

Commissioners' Board Meeting Minutes December 18, 2014

The Berks County Board of Commissioners met in regular session on Thursday, December 18, 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 Solicitor Alan Miller, 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.

Presentation

Presentation and adoption of the 2015 Berks County Budget.

- 398.14 A. Adopt a resolution authorizing adoption of the 2015 County of Berks Budget, and further establishing the 2015 Real Estate Tax millage at 7.372 mills.

Chief Financial Officer Robert Patrizio commented that on November 13, 2015 he presented the Budget for the Commissioners inspection and to date, has not received any public comments or questions. Mr. Patrizio commented he and his staff have continued to refine the budget and have made some revisions which are incorporated in today's budget package, and he is recommending continuing with the current tax rate of 7.372 mills. Mr. Patrizio provided a power point presentation of the highlights of the revisions since the November presentation and opened discussion to the Commissioners. Commissioner Barnhardt had no comment other than to thank Bob and his staff for the tremendous work they have done up to November and fine tuning the budget to present. Commissioner Scott echoed Commissioner Barnhardt's comments of the Budget Department's work. Commissioner Scott commented that the budget is a product of considerable deliberation at Budget Meetings held throughout the year, and once in a while a Commissioner may object from time to time on certain aspects of the budget, but as a whole this budget is responsible. Commissioner Scott stated for the record, he specifically objects to allocating more money to GREP, commenting he supported \$500,000.00 not \$700,000.00; and he objects to the creation of the Department of Agriculture and the elimination of the Agricultural Coordinator position, but will be voting for the Budget as a whole. Commissioner Scott commented that before the Commissioners vote they will each be tendering their letter of disclosure to the Chief Clerk. Commissioner Leinbach also thanked Bob and his staff for their work, adding the weekly budget meetings is really where a lot of these matters are hashed out, and he believes this meeting is the most important meeting that the Board holds.

Commissioner Barnhardt motioned to adopt Resolution 398.14 authorizing adoption of the 2015 County of Berks Budget and establishing the 2015 tax millage at 7.372. Said motion was seconded by Commissioner Scott and all voted unanimously to approve Resolution No. 398.14.

Approval of Minutes

The minutes of December 11, 2014 Commissioners' Board Meeting were approved as presented.

Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott, and all voted unanimously to approve the items listed below with the following exceptions: Commissioner Scott announced for the record he will be voting No on Item 400.14 (9) and also Item 418.14 as they pertain to the Department of Agriculture.

399.14 Adopt a resolution authorizing 2014 Budget Transfers in the amount of \$1,343,025.00 per listing dated December 12, 2014.

400.14 Adopt a resolution authorizing Human Resources Recommendations per listing dated December 18, 2014 as follows:

1. Authorize the promotion of Adam McNaughton from PC010141 Assistant District Attorney I to PC010146 Assistant District Attorney II – District Attorney's Office, effective 1/7/2015. Rate of \$46,000/annually. Salary range Minimum \$44,485; Midpoint \$59,314; Maximum \$74,142. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
2. Authorize the promotion of Daniel Troy from PC010419 Assistant District Attorney I to PC013061 Assistant District Attorney II – District Attorney's Office, effective 1/7/2015. Rate of \$46,000/annually. Salary range Minimum \$44,485; Midpoint \$59,314; Maximum \$74,142. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
3. Authorize the promotion of Carmen Bloom from PC010143 Assistant District Attorney I to PC013062 Assistant District Attorney II – District Attorney's Office, effective 1/7/2015. Rate of \$47,002/annually. Salary range Minimum \$44,485; Midpoint \$59,314; Maximum \$74,142. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.

4. Authorize the promotion of Brian Kulp from PC010147 Assistant District Attorney II to PC010149 Assistant District Attorney III – District Attorney's Office, effective 1/7/2015. Rate of \$51,000/annually. Salary range Minimum \$48,945; Midpoint \$65,259; Maximum \$81,574. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
5. Authorize the promotion of Christopher Mandracchia from PC010148 Assistant District Attorney III to PC010161 Assistant District Attorney IV – District Attorney's Office, effective 1/7/2015. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
6. Authorize the promotion of Bryan Boughter from PC010151 Assistant District Attorney III to PC010164 Assistant District Attorney IV – District Attorney's Office, effective 1/7/2015. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
7. Authorize the promotion of Todd Mays from PC010144 Assistant District Attorney II to PC010144 Assistant District Attorney IV – District Attorney's Office, effective 1/7/2015. Rate of \$54,000/annually. Salary range Minimum \$50,180; Midpoint \$66,907; Maximum \$83,634. This request meets the criteria of the Hiring Policy. Budget 10000 – 11580.
8. Authorize the transfer of Susan Quinn from PC012971 Temporary Business Process Analyst to Business Process Analyst – Information Systems, effective 12/24/2014. Rate of \$46,125/annually. Salary range Minimum \$43,350; Midpoint \$57,800; Maximum \$72,250. This request meets the criteria of the Hiring Policy. Budget 10000 – 11170.
9. Authorize the transfer of Tami Hildebrand from PC011064 Executive Director of Ag Land Preservation to Executive Director, Department of Agriculture, effective 1/1/2015. Rate of \$67,000/annually. Salary range Minimum \$45,363; Midpoint \$60,483; Maximum \$75,406. This request meets the criteria of the Hiring Policy. Budget 10000 – 16550.

10. Authorize approval of the 2015 Management/
Confidential annual salary increase of 2% per the
attached memorandum.

- 401.14 Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute a contract as a result of Request for Proposals #14-34-KL, Installation and Maintenance of DES 9-1-1 Phone System, specifically for the installation and operational maintenance support for the implemented Cassidian VESTA 4 Geo-Diverse system with Aurora-MIS, in addition to operational maintenance support for the current VESTA Meridian system during the time period in which the Cassidian VESTA 4 Geo-Diverse system with Aurora-MIS is being installed and tested, and support of the Avaya administrative phone system for the County of Berks Department of Emergency Services (DES) as follows:

Frontier Communications

100 CTR Drive
Dallas, PA 18612

Installation -One-Time Total (Not To Exceed) \$140,267.90

Maintenance - Total (Unit Cost - Not to Exceed) \$182,730.15

Total Cost: \$322,998.05

- 402.14 Adopt a resolution authorizing award and Director of Contracts and Procurement to execute as a result of Invitation to Bid #14-32-PB, five (5) contracts for the supply and delivery of Institutional Linens for a one year period for Berks Heim, the Jail System and Berks County Residential Center as follows:

ATD-American Company

135 Greenwood Avenue
Wyncote, PA 19095-1396
Line Item – 10 and 15
Estimated Annual Expenditure: \$ 2,986.34

Bob Barker Company, Inc.

104 N. Main Street
Fuquay Varina, NC 27526
Line Items – 1, 2, 3, 8, 9, 12 and 16
Estimated Annual Expenditure \$ 13,037.16

Medline Industries Holdings, LP

54 Sugar Creek Center Blvd., #30
Sugarland, TX 77478
Line Items – 13 and 17
Estimated Annual Expenditure \$ 3,307.44

Phoenix Textile Corporation

21 Commerce Drive

O'Fallon, MO 63366

Line Items – 4, 5, 11, 14, 18, and 19

Estimated Annual Expenditure \$ 4,649.70

Tabb Textile Co., Inc.

511 Pleasant Drive

Opelika, AL 36801

Line Items – 6 and 7

Estimated Annual Expenditure \$ 14,971.94

With the consent of the vendor, the County reserves the option to renew the contract for two additional one-year terms at the bid prices.

- 403.14 Adopt a resolution authorizing execution of the Agreement for Architectural Services for Multi-Projects Renovations to Various Berks County Facilities between the County of Berks and Olsen Design Group Architects, Inc., Reading, Pennsylvania at a not to exceed amount of \$39,500.00 excluding reimbursable and permit fees.
- 404.14 Adopt a resolution authorizing execution of Addendum No. 1 to the Comprehensive Health Services Agreement to provide additional mental health, medical and related health care services to the inmate/patient population at the Jail.
- 405.14 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute the JCJC (Juvenile Court Judges' Commission) Grant-In-Aid for FY July 1, 2014 through June 30, 2015. This Grant is in the amount of \$478,868.00 and is 100% State funded.
- 406.14 Adopt a resolution authorizing Christian Y. Leinbach, Commissioner Chair, to execute of the Acquisition Perpetual Renewal Quote/Agreement between the County of Berks and NuView Systems, Inc., Austin, Texas, to provide support for the upgrade of the payroll system subject to final review and approval by the County Solicitor.
- 407.14 Adopt a resolution authorizing the reappointment of Mark C. Scott, Boyertown, Pennsylvania, to the Berks County Planning Commission for a four (4) term expiring January 1, 2019.
- 408.14 Adopt a resolution authorizing the reappointment of Thomas McKeon, Reading, Pennsylvania, to the Berks County Planning Commissioner for a term expiring January 1, 2018.

- 409.14 Adopt a resolution authorizing execution of a Satisfaction and Release between the County of Berks and Two Reading, L.P. concerning the Berks County Office of Aging Market Square Project.
- 410.14 Adopt a resolution authorizing the reappointment of Fred Schultz, Temple, Pennsylvania to the Berks County Municipal Authority for a five (5) year term expiring on January 2, 2020.
- 411.14 Adopt a resolution authorizing the reappointment of Veronica Seitzinger, Reading, Pennsylvania to the Berks County Children and Youth Services Advisory Board for a three (3) year term expiring on December 31, 2017.
- 412.14 Adopt a resolution authorizing the reappointment of Joan Lewis, Sinking Spring, Pennsylvania to the Council on Chemical Abuse Board for a three (3) year term expiring on February 1, 2018.
- 413.14 Adopt a resolution authorizing the reappointment of Scott Rehr, Wernersville, Pennsylvania to the Council on Chemical Abuse Board for a three (3) year term expiring on February 1, 2018.
- 414.14 Adopt a resolution authorizing the reappointment of Gloria Seifrit, Reading, Pennsylvania to the Council on Chemical Abuse Board for a 3 year term expiring on February 1, 2018.
- 415.14 Adopt a resolution authorizing the appointment of Ronald Heim, West Reading, PA to the Berks County Blighted Property Review Committee for a three (3) year term beginning on January 1, 2015 and expiring on December 31, 2018.
- 416.14 Adopt a resolution authorizing the appointment of Denise Commings, West Reading, PA to the Berks County Blighted Property Review Committee for a three (3) year term beginning on January 1, 2015 and expiring on December 31, 2018.
- 417.14 Adopt a resolution authorizing the appointment of Commissioner Kevin Barnhardt as the Representative of the Board of Commissioners to the Berks County Blighted Property Review Committee for a three (3) year term beginning on January 1, 2015 and expiring on December 31, 2018.
- 418.14 Adopt a resolution authorizing the creation of the Department of Agriculture which will assume the duties and responsibilities of the Agricultural Coordinator position and the current Agricultural Land Preservation Department. The new Department of Agricultural will provide leadership and direction related to land preservation and agricultural growth initiatives.

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 16, 2014. Commissioner Leinbach commented there were 11 contracts and referenced the departments.
3. Motion to authorize payments set forth on Controller's Office vouchers payable listing dated December 16, 2014 for week ending December 17, 2014 and the payment of electronic transfers and employee payroll; and also executed voucher forms for the next 2 periods since there will not be a Commissioners' Meeting until January 8, 2015.

Reports

1. The County Treasurer's weekly report was presented by Commissioner Leinbach. Mr. Adams did not attend the meeting.
2. The Controller's weekly report was presented by Deputy County Controller Ronald Rutkowski.

REPORTS OF CHIEF OPERATING OFFICE/CHIEF FINANCIAL OFFICER

1. Carl E. Geffken wished everyone a Merry Christmas and a Happy Hanukah.
2. Robert J. Patrizio commented there will be a discussion on a land bank concept with Ken Pick.

COMMISSIONERS' COMMENTS

Commissioner Barnhardt reported he attended the Chiefs of Police Association Dinner this past Tuesday and mentioned there were 2 awards given, one to almost 5 year old Hunter Barrell, who notified emergency personnel and police of an incident which helped save his mother's life; and Lewis Guido, a Berks County Prison Correctional Officer, who was off duty shopping at Giant store in Muhlenberg Township and was able to convince a knife wielding individual to stand down until police arrived. Commissioner Barnhardt commented as this is the last meeting of the year he would again like to thank Bob Patrizio and his staff for working hard to keep the tax rate the same. Commissioner Barnhardt reported this year has been unprecedented in the number of retirements of department heads naming Duane Rashlich, Ed McCann, George Kovarie, George Wagner, Glenn Knoblauch and Diane Dachowski, adding all positions were ably filled with County employees with the exception of Ed McCann's position. Commissioner Barnhardt cited as some of the major accomplishments the merger and consolidation of management of BARTA and Red Rose Transit Authority; the turning over of Camp Joy to COCA as a residential treatment center; the Jail with the sudden retirement of George Wagner and ability of Janine Quigley and her staff to keep operations running smoothly and the institution of the overtime system at the Jail, and the Radio Project which is finally up and running. Commissioner Barnhardt stated in 2015 he will focus and work

hard to increase the assessed property value in Berks County to establish more commercial investment and development.

Commissioner Scott commented he hosted a County Connections segment on BCTV on Monday and had Sheila Miller as a guest and gave her an opportunity to assess her last 7 years as Agricultural Coordinator. Commissioner Scott also wished every one of his colleagues, County employees, the taxpayers and residents of Berks County a very Merry Christmas and a Happy and prosperous New Year.

Commissioner Leinbach thanked all County employees for their admirable performance and they are what make this organization run. Commissioner Leinbach thanked members of the Commissioners' administrative staff and extended a very Merry Christmas, Happy Hanukah and Happy New Year to everyone.

There being no further business, the meeting adjourned at 10:52 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk