' trust accounts exceeding the face value of the insurance certificate beginning April 24, 2019.

- 245.19 Adopt a resolution ratifying, confirming and approving the Director of Emergency Services to execute 9-1-1 Records Agreements between the County of Berks and emergency service providers or entities to clarify responsibilities concerning the retention and release of 9-1-1 records.
- 246.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Agreement for Professional Services between the County of Berks and Carl Engleman, Jr., Esq., Leesport, Pennsylvania, to provide legal services on behalf of the Berks County Assessment Office and Berks County Board of Assessment Appeals for a term effective May 28, 2019 through December 31, 2019, at the bi-weekly rate of \$287.35, not to exceed \$7,471.11 per year.
- 247.19 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a no cost Change Order No. 01 dated July 18, 2019 to the Dynamic Imaging Systems, Inc. Statement of Work that will remove the Pan and Tilt portion that was incorrectly included in the Statement of Work.
3. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated July 23, 2019. Commissioner Leinbach reported there are 19 contracts and referenced the departments.
4. Motion authorizing payments set forth on Controller's Office vouchers payable listing dated July 23, 2019 for week ending July 24, 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. Controller Graffius was absent. The Controller's weekly report was presented by Oliver Arthur, Manager of Auditing.

REPORT OF CHIEF FINANCIAL OFFICER

Robert Patrizio was absent.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman reported the Budget/Ops Meeting begins at 2:00 p.m. and there will a 5 Year Forecast Update and a request by BCPS for additional funding for the 2020 Budget; and there may be an Executive Session held after the meeting.

COMMISSIONERS' COMMENTS**Commissioner Barnhardt**

Commissioner Barnhardt congratulated and commended Kenny Lebron who was promoted to Director of the Veterans Affairs and Jason Nauman, who was hired as Deputy Director.

Commissioner Barnhardt noted the Annual CCAP Comprehensive Behavioral Health Task Force Conference is scheduled October 31, 2019 at the Penn Stater, and will deal with all the elements and components of the criminal justice system.

Commissioner Barnhardt reported he attended the Mt. Penn Preserve Meeting last evening where the topic of safety and security at the Pagoda area was discussed.

Commissioner Barnhardt noted he and Paul Jansen will be meeting with representatives from Schuylkill County tomorrow morning to discuss how our Center for Excellence in Local Government works and collaborates with local municipalities.

Commissioner Scott

Commissioner Scott joined Commissioner Barnhardt in congratulating Kenny Lebron and Jason Nauman. Commissioner Scott commented they both delivered great interviews and performances, and are worthy successors to Dale Derr, who did an outstanding job.

Commissioner Leinbach

Commissioner Leinbach also offered support for the appointment of Kenny Lebron and Jason Nauman, they gave awesome interviews and noted both are veterans and have dealt with and helped many other veterans.

Commissioner Leinbach mentioned last Saturday at Gring's Mill there was a special ceremony and unveiling of a plaque honoring Bill Semmel, a past Director of the Parks and Recreation Department, for being a visionary of our Parks System.

Commissioner Leinbach reported there was an Executive Session held July 17, 2019 dealing with personnel.

ELECTED OFFICIALS' COMMENTS

No comments.

COMMENTS FROM THE FLOOR

Crystal Kowalski, Wyomissing, Pennsylvania, talked about people in jail for failure to post collateral and asked for a daily report from the prison on individuals held solely for failure to post collateral.

There being no further business, the meeting adjourned at 10:24 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk