

Commissioners' Board Meeting Minutes October 18, 2018

The Berks County Board of Commissioners met in regular session on Thursday, October 18, 2018, at 10:00 A.M. in the Commissioners' Boardroom, 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 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

Dale Derr, Director of Berks County Department of Veterans Affairs, and the Wilson High School JROTC cadets attended the Commissioners' Meeting to present the 2018 Berks County Military Hall of Fame posthumous recommendations to the Board of Commissioners for approval for induction into the Berks County Military Hall of Fame at the 17th Annual Veterans Appreciation Dinner Dance scheduled Saturday, November 10, 2018 at Wilson High School. Mr. Derr reported this year's inductees were nominated by the Berks History Center or the Women Veterans of Berks County.

Mr. Derr presented the following names: Charles Brison, Corporal, U.S. Army; Shipton Grauer, Sergeant, U.S. Army; William Haas, Corporal, U.S. Army; James Smeck, Private First Class, U.S. Army; Daniel R. Smith, Sergeant, U.S. Army; John H. Snyder, First Lieutenant, U.S. Army; Willis P. Snyder, Private, U.S. Army; James Whelan, First Sergeant, U.S. Army; and Marie Hidell, Lieutenant. U.S. Navy Reserve. Mr. Derr mentioned Lieutenant Hidell is Berks County's first woman of the armed forces to be inducted into the Military Hall of Fame. Ms. Hidell was part of the team that aided Dr. Walter Reed in discovery of the insect that carried Yellow Fever.

Mr. Derr announced the POW/MIA Forget Me Nots is the charitable beneficiary this year.

Stephen Walter, Senior Army Instructor at Wilson High School, introduced the following Cadets who presented information on the events occurring at the Veterans Appreciation Dinner Dance; Cadet Lieutenant Colonel Drake Heister, Cadet Major Cameron Marino, Cadet Major Mariah Nieves and Cadet Captain Alexis Lipovski.

Upon conclusion of the presentation, Commissioner Barnhardt respectfully moved to induct the nine individuals into the 2018 Berks County Military Hall of Fame. Said motion was seconded by Commissioner Scott, and all voted unanimously to approve the induction of the nine Berks County men and woman into the Berks County Military Hall of Fame.

Commissioner Leinbach announced there was an Executive Session held yesterday, October 17, 2018 to discuss personnel, contract negotiations and litigation.

Approval of Minutes

The minutes of October 4, 2018 Commissioners' Board Meeting were approved as presented.

Public Comment on Agenda Items

None.

Agenda Items

1. A motion was made by Commissioner Barnhardt to approve the agenda as presented. Said motion was seconded by Commissioner Scott, and all voted unanimously to approve the items listed below:
 - 277.18 Adopt a resolution authorizing 2018 Budget Transfers in the amount of \$1,223,700 and 2018 Appropriations in the amount of \$57,492 per listing dated October 15, 2018.
 - 278.18 Adopt a resolution authorizing Human Resources Recommendations per listing dated October 18, 2018 as follows:
 1. Authorize the appointment of John Hoy to PC013348 Firearms Examiner – District Attorney's Office, effective 10/31/2018. Rate of \$65,000/annually. Salary range Minimum \$44,651; Midpoint \$59,535; Maximum \$74,419. New position created by Salary Board on 9/6/2018. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 2. Authorize the promotion of Scot Boyd from PC013097 Technical Support Administrator to PC013174 Enterprise Support Technician – Information Systems, effective 10/17/2018. Rate of \$46,000/annually. Salary range Minimum \$44,299; Midpoint \$59,057; Maximum \$73,821. Replacement for Asa Robbins who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11700.
 3. Authorize salary adjustments for Law Clerks – Court Administration, per attached listing, effective 10/24/2018. Salary range Minimum \$40,078; Midpoint \$53,438; Maximum \$66,797. The removal of the Divorce decree incentive is the intention behind the adjustments. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.

4. Authorize salary adjustments for Judicial Coordinators – Court Administration, per attached listing, effective 10/24/2018. Salary range Minimum \$31,912; Midpoint \$42,500; Maximum \$53,187. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
 5. Authorize a retroactive salary adjustment per revised salary scale for Devon Schneck, PC011159 Judicial Administrative Assistant – Court Administration. Salary range Minimum \$33,721; Midpoint \$44,961; Maximum \$56,202. This request meets the criteria of the Hiring Policy. Budget 10000 – 11600.
- 279.18 Adopt a resolution appointing Ronald R. Seaman, Chief Administrative Officer, to replace William Dennis, as Trustee for the Berks County Thrift Plan through TransAmerica Retirement Solutions; and further authorizes Mr. Seaman to execute the Plan Sponsor Change Form.
- 280.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Client Requirements Documents for the following health care plans administered by the County of Berks for employees:
- County of Berks - HMO 7 Plan 101218
 - County of Berks - PPO 1 Plan 101218
 - County of Berks - PPO 2 Plan 101218
 - County of Berks - PPO 4 Plan 101218
 - County of Berks - PPO 4-P Plan 101218
- This action is required for the prescription drug benefit program to be administered by CVS Caremark™ RX Program.
- 281.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the renewal rates summaries for Capital Blue Cross effective January 1, 2019 through December 31, 2019.
- 282.18 Adopt a resolution authorizing Ryan Hunter, Director of Facilities and Operations, to electronically execute the PennDOT MS-339 Application for County Aid Form (18-06427-001) between the County of Berks and the Borough of West Reading for the demolition and removal of the Borough-owned Parkview Road Bridge. This action formalizes and updates the contribution of County Liquid Fuels Tax Funds being made in the amount of \$373,786.16, which represents the balance of the encumbrance originally made in 2008.

- 283.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Notice of Intent – Requesting HAVA Grant Funds form pursuant to the Consolidated Appropriations Act of 2018, for the purchase or lease of new HAVA-compliant voting systems that are certified in accordance with the Pennsylvania Election Code, and meets current state and federal security and accessibility standards and employ a voter-verifiable paper record.
Commissioner Leinbach commented the voting systems have not yet been certified and no decisions can be made until they are certified. This action today is being taken to be eligible for available funds once certification occurs.
Commissioner Leinbach noted this is another good example of a mandate placed on local governments that is not funded by the State.
- 284.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to the execute the signature page for the Revision of Program Year 2018 for the LWDB/One-Stop Partners Memorandum of Understanding which will expire June 30, 2019.
- 285.18 Adopt a resolution authorizing execution of the U.S. Department of Homeland Security FFY 2018 Emergency Management Performance Grant for a performance period of October 1, 2017 to September 30, 2018 in an amount of \$110,313. This is a 50/50 match that supports the salaries and benefits of the County Emergency Management Coordinator and a planner.
- 286.18 Adopt a resolution ratifying, confirming and approving execution by Christian Y. Leinbach, Chair, of the Agreement between the County of Berks and Keystone Pet Enhanced Therapy Services, Lancaster, Pennsylvania, to provide one or more registered pet therapy teams for interaction with participants at the County's "The Start of Your Story" event to be held at the DoubleTree Hotel October 17, 2018, at no cost to the County.
- 287.18 Adopt a resolution authorizing the acceptance of the proposal letter dated September 25, 2018 from BerryDunn, Portland, Maine, and the Director of Contracts & Procurement to execute a contract to provide RFP development assistance for the Human Resources Management Payroll System Project at the not to exceed amount of \$64,960, subject to final review and approval by the County Solicitor's Office.

- 288.18 Adopt a resolution authorizing the acceptance of the proposal letter dated October 11, 2018 from BerryDunn, Portland, Maine, and the Director of Contracts & Procurement to execute a contract to provide project oversight for the Human Resources Management Payroll System Project at the not to exceed amount of \$99,960, subject to final review and approval by the County Solicitor's Office.
- 289.18 Adopt a resolution authorizing execution of the Memorandum of Understanding between the County of Berks ("County") and Lower Alsace Township ("Township") permitting the Township to use a portion of a parcel of land situated on Hill Road owned by the County for the purpose of a leaf pickup transfer station between October 1 and December 31 of 2018, and each year thereafter unless terminated by either party.
2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated October 16, 2018. Commissioner Leinbach reported there are 8 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated , 2018 for week ending , 2018 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 First Deputy Controller Ronald Rutkowski.

REPORT OF CHIEF FINANCIAL OFFICER

Robert J. Patrizio reported there will be a discussion on a request by Berkshire Baseball who manages the County's recreation fields, and an update on the 2019 Capital Plan.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman announced on Saturday, October 20, 2018 the Berks County Solid Waste Authority will hold a Household Hazardous Waste Disposal event at the Berks County Agricultural Center; and on October 26, 2018 the Berks County Department of Agriculture and Berks Agriculture Resources Network are sponsoring the Bountiful Berks Banquet at the Leesport Farmers' Market.

COMMISSIONERS' COMMENTS**Commissioner Barnhardt**

Commissioner Barnhardt reported he attended a Chiefs of Police Association meeting Tuesday afternoon, and in a continued effort to address opioid addiction, a new collaborative program between Berks County Police Departments and the Council on Chemical Abuse ("COCA") called Blue CARES ("Cops Assisting Recovery Engagement & Support") has been instituted to encourage overdose survivors to engage in appropriate addiction treatments and to inform family members how they can help themselves and the addicted through interaction with COCA and the local police department where the overdose survivor lives.

Commissioner Barnhardt attended a South Central Transit Authority meeting last evening and reported that Governor Wolf signed into law legislation negatively impacting the Medical Assistance Transportation Program ("MATP").

Commissioner Barnhardt commented there was no debate and no discussion on this house bill, and it will significantly increase the cost to the taxpayers to provide nonemergency transportation services, and believes it will prove to be a disaster to people who depend on and use this service.

Commissioner Scott

Commissioner Scott mentioned the article in this morning's newspaper regarding the Reading Regional Airport misquoted him. Commissioner Scott reported where Dan Kelly wrote "he was at a recent meeting of the County Commissioners Association of Pennsylvania", Commissioner Scott reported the meeting he attended was about 15 years ago. Commissioner Scott noted if the property was properly managed he believes the looming debt could be averted, noting the commercial aviation business is a booming business.

Commissioner Leinbach

Commissioner Leinbach commented on the Reading Regional Airport matter, stating the article doesn't fairly represent the Authority. The debt they hold they have held for some time, and believes without that debt, the revenue that is currently being generated is sufficient to cover operating costs. Commissioner Leinbach does not see this as a taxpayer bailout.

Commissioner Leinbach mentioned First Assistant County Solicitor Chad Schnee informed him that both the House and Senate has approved an amendment to the law governing executive sessions by adding a new category that now includes discussions, planning and review concerning emergency preparedness, protection of public safety and security of all property that if disclosed would likely jeopardize or threaten public safety or preparedness or public protection. CCAP has been working on the bill for some time, and it is waiting for the Governor's signature.

ELECTED OFFICIALS' COMMENTS

Berks County Recorder of Deeds Fred Sheeler commented on the recent newspaper article concerning moving two district justice offices into the Courthouse and how that affects his office. Commissioner Leinbach and Mr. Seaman reported that article was wrong, and the latest plan does not impact his office.

COMMENTS FROM THE FLOOR

Crystal Kowalski, Wyomissing, mentioned she was at the Berks Heim property this week and observed many different colored flags.

Commissioner Leinbach informed Ms. Kowalski there is a survey currently being conducted on the location of various underground utilities.

There being no further business, the meeting adjourned at 11:12 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk