

**Commissioners' Board Meeting**  
**Thursday, July 1, 2004**

The Berks County Board of Commissioners met in regular session on Thursday, July 1, 2004 at 10:30 AM in the Board meeting room on the thirteenth floor of the Berks County Services Center, pursuant to due notice to Board members and the public. Commissioner Chair Judith L. Schwank called the meeting to order with Commissioner Thomas Gajewski and Commissioner Mark Scott in attendance. Also present were the Chief Clerk Terry L. Styer, Solicitor Alan S. Miller and County Administrator, William E. Dennis.

The Commissioners' Meeting Minutes for June 22, 2004 and June 29, 2004 were approved as published by a majority vote, with a motion made by Commissioner Scott, seconded by Commissioner Schwank with Commissioner Gajewski abstaining from the vote on the meeting of the 22<sup>nd</sup> as he was not in attendance.

On motion by Commissioner Scott, seconded by Commissioner Gajewski and all voting yes, the consent agenda was approved.

**Consent Agenda**

1. Resolutions:

- 327.04 A. Resolution to approve the recommendation of the Berks County Open Space and Recreation Advisory Board to amend the Neversink Mountain Acquisition Grant to Berks Conservancy as per attached memo.
- 328.04 B. Resolution certifying Section III, located in the Reading Regional Airport Industrial Park as a "blighted" area for CDBG funding purposes.
- 329.04 C. Resolution authorizing Continuation of Maintenance for a male child born 7/11/86, on request of BCCYS and in accordance with applicable federal regulations, effective 7/11/04 through 6/30/05 in the form of Purchased Care from Family Care Services Inc. at the per diem rate of \$200 to allow for completion of high school.
- 330.04 D. Resolution authorizing 2004 Budget transfers in the amount of \$37,000 and 2005 Budget Appropriations in the amount of \$83,670 per listing dated June 25, 2004.
- 331.04 E. Resolution appointing David S. Sobotka, Esq. of 311 Sharadin Road, Kutztown PA 19530 to the Berks County Municipal Authority to fill the unexpired 5 year term (to 12/31/05) of Gerald Sigal, Esq. who resigned effective June 17, 2004
- 332.04 F. Resolution ratifying the execution of the Pelican Insurance Subscribers Agreement on behalf of the Berks County Home-Berks Heim.

Motion to approve the Human Resources Department recommendations as per list dated July 1, 2004:

- A. Authorize 6-month probationary increase for Jaime L. High, Assistant District Attorney I, District Attorney, effective 06/24/04. Rate of \$39,115/annually (\$500 increase) (WMS Minimum \$38,615; Midpoint \$45,429; Maximum \$52,243) Budget 01-158.
- B. Authorize promotion of Tonya H. Tharp, Assistant District Attorney II – District Attorney to Assistant District Attorney III – District Attorney, effective 05/03/04. Rate of \$47,100/annually. (WMS Minimum \$45,844; Midpoint \$53,933; Maximum \$62,024) Replacement for Eric Winter who was promoted. Budget 01-158.
- C. Authorize promotion of Tara L. Scott, County Caseworker II – Children and Youth Services to County Caseworker Supervisor – Children and Youth Services, effective 08/11/04. Rate of \$37,800/annually. (WMS Minimum). Cost Containment has approved a Request to Fill Position form for this position. Replacement for Melissa Haydt who retired. Budget 10-320.
- D. Authorize promotion of Daniel P. Emkey, Intern – Court Administration to Law Clerk I, Court Administration, effective 07/05/04. Rate of \$34,629/annually. (WMS Minimum). Cost Containment has approved a Request to Fill Position Form for this position. Replacement for Aaron Riesmeyer who resigned. Budget 01-160.
- E. Authorize appointment of Erica Lynn Malon to Part-Time DUI Processing Assistant, District Attorney’s Office, effective 07/14/04. Rate of \$9.90/hourly. Cost Containment has approved a Request to Fill Position form for this position. Replacement for Julie Vanlear-Strand who transferred. Budget 01-158.
- F. Authorize salary increase for Stacey Ditizio, PC Technician I – Information Systems. Rate of \$37,422/annually. (\$7,374 increase) (WMS MINIMUM) Result of WMS Reclassification of PC Technician series. Budget 01-117.
- G. Authorize salary increase for Mike Parr, PC Technician I – Information Systems. Rate of \$37,422/annually. (\$6,767 increase) (WMS MINIMUM) Result of WMS Reclassification of PC Technician series. Budget 01-117.
- H. Authorize reclassification of Francis Young, Senior Network Administrator – Information Systems to Network Administrator – Information Systems, effective 06/28/04. Rate of \$52,230/annually. (\$10,736 decrease) (WMS Minimum \$44,844; Midpoint \$52,758; Maximum \$60,672)
- I. Authorize Human Resources Department to utilize a temporary agency, effective 7/2/04 until a permanent replacement can be found for a probationary employee recently dismissed. Rate not to exceed \$16.50. Cost containment has approved the request. Budget 01-141.

2. Motion to approve payment of invoices under the following Community Development Disbursement Vouchers:
  - a. No. 2087 – Community Development Block Grant Program
  - b. No. 1221 –Property Rehabilitation Program
  - c. No. 465 – Home Grant Program
  - d. No. 2086- S – Emergency Shelter Program
3. Motion to approve and execute list of Contract Agreements / Amendments as furnished by the Contract Coordinator, per attached listing dated June 25, 2004.

**Reports**

The County Controller (represented by Dick Tracy, Deputy Controller) and County Treasurer presented their weekly reports.

**Agenda Items for Discussion**

Commissioner Scott presented the following resolution for discussion to the board of Commissioners. A motion was made, seconded and all voted yes to approve:

- 333.04 G. Resolution appointing John T. Connelly, 34 Buckingham Drive, Wyomissing, PA 19610 to the Berks County Municipal Authority for a 5 year term (to 12/31/08) replacing Gene Becker whose term expired January 2, 2003

**Citizen Comment/Business From The Floor**

Ellie Antoine, Recorder of Deeds, informed the Board that as part of her involvement in the Berks County Rotary Club, she has been offered an expense paid trip to Guatemala by the Guatemalan government for the Rotary Club's wheel chair project. She indicated that the Rotary Club raised funds and donated approximately 850 wheel chairs for Guatemalan citizens. The board commended her for the work done by this organization.

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