

Commissioners' Board Meeting Minutes December 15, 2016

The Berks County Board of Commissioners met in regular session on Thursday, December 15, 2016, 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 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

Robert Patrizio, Chief Financial Officer, presented the 2017 Berks County Budget for adoption, citing for the consecutive fourth year, recommends adopting the 2017 Budget without a tax increase. Mr. Patrizio commented that since the proposed Budget was put on the table November 17, 2016, his staff has continued to make adjustments and recommendations. Mr. Patrizio provided details of the notable revisions to the 2017 proposed Budget through a PowerPoint program, commenting that the revisions are minor and do not rise to the level of putting the Budget out again for public inspection.

A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott, but before the final vote, the Commissioners tendered their letters of disclosure of conflict of interests to the Chief Clerk, and provided the following brief comments.

Commissioner Scott thanked Mr. Patrizio and his staff for putting together another great fiscally conservative and responsible budget.

Commissioner Barnhardt thanked Mr. Patrizio and his staff for doing a yeoman's job and for department heads and elected officials by keeping the Board on the straight and narrow. Commissioner Barnhardt warned we will be facing some rough waters with increases in inflation, health care costs and difficulties with the State budget process.

Commissioner Leinbach remarked he was disappointed with one decision within the Budget, stating he believes we need armed security guards at the Courthouse and Services Center entrances, and is hopeful there will be no incidents in the future that put our employees and the public at risk.

As there were no further comments from the floor, Commissioner Barnhardt motioned to adopt the 2017 County of Berks Budget, said motion was seconded by Commissioner Scott and all voted unanimously to approve the 2017 Berks County Budget, and further establish the 2017 Real Estate Tax millage at 7.372 mills.

- 371.16 A. Adopt a resolution authorizing adoption of the 2017 County of Berks Budget, and further establishing the 2017 Real Estate Tax millage at 7.372 mills.

Approval of Minutes

The minutes of December 8, 2016 Commissioners' Board Meeting were approved as presented.

Agenda Items

A motion was made by Commissioner Barnhardt to approve the Agenda as amended due to striking item 379-16 from the Agenda. Said motion was seconded by Commissioner Scott and all voted unanimously to accept the amendments to the Agenda and approve the items listed below:

1. Enactment of County Ordinance:

06-2016 AN ORDINANCE OF THE COUNTY OF BERKS, PENNSYLVANIA AUTHORIZING THE COUNTY TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT FOR THE PURPOSE OF PROVIDING MUTUAL AID AMONG THE COUNTY OF BERKS, BOYERTOWN AREA FIRE AND RESCUE, INC. AND SUCH OTHER ENTITIES OR MUNICIPALITIES WHICH PARTNER IN THE FUTURE TO ASSIST FIRST RESPONDERS IN THE MITIGATION OF EMERGENCIES RELATED TO TRENCH AND STRUCTURAL COLLAPSE.

Commissioner Leinbach noted this program was in serious danger of being ended due to lack of a vehicle, but ultimately Penske made a decision to donate a very nice used vehicle that guarantees this program going forward. Commissioner Leinbach thanked Penske for the commitment and stated this program benefits the entire County.

2.

372.16 Adopt a resolution authorizing 2016 Budget Transfers in the amount of \$145,742.00 and 2016 Appropriations in the amount of \$106,741.00 per listing dated December 13, 2016.

373.16 Adopt a resolution authorizing EH&D, Berks County's Insurance Broker, to place coverage for the Public Officials Policy effective January 1, 2017.

374.16 Adopt a resolution authorizing Human Resources Recommendations per listing dated December 15, 2016 as follows:

1. Authorize the appointment of Rachel Silver to Assistant Public Defender I – Public Defender's Office, effective 12/28/2016. Rate of \$46,500/annually. Salary range Minimum \$44,690; Midpoint \$59,587; Maximum \$74,483. Replacement for Brie Halfond who separated. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.

2. Authorize the promotion of Anna Ferguson from PC013020 Assistant Public Defender I to Assistant Public Defender II – Public Defender's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Ms. Ferguson's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
3. Authorize the promotion of Brian McBeth PC010171 Assistant Public Defender I to Assistant Public Defender II – Public Defender's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Mr. McBeth's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
4. Authorize the promotion of Amber Moll from PC010170 Assistant Public Defender I to Assistant Public Defender II – Public Defender's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Ms. Moll's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
5. Authorize the promotion of Meaghan Mahon from PC010174 Assistant Public Defender II to Assistant Public Defender III – Public Defender's Office, effective 1/1/2017. Rate of \$53,500/annually. Salary range Minimum \$53,056; Midpoint \$70,741; Maximum \$88,427. This salary includes Ms. Mahon's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
6. Authorize the promotion of Julianne Danchak from PC010175 Assistant Public Defender II to Assistant Public Defender III – Public Defender's Office, effective 1/1/2017. Rate of \$53,500/annually. Salary range Minimum \$53,056; Midpoint \$70,741; Maximum \$88,427. This salary includes Ms. Danchak's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
7. Authorize the promotion of Stephanie Nocera from PC010173 Assistant Public Defender II to Assistant Public Defender III – Public Defender's Office, effective 1/1/2017.

- Rate of \$53,500/annually. Salary range Minimum \$53,056; Midpoint \$70,741; Maximum \$88,427. This salary includes Ms. Nocera's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
8. Authorize the promotion of Eric Taylor from PC010181 Assistant Public Defender III to Assistant Public Defender IV – Public Defender's Office, effective 1/1/2017. Rate of \$56,500/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This salary includes Mr. Taylor's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.
 9. Authorize the promotion of Alexander Yatron from PC013031 Assistant District Attorney I to Assistant District Attorney II – District Attorney's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Mr. Yatron's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 10. Authorize the promotion of Karissa Rodriguez from PC010141 Assistant District Attorney I to Assistant District Attorney II – District Attorney's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Ms. Rodriguez's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 11. Authorize the promotion of Charles Prutzman from PC010142 Assistant District Attorney I to Assistant District Attorney II – District Attorney's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Mr. Prutzman's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
 12. Authorize the promotion of Jordan Fegley from PC010143 Assistant District Attorney I to Assistant District Attorney II – District Attorney's Office, effective 1/1/2017. Rate of \$48,500/annually. Salary range Minimum \$48,222; Midpoint \$64,297; Maximum \$80,371. This salary includes Mr. Fegley's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.

13. Authorize the promotion of Edriana Symia from PC010144 Assistant District Attorney II to Assistant District Attorney III – District Attorney's Office, effective 1/1/2017. Rate of \$53,500/annually. Salary range Minimum \$53,056; Midpoint \$70,741; Maximum \$88,427. This salary includes Ms. Symia's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
14. Authorize the promotion of Amanda Kosmerl from PC013159 Assistant District Attorney II to Assistant District Attorney III – District Attorney's Office, effective 1/1/2017. Rate of \$53,500/annually. Salary range Minimum \$53,056; Midpoint \$70,741; Maximum \$88,427. This salary includes Ms. Kosmerl's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
15. Authorize the promotion of Daniel Troy from PC010150 Assistant District Attorney III to Assistant District Attorney IV – District Attorney's Office, effective 1/1/2017. Rate of \$56,500/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This salary includes Mr. Troy's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
16. Authorize the promotion of Adam McNaughton from PC010151 Assistant District Attorney III to Assistant District Attorney IV – District Attorney's Office, effective 1/1/2017. Rate of \$56,500/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This salary includes Mr. McNaughton's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
17. Authorize the promotion of Carmen White from PC010152 Assistant District Attorney III to Assistant District Attorney IV – District Attorney's Office, effective 1/1/2017. Rate of \$56,500/annually. Salary range Minimum \$54,395; Midpoint \$72,527; Maximum \$90,659. This salary includes Ms. White's 2017 annual increase. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
18. Authorize the promotion of Trevor Greth from PC012933 Financial Analyst to PC012341 Senior Financial Analyst – Budget Department, effective 1/4/2017. Rate of \$47,000/annually. Salary range Minimum \$43,333;

Midpoint \$57,778; Maximum \$72,222. This request meets the criteria of the Hiring Policy. Budget 10000 – 11400.

19. Authorize approval of the 2017 Management/Confidential annual salary increase of 2.5% per the attached memorandum.

- 375.16 Adopt a resolution authorizing the award and Director of Contracts & Procurement to execute as a result of Invitation to Bid #16-42-KS, two (2), one (1) year contracts for Recycling Services for the County of Berks as follows:

J.P. Mascaro & Sons
2650 Audubon Road
Audubon, PA 19403

Processing and Marketing Recyclables

Item C2 - Mixed Paper revenue of \$25.00 per ton

Item C3 - Cardboard revenue of \$50.00 per ton

Estimated Annual Revenue: \$12,250.00

A.J. Blosenski

1600 Chestnut Tree Road
Honey Brook, PA 19344

Total Estimated Annual Expenditure: \$23,975.00

Comingle- County Recycling Center (Hill Top Road, Bern Township

Item B1 - \$175.00 per pick-up

Estimated Annual Expenditure: \$21,875.00

County Departmental Recycling Program – Jail System

Item E1 - \$175.00 per pick-up

Estimated Annual Expenditure: \$2,100.00

- 376.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the UPMC Health Plan (“UPMC”) application for Berks Heim Nursing and Rehabilitation (“Berks Heim”). As a result of Reading Health System partnering with UPMC, the Berks Heim is renewing efforts to become a provider.
- 377.16 Adopt a resolution authorizing execution of Change Order No. 16 dated November 30, 2016 to Motorola Solutions Contract No. 10-23185/CR in the amount of \$580,209.00. This Change Order represents equipment and service changes and maintenance for ten years out, and adds telephone logging recorders at the backup dispatch site located on the 19th Floor, Berks County Courthouse and is part of the County’s telephone geo-diversification project.

- 378.16 Adopt a resolution authorizing execution of Amendment No. 2 to Agreement No. 164088-14 for Architectural Services for Multi-Projects Renovations to Various Berks County Facilities between the County of Berks and Olsen Design Group Architects, Inc. to provide architectural/engineering services for the renovation of space at 1800 N. 12th Street, Reading for MDJ Office 23-3-09 at a not to exceed amount of \$11,637.00.
- 379.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the Indemnification and Hold Harmless Agreement with BB&T that will allow BB&T to issue Business Debit Card(s) specific to the County of Berks-Hazmat Response Fund subject to final review and approval by the County Solicitor. County Controller Sandy Graffius announced her office was not able to reach an agreement with BB&T and are pulling this item from the Agenda and will be going to another bank for this service.
- 380.16 Adopt a resolution authorizing the appointment of Lee J. Wilder, Blandon, Pennsylvania, to the Berks County Housing Authority to fill the unexpired term of Gwendolyn Didden. This term expires December 31, 2020.
- 381.16 Adopt a resolution authorizing the appointment of Rebecca Ellis, Sinking Spring, Pennsylvania, to the Berks County Parks and Recreation Advisory Board to fill the unexpired term of Daniel Sauder. This term expires March 10, 2018.
- 382.16 Adopt a resolution authorizing the appointment of Timothy J. Steinrock, Sinking Spring, Pennsylvania to the Berks County Housing Authority to fill an unexpired term which will expire on December 31, 2017.
- 383.16 Adopt a resolution amending Resolution No. 368.16 to correct the expiration term of Dr. Kristen Michele Sandel on her appointment to the Council on Chemical Abuse Advisory Board to February 1, 2018.
- 384.16 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute Professional Services Agreement No. ICA-187929-17 between the County of Berks and Engle-Hambright & Davies, Inc., Lancaster, Pennsylvania, to provide risk and safety control consultant services for a one year period effective January 1, 2017 at a not to exceed amount of \$20,000.00.
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 13, 2016. Commissioner Leinbach reported that are 16 contracts and referenced the departments.

3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated December 13, 2016 for week ending December 14, 2016 and the payment of electronic transfers and employee payroll. In addition, it was motioned to authorize the voucher sheets for the weeks ending December 21 and December 28, 2016 due to the fact that the Board will not be in session until January 5, 2017.

Reports

1. County Treasurer A. Dennis Adams, CPA submitted a prepared weekly Treasurer's report.
3. The Controller's weekly report was presented by County Controller Sandy Graffius.

REPORT OF CHIEF FINANCIAL OFFICER

Commissioner Leinbach reported there will not be a Budget Meeting this afternoon, but there is a public Pension Board Meeting scheduled at 1:00 p.m.

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Ronald R. Seaman added his congratulations and thank you to Mr. Patrizio and his staff for keeping the County in sound, fiscal shape; and to the Commissioners for the wisdom and courage in making difficult decisions on what to fund and not fund to keep the County moving forward. Mr. Seaman wished everyone a Merry Christmas, Happy Hanukah and Festive Kwanzaa.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt reported that the Buttonwood Street Bridge is substantially complete except for some items that must wait until the spring to complete, i.e. asphalt paving. Commissioner Barnhardt commented the public will also start to see some progress on the start of the Penn Street Bridge Rehabilitation Project, and once the Buttonwood Street Bridge is fully complete and open than we will start to see more extensive work begin on the Penn Street Bridge.

Commissioner Barnhardt learned at yesterday's Prison Board Meeting and is happy to report the Jail population is at 980, well below 1000, and that number includes dozens of inmates from neighboring counties who pay the County to house their inmates in our Jail. Commissioner Barnhardt wished everyone a safe and prosperous New Year.

Commissioner Scott wished everyone a Merry Christmas and happy, healthy, prosperous New Year.

Commissioner Leinbach thanked the Budget team for all their hard work and appreciates it very much, and does the job well every year.

Commissioner Leinbach wished everyone a very happy holiday, Merry Christmas and Happy New Year.

COMMENTS FROM THE FLOOR

County Controller Graffius introduced her newest Certified Examiner Drew Noll.

County Treasurer Dennis Adams wished everyone a happy holiday season and Merry Christmas.

There being no further business, the meeting adjourned at 10:45 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk