

Commissioners' Board Meeting Minutes August 21, 2014

The Berks County Board of Commissioners met in regular session on Thursday, August 21, 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 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.

Commissioner Leinbach announced there were two Executive Sessions; one August 18, 2014 dealing with litigation and August 19, 2014 regarding personnel matters.

Approval of Minutes

The minutes of August 14, 2014 Commissioners' Board Meeting were approved as presented.

Agenda Items

1. A motion was made by Commissioner Scott to approve the Agenda as presented, but also supplemented by requesting the Board add and approve Resolution No. 248.14 authorizing the Solicitor to execute a letter of agreement with Connor O'Brien, P.C. Said motion was seconded by Commissioner Barnhardt and all voted unanimously to approve the items listed below including Resolution No. 248.14:
 - 242.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$3,951,746.00 and 2014 Appropriations in the amount of \$280,382.00 per listing dated August 15, 2014.
 - 243.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated August 21, 2014 as follows:
 1. Authorize the appointment of Stephanie Smith to PC010905 Deputy Warden of Treatment – Jail System, effective 9/24/2014. Rate of \$65,000/annually. Salary budgeted \$66,728/annually. Salary range Minimum \$54,689; Midpoint \$72,918; Maximum \$91,148. Replacement for Kimberly Bergen who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.

2. Authorize the promotion of Jeffrey Smith from PC011286 Lieutenant to PC010250 Chief Deputy Warden – Jail System, effective 8/27/2014. Rate of \$72,000/annually. Salary budgeted \$80,700/annually. Salary range Minimum \$58,186; Midpoint \$77,582; Maximum \$96,977. Replacement for Janine Quigley who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
 3. Authorize the promotion of Barbara Kane from PC010216 Business Manager to PC010904 Deputy Warden of Operations – Jail System, effective 8/27/2014. Rate of \$65,000/annually. Salary budgeted \$66,752/annually. Salary range Minimum \$53,170; Midpoint \$70,893; Maximum \$88,616. Replacement for Ann Brown who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
 4. Authorize the transfer of Franco Tassone from PC012263 Sergeant to PC011238 Kitchen Supervisor – Jail System, effective 8/27/2014. Rate of \$59,719/annually. Salary budgeted \$57,922/annually. Salary range Minimum \$42,110; Midpoint \$56,146; Maximum \$70,183. Replacement for Michelle Svenson who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
- 244.14 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Right-of-Way Clearance Certification as drafted by the PA Department of Transportation on behalf of the Owner as it pertains to the Buttonwood Street Bridge Rehabilitation Project. This Clearance Certification confirms that all necessary rights-of-way have been fully acquired and that the right to occupy and to use all rights-of-way required for the proper execution of the project has been acquired.
- 245.14 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #14-21-MB, a contract for the Installation of Standby Power for Berks Heim as follows:
- Pagoda Electrical, Inc.**
2003 Friedensburg Road
Reading, PA 19606
Electrical Construction Base Bid Total: \$189,200.00
Commissioner Leinbach commented that this work is a result of last years' power outages and inadequacies at the North

Campus and addresses those issues.

- 246.14 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as result to Invitation to Bid #14-19-MB a contract for the Heim Annex Make-Up Air Systems as identified herein:
- Uhrig Construction Inc.**
1700 N 5th Street
Reading, PA 19601
General Construction Total: \$ 89,600.00
- Pagoda Electrical Inc.**
2003 Friedensburg Road
Reading, PA 19606
Electrical Construction Total: \$55,743.00
- Spotts Brothers Inc.**
42 Berger St
Schuylkill Haven, PA 17972
Mechanical Construction Total: \$211,120.00
- 247.14 Adopt a resolution authorizing and delegating Tami S. Hildebrand, Executive Director of the Berks County Agricultural Land Preservation Board, and Heidi B. Masano, Esq., Berks County Special Assistant County Solicitor, to execute documents in accordance with pending new cooperative Agreements with the United States of America, Commodity Credit Corporation acting through the Natural Resources Conservation Service for the implementation of the USDA Farm and Ranchlands Protection Program (FRPP) and USDA Agricultural Conservation Easement Program-Agricultural Land Easement (ACEP-ALE). Heidi Masano commented that this action reauthorizes signatory authority for Agreements of Sale where federal funds are used for Agricultural Land Preservation settlements.
- 248.14 Adopt a resolution authorizing Alan S. Miller, Esq., County Solicitor, to execute the letter agreement dated August 20, 2014 authorizing Conrad O'Brien, P.C. to represent the County of Berks in such legal matters as the Commissioners may from time to time direct.
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 19, 2014. Commissioner Leinbach reported there were 12 contracts and referenced the departments.

3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated August 19, 2014 for week ending August 20, 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. Commissioner Leinbach asked Mr. Adams how the County stands on tax revenue compared to this time last year. Mr. Adams reported it's about the same and it's where we should be.
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 reported that the kickoff meeting with the Contractor for the design and renovation of the elevator is scheduled next week.
2. Robert J. Patrizio commented the Commissioners will be receiving an update on the overtime policy, an update on the Annex base bid and a discussion regarding County Bridge and Parks assets.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt thanked his colleagues for supporting the appointments of the deputy wardens which now completes the command staff at the Jail. Commissioner Barnhardt thanked Liam Migdail-Smith for the article on the Reporter's Notebook regarding the naming of the transit agency. Commissioner Barnhardt reported there have been 10 submissions to day.

Commissioner Scott had no additional comments.

Commissioner Leinbach had no additional comments.

COMMENTS FROM THE FLOOR

William Murray, a Wyomissing resident, attended the meeting and provided additional comments regarding the Wyomissing Square LERTA. Mr. Murray again asked the Board of Commissioners to consider supporting sending a letter to the Assessment Board. The Commissioners advised Mr. Murray that this matter is before the Assessment Appeals Board and it is up to the Assessment Board, who is in the unique position to determine whether the LERTA is intact or not intact. The Commissioners commented the County is also in a unique position, as county commissioners are barred by law by interfering with decisions of assessment appeals boards. The Commissioners commented they are waiting for a decision from the Assessment Appeals Board and will not make any decision or comment until that time.

There being no further business, the meeting adjourned at 10:31 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk