

Commissioners' Board Meeting Minutes August 15, 2013

The Berks County Board of Commissioners met in regular session on Thursday, August 15, 2013, 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 Assistant County Solicitor Heidi B. Masano, 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 August 8, 2013 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:
 - 238.13 Adopt a resolution authorizing 2013 Budget Transfers in the amount of \$25,916.00 and 2013 Appropriations in the amount of **\$73,755.00** per listing dated August 13, 2013. Commissioner Leinbach stated for the record that the 2013 Appropriations listed this week is a negative amount.
 - 239.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated August 15, 2013 as follows:
 1. Authorize the appointment of Carmen Jewel Bloom to PC010177 Assistant Public Defender I – Public Defender's Office, effective 9/4/13. Rate of \$44,000/annually. Salary budgeted \$47,380. Salary range Minimum \$41,227; Midpoint \$54,969; Maximum \$68,711. Replacement for James Roman who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
 2. Authorize the appointment of Kristin Gumble to PC012945 HR Administrator – Human Resources, effective 8/21/13. Rate of \$44,000/annually. Salary range Minimum \$34,825; Midpoint \$46,434; Maximum \$58,042. New position created by Salary Board on 5/16/13. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
 - 240.13 Adopt a resolution authorizing the recommendation to award and the Director of Contracts & Procurement to execute as a result of Invitation to bid #13-20-JR, Food Provisions, four (4) contracts for a period of six(6) months for the Jail

System and Berks Heim as identified below:

Benjamin Foods, LLC dba Benjamin Foods

1001 S. York Road

Hatboro, PA 19040

Line Items -

4,7,8,9,10,13,17,22,24,27,28,29,30,31,32,35,37,45,46,49,52,55,56,57, 58,
59,63,64,65,69,71,73,75,76,77,79,80,95,96,98,99,100,101,102,107,109,111,
112,114,115,116,117,118,119,121,122,128,129,130,131,132,135,139,140,
145,146,150,153,154,159,160,162,164,167,168,169,170,171,172,174,175,
178,180,181,182,183,184,185,187

Estimated 6 month expenditure: \$434,401.69

Karetas Foods, Inc

1012 Tuckerton Court

Reading, PA 19605

Line items -

1,2,3,5,6,11,12,15,16,18,19,20,21,23,25,26,33,34,40,,47,48,51,53,54,
66, 67,68,70,74,78,82,83,84,85,97,103,105,106,108,110,113,120,123,124,
125,126,127, 133,134,136,137,138,142,143,144,147,148,149,151,
152,156,157,158,161,163,165,173,176,177,179,186,188

Estimated 6 month expenditure \$118,322.19

CSV Sales (National Food Group)

46820 Magellan Dr Ste A

Novi, Mi 48377

Line items - 14,38,39,50,60,61, 81

Estimated 6 month expenditure: \$127,487.46

K. Heeps Inc.

5239 Tilghman Street

Allentown, PA 18104

Line items

1H,2H,3H,8H

Estimated 6 month expenditure \$7,303.48

The County reserves the right to extend the contract for three additional one-month terms upon mutual agreement of both parties at the unit prices herein.

- 241.13 Adopt a resolution authorizing the recommendation to award and the Director of Contracts & Procurement to execute as result of Invitation to bid #13-22-JR, Inmate Clothing, a contract for a period of one (1) year for the participating members of the Southeastern Pennsylvania Counties Cooperative Purchasing Board (SPCCPB) members including Berks County as identified below:

Bob Barker

134 N Main Street

Fuquay-Varina, NC 27526

Line items: 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20

Estimated Annual Expenditure: \$100,397.04

Berks Portion: \$ 28,690.82

The County reserves the right to extend the contract for two additional one-year terms upon mutual agreement of both parties at the unit prices herein.

- 242.13 Adopt a resolution authorizing tax forgiveness of 2011 County taxes, including penalties and interest, for 470 Schuylkill Avenue (15-5307-64-42-6838), Reading, Pennsylvania, owned by Jeannie Alexis, the New Jerusalem Assembly of God Church. Commissioner Leinbach commented that the Board of Commissioners rely on and base their decision to forgive taxes on the recommendation of the Board of Assessments, and stated that the exemption is not based on the ownership but the use of the property.
- 243.13 Adopt a resolution authorizing Fox Rothschild to take all necessary steps to terminate the Leininger lease agreement dated June 7, 2012 as well as all related easements obtained for the initial Cumru Township tower site concerning the Emergency Response Project.
- 244.13 Adopt a resolution authorizing execution of Engineering Services Agreement #EA-148180-13 between the County of Berks and RPA Engineering, Wyomissing, Pennsylvania, to provide engineering and design services to support the *Confined Space Prop Rehabilitation Project* at the Berks County Fire Training Center at the not to exceed amount of \$15,000.00.
- 245.13 Adopt a resolution approving and authorizing execution by Christian Y. Leinbach, Chair, of the Drawings Authorizing Acquisition of Right-of-Way as prepared by professional engineers with TranSystems and Navarro & Wright Consulting Engineers, Inc. pertaining to parcels of land affected by the Buttonwood Street Bridge Rehabilitation Project in the City of Reading and West Reading Borough, Berks County, Pennsylvania.
- 246.13 Adopt a resolution authorizing execution of the Grant Agreement and Memorandum of Grant Agreement between the County Commissioners Association of Pennsylvania (CCAP) and the County of Berks whereby CCAP grants up to 50% of the cost of the renovation and rehabilitation to the Berks Heim facility. Chief Operating Officer Geffken commented that it was brought to the Chief Financial Officer's attention that the Berks Heim needed to expand the services provided for rehabilitation services as this is the direction most rehabilitation centers are heading. Mr. Geffken commented that the County applied for a CCAP (County Commissioners Association of Pennsylvania) Grant and was awarded \$59,000.00 to help pay for the costs of expansion, which are estimated to be \$120,000.00.
- 247.13 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, 2016:

Michael J. Rowley	Laura A. Rader
Stephen P. Borza	Thomas C. McKeon
Robert D. Harrop	Daniel F. Luckey
Peter P. Pellicano	Janell Shaffer-Yoder

It is further authorized to appoint the following new members to the Berks County Workforce Investment Board for a three (3) year term ending June 30, 2016:

Connie Skipper, Program Administrator, Berks County Intermediate Unit
Tom A. Brizek, CEO/President, TAB Industries

It is further resolved to appoint the following persons for one (1) year terms to June 30, 2014 to replace three members who resigned:

Gretchen E. Adams, Director of Talent Acquisition, Reading Health System, replacing Mark Thomas who resigned.

Lewis McCoy, Jr., Director of Human Resources, SSM Group, replacing Patrick McCoy who resigned.

Gregg T. Riefenstahl, Manager of Talent Acquisition, Carpenter Technology Corporation, replacing Janell Harakel who resigned.

- 248.13 Adopt a resolution designating the Director of Facilities and Operations to act as the County's agent for purposes of notifying the Pennsylvania Department of Transportation that the County of Berks concurs to the award of contracts for County bridge projects.
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 August 12, 2013. Commissioner Leinbach commented there are 16 contracts and referenced the departments.
 2. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated August 13, 2013 for week ending August 14, 2013 and the payment of electronic transfers and employee payroll.

Reports

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's report.
2. County Controller Sandy Graffius submitted a prepared weekly Controller's weekly report.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken announced that this weekend the Parks Department will host a Mini-Bean Pot Basket Workshop at the Heritage Center and Let's Dance the Orchestra at Kaercher Creek Park.
2. Robert J. Patrizio reported that at today's Budget Meeting the Commissioners will be discussing an update from Information Systems (IS) on Records Management and in

conjunction with the update, discuss a reorganization plan for IS, and will discuss Utilitech and an opportunity to lock in 2014 electric and natural gas rates.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt provided an update on the Law Enforcement Needs Assessment, commenting the Committee is receiving positive feedback on the satisfaction surveys from municipalities. Commissioner Barnhardt dispelled some misconceptions stating that this is not an attempt by the County to create a County-wide police force and we are not looking at regionalization, but we are looking at what works in the community as far as prevention and enforcement, and where there are gaps to possibly shift dollars in those directions. Commissioner Barnhardt reported he will be in Washington, DC early next week attending the Supreme Council General Session.

Commissioner Scott commented he was contacted by constituent who mentioned there were a number of unclaimed properties published in the newspaper by the State, and the Controller was aware of this unclaimed property. Commissioner Scott stated he prepared a letter for execution by the Board of Commissioners directed to the Pennsylvania Treasury Department, Bureau of Unclaimed Property, authorizing the County Controller to act as the County's agent in executing the necessary claim forms in retrieving County property. A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach, and all voted unanimously to approve said motion.

Commissioner Leinbach had no comments at this time noting there are number of people present to speak on the Kutztown University polling place location. Commissioner Leinbach reminded the audience that the Board of Commissioners is not sitting as the Election Board today and cannot make any decisions.

Citizen Comment From the Floor

Commissioner Leinbach recognized Daniel Sauder, a Wyomissing resident and Committeeman, and Karen Feridun, a Committeewoman in Kutztown, who attended the meeting to address the decision by the Berks County Election Board to move the election precinct at Kutztown University to the Maxatawny Township Municipal Building. Mr. Sauder stated for record that he doesn't feel this action was intentional voter suppression by the Board, however if changes are not made, he feels it will act as such. Mr. Sauder officially requested the County Commissioners to reconsider the polling place decision in Maxatawny 3, and presented a petition to the Commissioners signed by over 200 people, most of whom are Berks County residents and offered numerous statistics in support of keeping the polling place at the University. Ms. Feridun offered her reasons for not agreeing with the move, stating how at past elections voters waiting in long lines were able to wait indoors. Berks County Recorder of Deeds spoke in support of not moving the Polling Place citing population numbers and commented that many students don't have cars and would have difficulty getting to the Township Building. Mr. Sheeler suggesting the 3rd Precinct be used for the College and the Township polling place for Township residents. Debbie Olivieri, Director of Election Services, provided background information on records she had on the polling locations in Maxatawny Township, citing the number of municipal buildings used as polling places. Ms. Olivieri commented the decision to move the polling place was based on years of receiving voter complaints on the location of the polling place. Commissioner Barnhardt commented that the decision by the Election Board was a sound decision for the most

part, and based his decision on information provided at the time. Commissioner Barnhardt stated that after conversations with poll workers on their experiences on Election Day will advocate at the next Election Board Meeting to divide or split the polls. Commissioner Leinbach commented that his decision to move the polling place was based partially on conversations with poll workers, the fact that students vote in large numbers only at the Presidential Election, and State law requires that precincts have not more than 1,200 voters. Commissioner Scott commented that he has visited both polling places, asked questions of the staff and has reviewed the election data and in his opinion supports the move to the Township Municipal Building. In conclusion, the Board of Commissioners announced there will be an Election Board Meeting Thursday, August 29, 2013 at 11:00 A.M. to further discuss the location of the Maxatawny 3 polling place.

There being no further business, the meeting adjourned at 11:14 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk