

Commissioners' Board Meeting Minutes September 4, 2014

The Berks County Board of Commissioners met in regular session on Thursday, September 4, 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 First Assistant Solicitor Christine M. Sadler and Chief Clerk Maryjo Gibson.

Commissioner Leinbach opened the meeting with a moment of silence and Pledge of Allegiance to the Flag.

Presentation

George Vogel, Executive Director of Berks County Council on Chemical Abuse, Drew Eisenhower, and members of the recovering community attended the meeting to celebrate National Recovery Month event, which is recognized during the month of September. Mr. Vogel commented this event puts a face on recovery. Mr. Eisenhower commented addiction impacts all of us and has no boundaries. Several individuals who are residents of Easy Does It, Inc. and YMCA Bridge Housing shared their recovery stories and thanked the Commissioners for their support in funding the programs that led to their recovery. Mr. Eisenhower announced 3 fundraising events coming up is the 6th Annual Recovery Walk held at Penn State Berks Campus, the Recovery Fest featuring various speakers will be held Saturday at Easy Does It, and September 20th is Soberstock, a free event held at Easy Does It. Mr. Vogel thanked the Commissioners for their commitment to opening Camp Joy and anticipates the facility will be open by the end of the month. Mr. Vogel commented this will relieve the waiting lists.

Commissioner Leinbach announced there was an Executive Session held September 28, 2014 regarding a personnel issue.

Approval of Minutes

The minutes of August 28, 2014 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:
 - 257.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$395,287.00 and 2014 Appropriations in the amount of \$535,931.00 per listing dated August 29, 2014.

- 258.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated September 4, 2014 as follows:
1. Authorize the appointment of Kristen Ketch to PC010061 Administrative Floater – Court Administration, effective 9/24/2014. Rate of \$28,500/annually. Salary budgeted \$38,599/annually. Salary range Minimum \$26,924; Midpoint \$35,899; Maximum \$44,874. Replacement for Nancy Mackay who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
 2. Authorize the appointment of Betsy Kartsotis to PC012946 Administrative Assistant – Human Resources, effective 9/10/2014. Rate of \$40,000/annually. Salary budgeted \$42,514/annually. Salary range Minimum \$31,108; Midpoint \$41,447; Maximum \$51,847. Replacement for Lisa Zelko who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11410.
- 259.14 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the revised Agreement to Participate in the Unemployment Compensation Program of the County Commissioners Association of Pennsylvania (CCAP) Unemployment Compensation Trust between CCAP and the County of Berks. Said Agreement reflects changes to the Trust Agreement/By-Laws of the Board's decision to offer remuneration for UC claims that involve litigation beyond the administrative hearing level.
- 260.14 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as result of Invitation to Bid #14-20-MB a contract for the Berks County Services Annex Exterior Renovations & Reroofing as identified herein:
- General Construction -
Spotts Brothers
42 Berger Street
Schuylkill Haven, PA 17972
General Construction Base Bid: \$219,000.00
-Alternate G-1: Add \$5,214.00 - Building C northeast corner garage door infill
-Alternate G-2: Add \$9,775.00 – Remove and re-install Building B south side terrace pavers
-Alternate G-3: Add \$10,350.00 – Replace Building B south terrace wall brick below top 4 courses

-Alternate G-4: Add \$25,300.00 – Install brick sealer at Building B, C and balance of Building A

General Construction Total: \$269,639.00

Roofing Construction -

TGW Corporation

50 Spruce Street

Pine Grove, PA 17963

Roofing Construction Base Bid: \$697,000.00

-Alternate R-1: Add \$10,000.00 - install stainless steel copings

Roofing Construction Total: \$707,000.00

Commissioner Leinbach clarified this work is for the Berks County Family/Residential facility.

- 261.14 Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute a contract as a result of Request for Proposal 14-25-KL, Network and Fiber Services, for a ten year term as follows:

Maw Communications Inc.

PO Box 978

Reading, PA 19601

-Dual fiber circuit from Services Center to North Campus - \$2,461 per month

-Dual fiber circuit from Services Center to DLT - \$1,706 per month

-Dual fiber circuit from Direct Link/DLT to Coroner/Archives -\$544 per month

-Dual fiber circuit from Direct Link/DLT to North Campus - \$791 per month

-100 Mbps KINBER internet - \$467 per month

-100 Mbps Enterprise class Internet - \$1,177 per month

Total Monthly Reoccurring Charge \$7,146*

Total per Year \$85,752

*The County is subject to additional charges from the Regulatory Cost Recovery Fee and Universal Service Fee.

- 262.14 Adopt a resolution authorizing the award and Director of Contracts & Procurement to execute a contract as a result of Invitation to Bid #14-28-MB, Emergency Bridge Repair: Equipment Rental, Material and Labor as follows:

DESCCO Design & Construction Inc.

1 Willow Street Industrial Park

Fleetwood, PA 19522

Coarse Aggregate \$2,741.00

Cement Aggregate \$2,945.00

Steel Material	\$5,985.00
Landscape Material	\$2,370.00
Lumber Material	\$2,195.00
Equipment Rental	\$26,085.00
Labor	\$29,940.00

Estimated Grand Total \$72,261.00

This Contract will be utilized to address repairs needed when PennDOT identifies deficiencies upon inspection of a County bridge. Any major/significant repairs will be done via an ITB for a specific bridge.

- 263.14 Adopt a resolution authorizing award and the Director of Contracts and Procurement to execute, as a result of ITB# 14-26-LE, an eighteen (18) month contract for pest control services for the County of Berks facilities as follows:

Tri-County Termite & Pest Control, Inc.
189 Delaware Avenue
Carney's Point, NJ 08069

Total Annual Expenditure \$10,330.00

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.

- 264.14 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to send letters requesting that the PA Department of Transportation manage the following Federally-funded, bridge-related capital projects on behalf of the County of Berks:

- Peach Street Bridge, County Bridge 10B, Kutztown Borough, Full Replacement
- Hartz Mill Bridge, County Bridge 38A, Caernarvon Township, Superstructure Replacement with Substructure Repairs as necessary
- Fishers Mill Bridge, County Bridge 34A, Amity Township, Superstructure Replacement with Substructure Repairs as necessary
- County Line Road a/k/a Burkey's Bridge, County Bridge 74B, Washington Township, Full Replacement

Following PennDOT's Publication 740 process, Chapter 3, Option A, Alternative 2, these letters begin a process by which PennDOT's Consultant Project Managers will manage the administrative and day-to-day duties on these projects in an effort to more efficiently streamline this process. The County will remain involved throughout the project development and will contribute 5% of the costs for design, engineering, permitting, clearances and construction with the balance of funding for the projects being split 80% Federal, 15% State.

- 265.14 Adopt a resolution approving the revised Drawings Authorizing Acquisition of Right-of-Way as prepared by professional engineers with TranSystems and Navarro & Wright Consulting Engineers, Inc. and pertaining to parcels of land affected by the Buttonwood Street Bridge Rehabilitation Project in the City of Reading and West Reading Borough, Berks County, PA. The revisions update the limits of Right Of Ways associated with the parcel owned and operated by the Norfolk Southern Railroad Company.
- 266.14 Adopt a resolution authorizing execution of the annual grant application for Victim/Witness Services (State RASA #25571) (District Attorney's Office) to the Pennsylvania Commission on Crime and Delinquency (PCCD) in the amount of \$289,075.00 to provide services to all victims of crime as mandated by the Victims' Bill of Rights and the Consolidated Victim Service Program Standards. This grant is 100% funded by the State.
- 267.14 Adopt a resolution authorizing execution of the annual grant application for Victim/Witness Services (State RASA #25571) (District Attorney's Office) to the Pennsylvania Commission on Crime and Delinquency (PCCD) in the amount of \$289,075.00 to provide services to all victims of crime as mandated by the Victims' Bill of Rights and the Consolidated Victim Service Program Standards. This grant is 100% funded by the State.
- 268.14 Adopt a resolution authorizing execution of Change Order No. 011 to the Motorola Solutions contract in the amount of \$63,116.66 in regard to the Berks County Public Safety Radio Network. This Change Order adds system configuration changes and includes removal of existing cables at the Mt. Penn and West Penn Shelter site.
- 269.14 Adopt a resolution authorizes Christian Y. Leinbach, Commissioner Chair, to execute the final report for the Berks County Medical Assistance Transportation Program (MATP) for fiscal year 2013-2014.
- 270.14 Adopt a resolution authorizing execution of the Lease Extension Agreement between the County of Berks and the Berks County Industrial Development Authority for office space located on the 14th Floor of the Berks County Services Center for an additional five (5) year period at \$583.33 per month.
- 271.14 Adopt a resolution authorizing execution of Amendment No. 1 to the Engineering Services Agreement with O & S Associates, Blue Bell, Pennsylvania to provide a Courthouse Exterior Wall Assessment & Program Peer Review at a not to exceed amount of \$10,000.00.

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 September 2, 2014. Commissioner Leinbach reported there are 9 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated September 2, 2014 for week ending September 3, 2014; and for the week ending September 10, 2014, due to fact that the Commissioners' Meeting scheduled September 11, 2014 has been cancelled due to lack of a quorum, 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.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken was on vacation.
2. Robert J. Patrizio reported Michael Vind, the County financial consultant, will present information on debt service savings opportunities and a discussion on the preliminary 2015-2019 Capital Plan Update

COMMISSIONERS' COMMENTS

Commissioner Barnhardt commented that on Tuesday evening he had the pleasure of attending Ed McCann's Retirement Dinner, and after 40 years of service it's sad to see him go, but added that WIB (Workforce Investment Board) has found the right person to replace him in Dan Fogarty.

Commissioner Scott concurred with Commissioner Barnhardt and commented he was very impressed with Mr. Fogarty.

Commissioner Leinbach commented he will be meeting with Mr. Fogarty shortly.

There being no further business, the meeting adjourned at 11:08 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk