

Commissioners' Board Meeting Minutes September 21, 2017

The Berks County Board of Commissioners met in regular session on Thursday, September 21, 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 in attendance. Commissioner Scott was absent. 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.

Presentation

Commissioner Leinbach recognized George Vogel, Executive Director of Berks County Council on Chemical Abuse ("COCA"), announcing Mr. Vogel is days away from retirement, having served COCA since the early 1970s. Mr. Vogel thanked the Commissioners for again recognizing National Recovery Month, as it's always a pleasure to bring the voices and faces of those going through recovery.

Mr. Vogel introduced Stanley J. Papademetriou, Drug & Alcohol Assistant Administrator at COCA, who will be taking his place as Executive Director, and who has been with COCA for over thirty (30) years. Mr. Vogel reported the COCA Board did interview outside of Berks, but Stan was clearly the most qualified person to fill the position and understands the nature and mission of COCA.

Mr. Papademetriou thanked the Board, and is excited and honored to take on this new role, and to serve and help others get out of dependency and into treatment and recovery. Mr. Papademetriou commented George has laid a great foundation.

Yvonne Strohman, Drug & Alcohol Program Representative, was introduced and shared she has been in recovery for 27 years and it wouldn't have been possible without the financial assistance of the County.

Also present to share their recovery stories were Lisa Fuller, Case Manager for Berks Counseling Center; Jessica Rissel; Jamie Geise, Housing Director at the YMCA; Russell from Camp Joy; Keith Stoudt, Executive Director of Easy Does It; Jessica from New Jersey; Erin and Pastor Tom Scornavacchi.

Approval of Minutes

The minutes of September 7, 2017 Commissioners' Board Meeting were approved as presented.

Agenda Items

1. The Commissioners recognized Peter Edelman, Esq., Bond Counsel for the Yocum Institute. Mr. Edelman attended the meeting for approval of a bond issue in connection with the financing of a construction and renovation project for a new center for the Yocum Institute. Mr. Edelman commented the financing is being handled by Fulton Bank on a tax exempt basis, and is standard approval that is required by the Internal Revenue Service.
A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach, and all voted unanimously to approve the following Resolution:

258.17 Adopt a resolution approving the financing by the Maxatawny Township Municipal Authority of a project for the Yocum Institute for Arts Education, Inc., a not-for-profit corporation and charitable organization (“Institute”) of two (2) series tax-exempt Revenue Notes in an amount not to exceed \$3,000,000 to be used to finance construction and renovation of a new center for the Institute’s arts education, creative performance and teaching programs, as required by Section 147(f) of the IRS Code.

2. A motion was made then by Commissioner Barnhardt to approve the balance of the Agenda as presented, including Contract Agreements and the Controller’s Office vouchers listing. The motion was seconded by Commissioner Leinbach, and all voted unanimously to approve the items listed below:

259.17 Adopt a resolution authorizing 2017 Budget Transfers in the amount of \$382,256 per listing dated September 18, 2017.

260.17 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Self-Insurance Application Certify and Attestation document for the County’s Workers’ Compensation Renewal Application.

261.17 Adopt a resolution authorizing Human Resources Recommendations per listing dated September 21, 2017 as follows:

1. Authorize the promotion of Jaime Martin from PC011100 Fiscal Operations Manager – Domestic Relations to PC010216 Business Manager – Jail System, effective 9/20/2017. Rate of \$52,000/annually. Salary range Minimum \$42,717; Midpoint \$56,957; Maximum \$71,196. Replacement for Levan Hoover who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 12090.
2. Authorize the promotion of Margret McCallum from PC012782 Assistant District Attorney IV to Supervising

- Attorney – District Attorney's Office, effective 9/21/2017. Rate of \$69,734/annually. Salary range Minimum \$61,235; Midpoint \$81,647; Maximum \$102,059. New position created by Salary Board on 9/21/2017. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
3. Authorize the promotion of Jason Glessner from PC010157 Assistant District Attorney IV to Supervising Attorney – District Attorney's Office, effective 9/21/2017. Rate of \$74,249/annually. Salary range Minimum \$61,235; Midpoint \$81,647; Maximum \$102,059. New position created by Salary Board on 9/21/2017. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 4. Authorize salary increase for Kenneth Brown, PC010158 Assistant District Attorney IV – District Attorney's Office, effective 9/21/2017. Rate of \$76,207/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. Salary increase is a result of a reorganization and re-distribution of responsibilities within the District Attorney's office. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 5. Authorize salary increase for Justin Bodor, PC012994 Assistant District Attorney IV – District Attorney's Office, effective 9/21/2017. Rate of \$62,912/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. Salary increase is a result of a reorganization and re-distribution of responsibilities within the District Attorney's office. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 6. Authorize salary increase for Jacqueline Hamer Groucut, PC012914 Assistant District Attorney IV – District Attorney's Office, effective 9/21/2017. Rate of \$61,025/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. Salary increase is a result of a reorganization and re-distribution of responsibilities within the District Attorney's office. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 7. Authorize Asa Robbins PC013174 Enterprise Support Technician – Information Systems to work out of classification in the Network Administrator position,

effective 9/27/2017. Rate of \$47,125/annually. Salary range Minimum \$44,292; Midpoint \$59,057; Maximum \$73,821. This working of out classification will cease upon the appointment of a Network Administrator. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.

8. Authorize payment to designated, exempt Management/Confidential staff for on-call coverage and electronic device accessibility during a seven (7) day coverage period. Payment will be \$325/week. Eligible departments are Children and Youth Services, Coroner, Adult Probation, Juvenile Probation, Aging, Emergency Services, Facilities and District Attorney.
- 262.17 Adopt a resolution authorizing Ryan C. Hunter, Director of Facilities & Operations, to electronically execute Engineering Agreement 057390, as drafted by the Pennsylvania Dept. of Transportation, with McCormick Taylor, Inc., 600 Eagleview Boulevard, Exton, PA 119341, required to provide full-time on-site Construction Inspection Services during the replacement of the Schaeffer Road a/k/a Blandon Bridge (County Bridge 53A) spanning the Willow Creek in Maiden creek Township. The total maximum cost of this Agreement shall not exceed \$86,947.50 without prior approval by the County and by the Federal Highway Administration (FHWA), where applicable, in the form of a Supplemental Agreement signed by the County and the Consultant. These services span approx. four (4) months following the issuance of Notice to Proceed and are funded utilizing Federal and State dollars assigned to the project.
- 263.17 Adopt a resolution ratifying, confirming and approving execution of Addendum No. 1 to the Agreement for Engineering/Design Services with RPA Engineering, Inc., Wyomissing, Pennsylvania, for a Project at the Berks County Residential Center and Berks County Library Headquarters Building, to add additional services to perform a load study on electrical service entry to the main switchboard at a not to exceed fee of \$3,570.00.
- 264.17 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Supplemental Engineering Agreement 057388-A, as drafted by the Pennsylvania Department of Transportation, between the County of Berks and P. Joseph Lehman, Inc., Olde Farm Office Centre, PO Box 419, Hollidaysburg, PA 16648 authorizing revisions to certain contract clauses and provisions and establishing the scope and costs associate with “Part 3” to provide Final Design services for the historic Dreibelbis Covered

Wooden Bridge (County Bridge #46B) rehabilitation project in Greenwich Township. All other terms and conditions in the Agreement, unless specifically revised by virtue of this Supplemental Agreement "A" remain in full effect.

- 265.17 Adopt a resolution ratifying, confirming and approving execution of the County Assurance of Financial Commitment and Participation form to the Pennsylvania Department of Human Services, Office of Children, Youth and Families, for the 2018/2019 Budget (2017/2018 implement year).
- 266.17 Adopt a resolution ratifying, confirming and approving execution of the Hold Harmless and Indemnity Agreement between the City of Reading and County of Berks granting access to the City to drill holes and test pits to analyze soil at Stonecliffe Recreation Park, in anticipation of upgrading the City's sewer pump station as required by a U.S. Department of Justice Consent Decree.
- 267.17 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Easement Agreement between the County of Berks and MAW Communications, Inc., ("MAW") Reading, Pennsylvania, that allows MAW a non-exclusive, perpetual easement on, over and through County owned property located at the Berks County Fire Training Center, 895 Morgantown Road, Reading, in connection with the provisions of telecommunications services.
- 268.17 Adopt a resolution authorizing execution of the 3rd Extension to Agreement to Utilize Premises between the County of Berks and the Township of Bern (the "Township") allowing the Township to utilize a portion of the County's Recycling Facility on Hill Top Road, Bern Township, as a compost site. The Agreement is for a three (3) year period effective October 1, 2017.
- 269.17 Adopt a resolution authorizing execution of the Municipal Planning Grant Agreement between the Pennsylvania Department of Environmental Protection (the "DEP") and Berks County to provide financial assistance in the amount of \$53,246 for the Berks County Household Hazardous Waste ("HHW") Education Program.
- 270.17 Adopt a resolution authorizing execution of the Grant Application to the Pennsylvania Commission on Crime and Delinquency for the National Forensic Science Improvement Act, to provide staff accreditation within disciplines that are within Berks County labs scope of accreditation, as well as the continuing accreditation of the lab, in the amount of \$50,727, and is 100% funded.

3. 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 19, 2017. There are 16 contracts.
4. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated September 19, 2017 for week ending September 20, 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 County Controller Sandy Graffius.

REPORT OF CHIEF FINANCIAL OFFICER

Commissioner Leinbach reported for Mr. Patrizio the Budget Meeting will begin at 2:15 p.m. and there will be a follow-up discussion and questions to the Kimball presentation, and a discussion on the 2018 Preliminary Budget.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman congratulated all the individuals in recovery. Mr. Seaman and Solicitor Sadler, charged by the Board to look at alternatives to the potential sale of the Berks Heim, provided a brief update. Mr. Seaman reported that through CCAP, they have reached out to other counties that have or are going through a similar process and are requesting any information or documents they may have. Mr. Seaman reported they have received a number of responses, and have also been contacted by a number of individuals who would be willing to serve as brokers. Mr. Seaman reported they have a meeting on Monday with one individual. Ms. Sadler commented this issue is far too important to the Board, the community and the staff and is not married to any time frame. Ms. Sadler stated she and Ron are working diligently to gather all possible information so the Board can make an informed decision.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Commissioner Barnhardt reported last evening at the SCTA ("South Central Transit Authority") meeting the Board approved a \$.25 ride program for the month of October for BARTA and Red Rose to help increase ridership.

Commissioner Barnhardt reported tomorrow morning is the bi-annual Municipal Officials Breakfast that will be held at the Shartlesville Fire Company.

Commissioner Barnhardt reported Friday afternoon at 3:30 p.m. he will be attending a follow-up meeting for the "This Is Reading" event in the Berks County Services Auditorium.

Commissioner Leinbach

Commissioner Leinbach recognized two guests, Mark Weber, an Alleghenyville poultry farmer, and Elizabeth Peifer, a bookkeeper at the farm. Commissioner Leinbach commented this is a reintroduction of the old farm/city exchange and the Farm/City Banquet is scheduled the end of October through BARN (“Berks Agriculture Resource Network”) and the County’s Department of Agriculture. Commissioner Leinbach mentioned sometime in late October, he and Mary will be spending a day at Mr. Weber’s farm.

Commissioner Leinbach mentioned this weekend is the Oley Valley Fair held at the Oley Valley Fairgrounds and it is major event focused on agriculture.

Commissioner Leinbach mentioned he met yesterday with Pennsylvania Deputy Secretary of Agriculture Strathmire and several representatives from the U.S. Department of Agricultural in the Boyertown area to view the infestation of Spotted Lanternfly. They pose a great danger to orchards, maple and black walnut trees, grapes and hops and other fruit trees. Commissioner Leinbach reported there will be a meeting in Harrisburg on October 18 with the U.S.D.A. to determine how to fight and contain the Spotted Lanternfly.

COMMENTS FROM THE FLOOR

County Controller Graffius announced her office has published and is in the process of distributing the FUFs (“Friendly Understandable Financial Statement”).

Rob Heisler, from Akron, commented on the Jail Privatization and read an excerpt from an article that appeared in the Delaware County News regarding the GEO Group, the management firm for the Delaware County Jail. Mr. Heisler provided a copy of the NRB/USA, Inc. report to the Commissioners.

Crystal Kowalski, Wyomissing, again asked the Commissioners not to privatize the Jail and not sell the Berks Heim.

There being no further business, the meeting adjourned at 11:29 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk