

Commissioners' Board Meeting Minutes October 16, 2014

The Berks County Board of Commissioners met in regular session on Thursday, October 16, 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 County Solicitor Christine M. Sadler, 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.

Presentations

1. Colonel (Retired) Wendell L. May, U.S. Army and Senior Army Instructor for the JROTC at Wilson High School, along with Elizabeth Graybill, Berks County Veterans Affairs representative and Cadets Lt. Colonel Jacob Healey, Major Margaret Dziamba and Captain Kayleigh Lanphar from the JROTC at Wilson High School attended the meeting to provide information and a power point program on the annual Veteran's Appreciation Dinner Dance held November 8, 2014 at Wilson Senior High School. Ms. Dziamba, a Senior and four year volunteer commented all proceeds from the event benefit Veterans Making a Difference. Ms. Lanphar, Operations Officer, in her second year, stated it takes about 4,000 man hours to prepare for and host the Dance. Mr. Healey shared his personal experiences with the Veterans Dance, stating he is amazed with all the comments he receives from the Veterans, who told him this is one of the most positive and appreciative events they've experienced. Colonel May commented last year's attendance was between 900 and 1000 people, and this year veterans from Lebanon, Coatesville and Spring City Veterans associations and homes are invited. Colonel May commented preparations for the Dinner Dance start the beginning of April, and starting in September, the Cadets and Committee meet every week. Colonel May commented that Veterans Making a Difference is an organization rooted in Berks County who spend countless hours assisting veterans, and this year some of the proceeds will be used to purchase a generator for stand downs where they feed and clothe veterans. Colonel May acknowledged and thanked Liz and Doug Graybill, who put a lot of time in feeding and aiding Berks County veterans.
2. Paul G. Janssen, Director of Center for Excellence in Local Government at Albright College, commented he was asked to organize a planning session about major gas lines, pointing out that Berks, Lehigh and Northampton counties stand in the crossroads of what is happening in Pennsylvania with natural gas. Mr. Janssen provided a power point presentation on the concept of local/county cooperation in responding to existing and new pipeline expansions and new lines.

Mr. Janssen commented the Center assembled a team of individuals representing all walks of municipal and county governments. Mr. Janssen commented the group will look at regulations on how to properly plan how the County will handle expansion of existing and location of new pipelines, as well as having a say where the pipelines will go. Mr. Janssen commented the team or committee would like to sit down with the pipeline companies so everyone is on the same page when it comes to where to place a pipeline.

Approval of Minutes

The minutes of October 2, 2014 Commissioners' Board Meeting were approved as presented.

Commissioners Leinbach announced there was an Execution Session held October 2, 2014 to discuss litigation.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
 - 313.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$290,066.00 and 2014 Appropriations in the amount of \$870.00 per listing dated October 10, 2014.
 - 314.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated October 16, 2014 as follows:
 1. Authorize the appointment of Harminda Morales to PC010177 Assistant Public Defender II, effective 11/5/2014. Rate of \$46,000/annually. Salary range Minimum \$44,486; Midpoint \$59,314; Maximum \$74,143. Replacement for Brandon Pack who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
 2. Authorize the appointment of Rachel Keung to Assistant Public Defender I, effective 11/19/2014. Rate of \$44,000/annually. Salary range Minimum \$41,227; Midpoint \$54,969; Maximum \$68,711. Replacement for Melissa Bleacher who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
 3. Authorize a salary increase for Omayra Sanchez Martinez PC010249 Chief Deputy Treasurer – Treasurer's Office, effective 9/24/2014. Rate of \$60,000/annually. Salary range Minimum \$46,316; Midpoint \$61,755; Maximum \$77,194. Salary increase is a result of a WMS re-evaluation of the Chief Deputy Treasurer position approved by Salary Board on

9/18/2014. This request meets the criteria of the Hiring Policy. Budget 10000 – 11090.

4. Authorize a salary increase for Stacy Phile PC012648 Director of Tax Claim – Tax Claim, effective 9/24/2014. Rate of \$62,000/annually. Salary range Minimum \$45,935; Midpoint \$61,246; Maximum \$76,558. Salary increase is a result of a WMS re-evaluation of the Director of Tax Claim position approved by Salary Board on 9/18/2014. This request meets the criteria of the Hiring Policy. Budget 10000 – 11110.

- 315.14 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, three contracts as a result of ITB# 14-30-JRPB, Food Provisions for a period of six (6) months for the Jail System as identified herein:

Benjamin Foods
1001 South York Road
Hatboro, PA 19070

Line Items-

1,3,7,8,12,14,15,17,19,20,23,28,30,31,32,33,35,37,39,40,41,42,44,45,47
49,51,52,53,56,57,58,59,63,67,70,71,72,74,76,78,81,82,83,84,86,87,88,
92,93,94,96,97,98,100,101,104,105,106,107,108,111,112,113,114,115,1
16,117,118,122,124,125,127,128,130,131,133,134,136,139,140,141,142
144,145,146,147,150,151,153,155,156,157,159,161,163,166,167,168,
169,170,171,172,173

Estimated Six Month Expenditure \$ 266,849.79

Karetas Foods Inc
1012 Tuckerton Court
Reading, PA 19605

Line Items –

2,5,6,9,10,11,13,16,18,21,22,24,25,26,29,34,36,38,43,46,48,50,60,62,64
65,66,69,73,75,79,80,85,89,91,95,99,102,103,109,110,119,120,121,123,
129,132,135,137,138,143,148,149,154,158,162,164,165,174,175

Estimated Six Month Expenditure \$155,669.41

CSV Sales
46820 Magellan Dr Ste A
Novi, MI 48377

Line Items –

54,55,68,77,160

Estimated Six Month Expenditure \$105,104.84

- 316.14 Adopt a resolution authorizing execution of the Second Amendment to the License Agreement between American Towers LLC and the County of Berks for the Union Township Tower Site in regard to the Berks County Public Safety Radio Project.

- 317.14 Adopt a resolution ratifying and confirming execution of Amendment No. 1 to the Agreement between the County of Berks and The Quandt Group, Inc. (Construction Manager) which memorializes that Construction Manager will be paid \$648,000.00 for Basic Services through August 31, 2015 or until Final Completion of the Berks County Jail Infrastructure and Envelope Project. Commissioner Leinbach announced that the amount of \$648,000.00 was incorrect and is being amended to \$600,000.00.
- 318.14 Adopt a resolution authorizing execution of the Agreement for Architectural Services for the renovations to the existing Bingaman Farm House, Angora Fruit Farm on Hill Road, Lower Alsace Township between the County of Berks and Kleckner Laucks Architects, P.C., Shillington, Pennsylvania at a not to exceed amount of \$17,250.00.
- 319.14 Adopt a resolution authorizing the appointment of Carl E. Geffken, Chief Operating Officer, as Interim Executive Director of Berks County Children and Youth Services until a new Executive Director is hired.
- 320.14 Adopt a resolution, that in the absence of the Carl E. Geffken, Interim Executive Director of Berks County Children and Youth Services, Barbara Jakubek, Director of Placement for Berks County Children and Youth Services, is hereby authorized to execute any and all approvals for certifications for subsidized adoptions and subsidized permanent legal custodianships beginning Friday, October 17, 2014 and until a new Executive Director of Berks County Children and Youth Services is hired.
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 October 14, 2014. Commissioner Leinbach reported there are 13 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated October 14, 2014 for week ending October 16, 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.
2. The Controller's weekly report was presented by Deputy Controller Ronald Rutkowski.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken reported he had attended the Children & Youth Services staff meeting this morning which was held in the Auditorium today as it was George Kovarie's last staff meeting, where the staff gave Mr. Kovarie a standing ovation. Mr. Geffken reiterated that George Kovarie is retiring after 31 years of service to the County.
2. Robert J. Patrizio commented there will be a worker's compensation update presented by Mike Malinowski of EH&D, and Mike Vind from S&Lutions will present information on an opportunity for the County to refinance a bond issue and save a considerable amount of money.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt commented this past Tuesday evening the Center for Excellence in Local Government (the "Center") at Albright College celebrated 20 years of outstanding service to the community. Commissioner Barnhardt commented the Center does a phenomenal job, and among others services, provides training for municipal leaders. Commissioner Barnhardt reported that tomorrow morning will be the second of the twice yearly Municipal Breakfasts and will be held at the Kutztown Fire Company.

Commissioner Scott commented on the difference on the impact on the environment of huge pipeline accidents compared with rail line accidents, which are more frequent and create more of a disaster. Commissioner Scott questioned whether the railroad industry will take a hit as happened when coal production decreased.

Commissioner Leinbach read a prepared Press Release regarding how Berks County Department of Emergency Services-911 Communications Center will screen requests for emergency service responses for Ebola virus related calls. Commissioner Leinbach announced the Press Release will be posted on the County home page.

There being no further business, the meeting adjourned at 11:21 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk