

## **Commissioners' Board Meeting Minutes December 5, 2013**

The Berks County Board of Commissioners met in regular session on Thursday, December 5, 2013, 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 Vice Chair Barnhardt called the meeting to order with Commissioner Scott in attendance. Commissioner Leinbach was attending the NACo conference in Iowa. Also present were Solicitor Alan Miller and Chief Clerk Maryjo Gibson.

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

### **Presentation**

Dan Clouser, President and General Manager of Berkshire Baseball Club, Inc., presented "Keys to the Complex" for the Youth Recreational Facility, North Campus, to Commissioner Barnhardt and Commissioner Scott. Commissioner Barnhardt commented the County and Berkshire Baseball entered into a 20 year Agreement for operation and management of the Recreational Fields in Bern Township. Commissioner Barnhardt stated Mr. Clouser and his organization will be investing millions of dollars in improvements to the facility and have already made tremendous improvements. Mr. Clouser commented the "Keys" were previously presented to Commissioner Leinbach at their Banquet a few weeks ago and thanked the Commissioners for the faith they have in their Organization and their goal is to make County look good. Mr. Clouser explained the biggest improvement will take place in the off season and are improvements to the Charlie Wagner Field, which will be turned into the likeness of Fenway Park and the Green Monster. Mr. Clouser reported the pathways will be extended to the parking lot and the entrance area will be paved with bricks from the engraved bricks campaign of the supporters who made donations.

### **Approval of Minutes**

The minutes of November 21, 2013 Commissioners' Board Meeting were approved as presented.

### **Agenda Items**

1. A motion was made by Commissioner Scott, seconded by Commissioner Barnhardt and all voted unanimously to approve the items listed below:
  - 364.13 Adopt a resolution authorizing 2013 Budget Transfers in the amount of \$494,707.00 and 2013 Appropriations in the amount of \$262,946.00 per listing dated December 2, 2013.

365.13 Adopt a resolution authorizing Human Resources Recommendations per listing dated December 5, 2013 as follows:

1. Authorize the appointment of Patricia Ann Barnes to PC010218 Buyer – Purchasing effective 12/11/13. Rate of \$35,000/annually. This salary shall include Ms. Barnes 2014 annual increase. Salary budgeted \$38,110/annually. Salary range Minimum \$32,443; Midpoint \$43,258; Maximum \$54,072. Replacement for Kim Styer who transferred. This request meets the criteria of the Hiring Policy. Budget 10000 – 11180.
2. Authorize transfer of Lisa Hartline from PC011152 Judicial Coordinator – Court Administration to PC010244 Chief Deputy Orphans Court – Register of Wills, effective 12/16/13. Rate of \$48,750/annually. Salary budgeted \$58,593/annually. Salary range Minimum \$39,451; Midpoint \$52,601; Maximum \$65,752. Replacement for Priscilla Strickler who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11500.
3. Authorize the continued utilization of a temporary agency for a Clerical Support position – Adult Probation Office, effective 1/1/14. Rate not to exceed \$16.50/hr. Position will provide clerical support during an employee's extended leave of absence. Utilization of the temporary agency will cease upon the employee's return from leave of absence. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 12010.
4. Authorize the utilization of a temporary agency for the Human Resources Administrator position – Jail System, effective 12/9/13. Rate not to exceed \$27.00/hr. Utilization of the temporary agency will cease when the Human Resources Administrator position is filled. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 12090.

366.13 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the Application for Group Insurance to The Lincoln National Life Insurance Company, Omaha, Nebraska, for Life Insurance and Long and Short Term Disability Insurance effective January 1, 2014. Arnel Wetzel, Human Resources Director, commented after an evaluation of the current plan a decision was made to switch from Met Life to Lincoln National Life Insurance Company, adding there will be a

considerable savings to the County. Mr. Wetzel stated it will be a three year contract and Lincoln National will hold the rates for the term of the contract.

367.13 Adopt a resolution ratifying, confirming and approving the County Solicitor to advertise proposed Ordinance No. 03-2013 amending the Land Subdivision and Land Development Regulations of the County of Berks. Alan Miller, County Solicitor, commented this is a simple Ordinance which basically allows for the upgrading of fees. Mr. Miller mentioned the Ordinance was last updated in 1990.

368.13 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute letters of extension to the 2003 Disposal Capacity Agreements which extends the term of the Agreement until December 31, 2025, or ten (10) years from the date of adoption of the new revision to the Solid Waste Management Plan, and final approval and acceptance by the Pennsylvania Department of Environmental Protection (DEP) with the following Landfills:

- New Morgan Landfill Company, Inc. wholly owned subsidiary of Browning Ferris, Inc.
- WBLF Acquisition Co., LLC
- Rolling Hills Landfill

Jane Meeks, Solid Waste Director, commented our current Solid Waste Plan expires December 2015. Ms. Meeks commented it is most important to make sure Berks County has capacity for the next 10 years, stating it is a lengthy process to get DEP on board and the 73 municipalities involved in the plan process. Ms. Meeks commented that what we've done was gone to these three existing landfills that we're currently under contract with and extended the Agreements out 10 years, which meets our responsibilities under the Solid Waste Plan.

369.13 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the Berks County Community Foundation Grant Agreement from the Greater Reading Young Professionals Community Engagement Fund in the amount of \$5,575.00.

Robert Williams, Chief Probation Officer, attended the meeting and introduced Jessica Bodor, Assistant Probation Officer, who on her own initiated and wrote the grant. Ms. Bodor explained this grant will help expand the classes already being held and will further assist in the purchase of computers to train adult offenders for the job interview process.

- 370.13 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute Change Order 01-20 to the Contract with Pyramid Network Services, LLC, Glenmont, New York, in the amount of \$29,708.66 for the demolition of an existing tower on the Blue Ridge as required by the Pennsylvania Game Commission to secure the County's lease on Pennsylvania Game Commission property in this area.
- 371.13 Adopt a resolution authorizing Kevin S. Barnhardt, Commissioner Vice Chair, to execute the Agreement between the County of Berks and Watkins Architects Ltd./Synergetics Architects, Fleetwood, Pennsylvania to provide professional services with the completion of design services during bidding and services during construction for the Exterior Renovations and Re-Roofing of the County Services Annex, Leesport, Pennsylvania at a not to exceed cost of \$36,000.00.
- 372.13 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute Engineering Services Agreement #EA-150780 between the County of Berks and Schnabel Dam Engineering, Inc., West Chester, Pennsylvania, to provide inspection services for Antietam Dam, Lower Alsace Township, at a not to exceed cost of \$3,500.00.
- 373.13 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the First Amendment to Agreement of Sale between the Estate of Alan D. Roth and the County of Berks for property situate in Lower Alsace Township, Berks County, which extends the closing date on or before January 31, 2014.
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 December 2, 2013.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated December 3, 2013 for week ending December 4, 2013 and the payment of electronic transfers and employee payroll.

### **Reports**

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's reports.
2. The Controller's weekly reports for the weeks ending November 27, 2013, and December 4, 2013 were presented by County Controller Sandy Graffius.

**REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER**

1. Carl E. Geffken was not in attendance.
2. Robert J. Patrizio was not in attendance. Commissioner Barnhardt reported that an update to the 2014 Budget will be discussed at today's Budget Meeting.

**COMMISSIONERS' COMMENTS**

Commissioner Barnhardt reported extensive renovations have begun at Camp Joy for transitional housing for Council on Chemical Abuse and will take about 5 months to complete. Commissioner Barnhardt commented on Monday evening he and Facilities Director Ryan Hunter went to Greenwich Township to discuss plans for Zettlemoyers Bridge with Township Supervisors with respect to either doing a \$642,000.00 rehabilitation of the Bridge which will give it about another 10 years, or take the money using part of it to demolish the Bridge and giving the difference to the Township to upgrade and improve Long Road. Commissioner Barnhardt commented Tuesday evening was the kick off meeting for Blandon Bridge or Schaeffer's Road Bridge Road in Maiden Creek Township. Commissioner Barnhardt commented once the Bridge is replaced and complete it will be turned over the Maiden Creek Township. Commissioner Barnhardt announced this Friday will begin Holiday Lights at Gring's Mill Park, and lastly, beginning this Saturday at the Scottish Rite Cathedral in West Reading will start the Holiday Happenings.

Commissioner Scott commented on the renewed interest among a few commercial shippers in utilizing the Colebrookdale Railroad line from Pottstown to Boyertown, stating negotiations are underway to formalize some agreements. Commissioner Scott commented that the County's approach on the bridges is similar to the turn back program PennDOT has long done with township roads. Commissioner Scott commented it makes more sense and is better for the township to manage and maintain bridges as only a few residents use the bridges daily.

**COMMENTS FROM THE FLOOR**

Sandra Graffius, County Controller, introduced Maria Rodriguez an Internal Auditor in her office, and announced Ms. Rodriguez received her Certified Fraud Examiner designation.

George Vogel, Executive Director of the Council on Chemical Abuse, announced that tonight Alvernia University will hold a select showing of the movie *The Anonymous People*, which is about the recovery process. Mr. Vogel invited the public to attend.

There being no further business, the meeting adjourned at 10:38 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk