

Commissioners' Board Meeting Minutes November 29, 2018

The Berks County Board of Commissioners met in regular session on Thursday, November 29, 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.

Commissioner Leinbach announced there was an Executive Session held yesterday, November 28, 2018 to discuss personnel and litigation.

Approval of Minutes

The minutes of November 15, 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 with a request to comment.
Commissioner Scott announced he would be a no vote to Item 351.18, the appointment of Pamela Shupp to the Berks County Industrial Development Authority ("Authority"). Commissioner Scott stated that although Ms. Shupp is more than qualified, he was concerned that due to Ms. Shupp's position of leadership on the Greater Reading Chamber Alliance and Greater Reading Economic Partnership, her appointment to the Authority and the independence of the Authority could be compromised, and he will reluctantly be a No vote to her appointment.

Commissioner Barnhardt and Commissioner Leinbach both commented they feel Ms. Shupp is more than qualified to serve on the Authority, and will vote Yes to her appointment. Commissioner Leinbach noted that although some members of the Authority felt there might be a conflict, it was Board member Thomas McKeon who recommended Ms. Shupp's name for appointment to the Board.

Seeing no further comments, all voted to approve the Agenda as presented, with the exception of Commissioner Scott's No vote to Item No. 351.18.

- 336.18 Adopt a resolution authorizing 2018 Budget Transfers in the amount of \$201,046 and 2018 Appropriations in the amount of \$203,403 per listing dated November 27, 2018.
- 337.18 Adopt a resolution authorizing Human Resources Recommendations per listing dated November 29, 2018 as follows:
1. Authorize the promotion of Jonn Hollenbach from PC010003 1st Deputy Coroner to PC010243 Chief Deputy – Coroner, effective 12/5/2018. Rate of \$59,909/annually. Salary range Minimum \$46,685; Midpoint \$62,247; Maximum \$77,809. Replacement for Frank Pilat who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11520.
 2. Authorize the promotion of Kurt Katzenmoyer from PC010817 Deputy Investigator to PC010003 1st Deputy Coroner – Coroner, effective 12/5/2018. Rate of \$54,208/annually. Salary range Minimum \$44,460; Midpoint \$59,280; Maximum \$74,099. Replacement for Jonn Hollenbach who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11520.
 3. Authorize the promotion of Malcom Townes from PC013156 Enterprise Support Technician to PC013072 Business Process Analyst – Information Systems, effective 12/5/2018. Rate of \$50,000/annually. Salary range Minimum \$46,991; Midpoint \$62,655; Maximum \$78,319. Replacement for Susan Quinn who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.
 4. Authorize appointment of Pamela Seaman to PC010795 Deputy Administrator - MHDD, effective 12/5/2018. Rate of \$79,358/annually. Salary range Minimum \$58,734; Midpoint \$78,311; Maximum \$97,889. Replacement for Mary Hennigh who separated. This request meets the criteria of the Hiring Policy. Budget 30142 – 25040.
 5. Authorize salary adjustment for Jessica Jones PC010801 Deputy Director – Area Agency on Aging, effective 12/5/2018. Rate of \$72,000/annually. Salary range Minimum \$55,117; Midpoint \$73,489; Maximum

\$91,861. This request meets the criteria of the Hiring Policy. Budget 28100 – 23150.

6. Authorize appointment of Kim Lewis to PC012197 PR/Marketing Coordinator – Parks and Recreation, effective 12/12/2018. Rate of \$14.00/hourly. Replacement for Benjamin Foreman who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 10670.

- 338.18 Adopt a resolution authorizing execution of the Certification Statement and Attestation Statement for the Human Services Block Grant Report for Fiscal Year 2017-2018.
Note: Funding for all programs totaled \$14.3 million, of which \$14.1 million was expended. The County is permitted to carry over into the next fiscal year up to 5% of the state funding. The unexpended funds of \$225,331 from the FY 17/18 grants have been rolled into a retained earnings plan and are expected to be paid out during 18/19.
- 339.18 Adopt a resolution authorizing execution of Engineering Services Agreement No. EA-210910-18 between the County of Berks and McCormick Taylor, Inc., Exton, Pennsylvania, to provide professional engineering services for the superstructure replacement of the Pinnacle View Bridge (County Bridge 32D) carrying Pine Creek Road over Pine Creek in Albany Township at a not to exceed amount of \$233,276.00.
- 340.18 Adopt a resolution authorizing a Final Project Completion Payment to Tulpehocken Township, 22 Rehrersburg Road, P.O. Box 272, Rehrersburg, PA 19550-0272 in the amount of \$3,686.07 as a reimbursement from the County Liquid Fuels Allocation for the Township's engineering studies and expenses associated with the restriction of heavy traffic on Salem Road that would negatively impact the County-owned Weidner's Bridge. This commitment was originally authorized by Resolution 336-17 and has come in less than the \$4,500 originally estimated. The Project is now complete.
- 341.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute a letter to Larson Design Group, Inc., 201 East Oregon Road, Suite 110, Lititz, PA 17543 granting an extension of time for completion of Construction phase services pertaining to the Blandon Bridge (County Bridge #53A) replacement project until April 11, 2019. This extension is intended to allow for time to address any matters related to design as the construction of the replacement bridge is completed. There are no additional costs

associated with this extension of time.

- 342.18 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute First Amendment to the General Reimbursement Agreement for Federal Aid Projects No. 057357 (“A”) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Dreibelbis Station Covered Wooden Bridge Rehabilitation Project, County Bridge 46B, Greenwich & Windsor Townships. This amendment increases the total project costs to \$4,157,140 to update the costs for Construction into the overall Agreement following receipt of public bids.
- 343.18 Adopt a resolution authorizing the reappointment of Ted Bassano, Sinking Spring, Pennsylvania, to the Berks County Redevelopment Authority for a five (5) year term expiring on December 31, 2023.
- 344.18 Adopt a resolution authorizing the reappointment of Wilson Balthaser, Bernville, Pennsylvania, to the Berks County Agricultural Land Preservation Board for a three (3) year term expiring on December 31, 2021.
- 345.18 Adopt a resolution authorizing the appointment of David Phillips, Mohrsville, Pennsylvania, as Chair of the Berks County Agricultural Land Preservation Board for a one (1) year term expiring on December 31, 2019.
- 346.18 Adopt a resolution authorizing the reappointment of James Miller, Hamburg, Pennsylvania, to the Berks County Mental Health and Developmental Disabilities Advisory Board for a three (3) year term expiring on December 31, 2021.
- 347.18 Adopt a resolution authorizing the reappointment of Brian Wlazelek, Blandon, Pennsylvania, to the Berks County Mental Health and Developmental Disabilities Advisory Board for a three (3) year term expiring on December 31, 2021.
- 348.18 Adopt a resolution authorizing the reappointment of Sharon Cameron, Mohrsville, Pennsylvania, to the Reading Public Library Board of Directors for a five (5) year term expiring on December 31, 2023.
- 349.18 Adopt a resolution ratifying, confirming and approving Christine M. Sadler, Berks County Solicitor, execution of the letter agreement with Kroll Cyber Security, LLC, New York, NY, to provide forensic services.

- 350.18 Adopt a resolution authorizing the reappointment of Denise Commings, West Reading, Pennsylvania, to the Berks County Housing Authority for a five (5) year term expiring on December 31, 2023.
- 351.18 Adopt a resolution authorizing the appointment of Pamela Shupp, Birdsboro, Pennsylvania, to the Berks County Industrial Development Authority for a five (5) year term expiring on December 31, 2023.
- 352.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the TextBehind Inmate Mail Screening, Processing and Management System Implementation Agreement between the County of Berks and TextBehind, Inc., Phoenix, Maryland, for the Berks County Jail System's new inmate mailing system for a one (1) year term.
Commissioner Leinbach commented this issue was discussed in the closing session at CCAP and is an important security problem at county jails involving how drugs are brought into jails in various ways through the mail.
- NOTE: Based on a request, Commissioner Leinbach Items 353.18, 354.18 and 355.18 to the beginning of the Agenda as a courtesy and convenience.
Michael Malinowski, Vice President and Branch Manager at EH&D, reported to the Board the County's Workers Compensation is up for another three (3) year renewal and is performing extremely well. Mr. Malinowski stated being self-insured saves the County about \$1.5 million a year.
Mr. Malinowski reported EH&D's costs have not changed and remain flat, PMA has increased 3% and the Stop Loss remains flat.
- 353.18 Adopt a resolution authorizing renewal of the Public Officials Blanket Crime Policy effective January 1, 2019 to January 1, 2020.
- 354.18 Adopt a resolution authorizing Robert Patrizio, Chief Financial Officer to bind the County's Excess Workers Compensation Insurance Policy.
- 355.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the following 2019-2020 PCoRP Renewal documents:
1. PCoRP Risk Control Incentive Program Renewal Report Form.
 2. General Instructions
 3. 2018-2019 PCoRP Renewal Payment Options/Commission Selection.

- 356.18 Adopt a resolution authorizing Eric Weaknecht, Berks County Sheriff, to execute the Law Enforcement Liability Supplemental Application in regard to the 2019-2020 PCoRP Renewal application.
- 357.18 Adopt a resolution authorizing the Chief Clerk to advertise enactment of proposed Berks County Ordinance No. 08-2018 approving the participation in and execution of an Intergovernmental Transfer Agreement between the Pennsylvania Department of Human Services, Office of Long-Term Living (“DHS-OLTL”) and Berks County for intergovernmental transfers of funds to DHS-OLTL in order to provide the non-federal share of Medical Assistance payment to County Nursing Facilities for Fiscal Year 2018-2019.
Commissioner Leinbach commented the County is holding off on signing this Agreement pursuant to discussions with the Office of Long-Term Living.
- 358.18 Adopt a resolution of the Board of County Commissioners appropriating \$20,000 to the Berks County Conservation District (the “District”) to assist the District in publicizing a grant-funded program to help residential Berks County landowners, and if sufficient funding remains, some Berks County farms, with Spotted Lanternfly abatement/destruction.
- 359.18 Adopt a resolution approving the Employee Referral Program Guidelines, subject to final review and approval by the County Solicitor’s Office.
To enhance recruiting efforts, the County is implementing a new program for regular full-time and regular part-time County employees, excluding Berks Heim Administrative/Supervisory positions, County Department Heads, Elected Officials and Human Resources Personnel, for an Employee Referral Bonus Program for the hiring of RNs, LPNs or Nursing Assistants at the Berks Heim.
- 360.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the GIS & Assessment Data Sharing Agreement and Terms with the City of Reading, on behalf of the Reading Fire Department, for use in responding to emergency response calls.
- 361.18 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Mutual Non-Disclosure Agreement between RBA Professional Data Systems, Inc., State College, Pennsylvania, and the County of Berks related to the Project of a Tax Billing and Collection/Tax Claims Software System for the Berks County Treasurer’s Office.

2. Motion authorizing execution of Contract Agreements/Amendments as furnished by the Contract Coordinator per listing dated November 27, 2018. Commissioner Leinbach reported there are 23 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated November 27, 2018 for week ending November 28, 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 Deputy Controller Ronald Rutkowski.

REPORT OF CHIEF FINANCIAL OFFICER

Robert J. Patrizio reported the Budget Meeting will begin at 2:00 p.m. today and there is a follow-up discussion with Enterprise Fleet Management to outsource the County's fleet, and a presentation by Ken Pick, Berks County Industrial Authority, of a proposal for three RACP Grants.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman announced the 2018 Holiday Lights at Gring's Mill will begin December 1 and continue Thursdays through Sundays, to December 30, 2018.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt

Commissioner Barnhardt reported yesterday a team from the County, including Jail and Adult Probation staff, visited the Chester County Prison to observe its WRAP ("Women Re-Entry Assessment Program") for female inmates, noting there are limited numbers of resources available for female inmates. Commissioner Barnhardt is hopeful the Berks County Jail can begin implementing the WRAP program in January 2019. Commissioner Barnhardt reminded the public that this Saturday, December 1, 2018 at the Berks County Agricultural Center, there will be a demonstration and an opportunity to test the two potential voting systems the County is considering implementing. Commissioner Barnhardt mentioned this coming Monday he will attend the CCAP Comprehensive Behavioral Health Task Force in State College dealing with mental health issues in the Criminal Justice System and announced they will have 300 people in attendance that includes 50 out of the 67 counties.

Commissioner Scott

Commissioner Scott mentioned he just recently returned from New England where the news was dominated by the opening of two retail outlets for recreational marijuana, recently licensed by the State of Massachusetts, and it appears to be a national trend noting it won't be long until it becomes legal in Pennsylvania. Commissioner Scott opined as it relates to the suicide and addiction problems we are experiencing, it seems government creates these problems, and then has to address them. Commissioner Scott stated he is opposed to legalization of marijuana and hopes this County and State resist efforts to legalize it.

Commissioner Scott commented on a discussion at a recent Budget Meeting about the LERTA program the County has in place by resolution. Commissioner Scott remarked that seeing how the economy has really changed and improved, unemployment is low and there appears to be a lot of investment along the 78 Corridor, he doesn't see the need to provide this type of tax relief. Commissioner Scott requested an Assistant County Solicitor be assigned to re-examine the need for a LERTA and for the County to take a more aggressive leadership role where LERTAs go.

Commissioner Leinbach

Commissioner Leinbach noted for the record the Board did have an extensive discussion at a Budget/Operations Meeting, and all three Commissioners agreed to look at this LERTA more closely, while still wanting to protect those communities that have challenges.

ELECTED OFFICIALS' COMMENTS

None.

COMMENTS FROM THE FLOOR

Chrystal Kowalski, Wyomissing, commented she is concerned about the Cornell Abraxas Contract on today's Agenda because they are part of the GEO Group.

There being no further business, the meeting adjourned at 11:05 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk