

## **Commissioners' Workshop Meeting Tuesday, September 15, 2009**

### **I. CALL TO ORDER:**

The Berks County Board of Commissioners met in regular session on Tuesday, September 15, 2009, at 10:30 A.M. in the thirteenth floor Board Room of the Berks County Services Center, pursuant to due notice to Board members and the public.

Commissioner Chair Mark C. Scott, Esq. called the meeting to order with Commissioner Christian Leinbach and Commissioner Kevin Barnhardt in attendance. Also present were Solicitor Alan Miller Esq., and Chief Clerk Terry Styer.

Commissioner Scott opened the meeting with a moment of silence and the Pledge of Allegiance to the Flag. He also announced that an Executive Session was held on September 14<sup>th</sup> for personnel matters.

### **II. PRESENTATION**

Agricultural Coordinator Sheila Miller introduced Jeanne Noble of Nobility Alpacas LTD., who made a presentation about the Alpaca Farming Industry and the upcoming Berks County Farm Tour on October 3<sup>rd</sup>, beginning at Conrad Weiser High School's Agricultural Department.

### **III. DEPARTMENTAL REPORTS / REQUESTS:**

Commissioner Scott introduced and welcomed new Chief Operations Officer Carl Staples.

#### **Budget Department**

- A. Adopt a resolution authorizing 2009 Budget Transfers in the amount of \$8,300 and 2009 Appropriations in the amount \$10,000 per listing dated September 11, 2009. Budget Director Bob Patrizio presented the list.
- B. Motion authorizing Mark C. Scott as Chairman of the Board, to execute Contract Agreements/ Amendments as furnished by the Contract Coordinator, Candace Noll, per attached listing dated September 14, 2009.
- C. Recommendation to award and the Purchasing Manager to execute as a result of Invitation to Bid #08-12-KL, Amendment #1 to the Guaranteed Energy Services Agreement for the purpose of installing certain energy saving equipment and providing other services designed to save energy for the County's property and buildings, included as part of the amendment are a total of 21 Energy Conservation Measures (ECMs), as follows: Efficient Lighting, Lighting Panel Repairs - Services Center, Water Conservation – Courthouse, I-CON Control Systems – Prison, Envelope Weatherization, New Steam Traps - North Campus Facilities, Steam

Distribution Improvements - North Campus, Pipe & Valve Insulation - North Campus,

Recommendation to award and the Purchasing Manager to execute as a result of Invitation to Bid #08-12-KL, Amendment #1 **continued:**

Central Plant Improvements & Fuel Switch - North Campus, New Boiler - Agricultural Center, Repair Air-Cooled Condensing Unit - Youth Detention Center, New Gas Fired DHW Systems, New Heating System - Lawn Garage, Variable Frequency Drives, EMS - Expand DDC Controls, EMS – Retro-Commissioning & Optimization, Laundry Ozone Water Treatment - Berks Heim, Waste Management Program – Prison, New Chiller, Conservation Consulting Services (ECTBC), and Training; which will result in a grand total of 22 ECMs as the original agreement included one Energy Conservation Measure (ECM) for supply and installation of Courthouse boilers, boiler equipment and other ancillary equipment. **NORESCO**, One Research Drive, Suite 400 C, Westborough, MA 01581, Total Project Cost; \$11,310,000, Total Savings: \$1,213,428 with a simple payback of 9.3 years. Purchasing Manager Kelly Laubach and Facilities Director Bob Carl discussed this recommendation.

#### Community Development

- A. Motion to approve payments set forth on disbursement voucher list # 2369 for the Community Development Block Grant Program, DV #624 for the HOME Grant Program and DV #1373 for the Property Rehabilitation Program as administered by the Berks County Community Development Office.

#### Human Resources

- A. Human Resource recommendations per list dated September 15, 2009. HR Director Jennifer Biehn presented the list of recommendations.

#### Solicitor

- A. Resolution rescinding Resolution 66-09, and further authorizing execution of the revised CODY Memorandum of Understanding between the County of Berks and City of Reading, for the installation of the limited use CODY RMS database, which will allow the County CODY Records Management System and the City Vision RMS to share information between their respective law enforcement Records Management Systems.

#### **IV. REPORTS OF COMMISSIONERS**

- A. Proposal for Liberty Environmental to provide Air Quality consulting and planning services related to Berks County Lead Nonattainment Designation. Amount not to exceed \$19,500.

**Commissioner Leinbach**

- A. Adopt a resolution appointing George Violand to the Office of Aging Advisory Board to complete the term ending December 8, 2009, vacated by Doris Epler, and reappointing him to the two year term beginning December 9, 2009 and ending December 8, 2011.
- B. Commissioner Leinbach noted that the High-Band Alert System for the Department of Emergency Services is scheduled to go live on October 5<sup>th</sup>. He thanked Randy Cole, Director, and Brian Gottschall, Deputy Director, DES, for their hard work in getting this project on track.

**Commissioner Barnhardt**

- A. Commissioner Barnhardt reminded everyone that the public phase of regional meetings pertaining to the County wide policing study are scheduled to begin next week. Details are available at [www.countyofberks.com](http://www.countyofberks.com).

**Commissioner Scott**

- A. Commissioner Scott noted the retirement today of Barbara Coffin, Executive Director of the Office of Aging. He noted that she first started with the Office of Aging on October 15, 1975, and through the years has become well known and well respected in her field. He, as well as the other Commissioners wished her well. The Commissioner reported that Ken Borkey, Executive Director of the Berks County Youth Center will serve as interim director of the Office of Aging until a replacement is named.

**V. CITIZEN COMMENT/BUSINESS FROM THE FLOOR**

- A. Recorder of Deeds Fred Sheeler reported that as part of his Records Improvement Process, all deeds dating back to 1752 and all deed index books are now online. He also stated that his in-office index project is ongoing, with 37 years fully indexed to date. Lastly, he noted that they have completely eliminated the microfilm process from his office.
- B. Agricultural Coordinator Sheila Miller reminded the audience that the Oley Fair begins this week, and announced that the Opportunity Farmers Market will be closing in September instead of October.

There being no further business the meeting adjourned at 11:30 AM.

Respectfully Submitted,

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Terry L Styer, Chief Clerk