

**Commissioners' Workshop Meeting Minutes
Tuesday, February 1, 2011**

I. CALL TO ORDER:

The Berks County Board of Commissioners met in regular session on Tuesday, February 1, 2011 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 Y. Leinbach, in attendance. Also present were First Assistant County Solicitor Christine M. Sadler, Esq., Interim Chief Operations Officer Kenneth C. Borkey, Jr., and Maryjo Gibson, Chief Clerk. Commissioner Kevin S. Barnhardt was absent.

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

II. PRESENTATION

Berks County Recorder of Deeds Frederick Sheeler gave his annual report of the state of real estate transfers. Mr. Sheeler presented various graphs depicting the real estate market. He pointed out there has been a steady decline in both the number of deeds recorded and the dollar volume of those transactions since 2006.

III. DEPARTMENTAL REPORTS / REQUESTS:

Budget Department

- A. Adopt a resolution authorizing 2010 Budget Transfers in the amount of \$1,679,382.00, 2011 Budget Transfers in the amount \$49,000.00 and 2011 Budget Appropriations in the amount of \$92,415.00 per listing dated January 28, 2011.

Community Development

- A. Motion to approve payments set forth on disbursement voucher lists dated February 1, 2011 for the Community Development Programs as administered by the Berks County Community Development Office:

Disbursement Voucher #2502	\$ 3,508.97
Disbursement Voucher #657	\$106,446.88

Human Resources

- A. Adopt a resolution authorizing Human Resource Recommendations per list dated February 1, 2011.

Commissioner Scott commented on Human Resources Recommendations, #6 through #10. He has concerns on some of the qualifications of the individuals listed. He remarked that these positions should be advertised. He does not support Nos. 6, 7, 8. He does support #1 through #5 and also #9, Cathy Wegener, who is doing an outstanding job; #10, Diane Edwards and #11, Kaitlin Daley, for also doing an outstanding job and deserves every penny of her award.

Jennifer Biehn, Human Resources Director, spoke briefly to Commissioners Scott's comments. She defended the recommendations saying all the candidates were well qualified.

Commissioner Leinbach disagreed with Commissioner Scott's opinion of the Human Resource recommendations Nos. 6, 7, 8, 9 and 10. He stated that in the business world you first promote within. Commissioner Leinbach also commented it is not appropriate to name names. The County has put together a hiring process. He approved of all Human Resource recommendations as listed.

Purchasing

- A. Motion authorizing Mark C. Scott as Chairman of the Board, to execute Contract Agreements/ Amendments as furnished by the Contract Coordinator, per revised listing dated January 31, 2011.
- B. Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute, as a result of Invitation to Bid # 10-28-AF a one (1) year contract for Light Poles, Repair & Replacement as follows:

Telco Inc.

1224 Cross Keys Road

Reading, PA 19605

Estimated Annual Expenditure: \$25,644.50

Item	Estimated Annual Quantity	Unit Price	Estimated Annual Expenditure
Pole & Lamp Arm	10	\$1,075.70	\$10,757.00
Base	10	\$352.75	\$3,527.50
Labor per pole	10	\$1,136.00	\$11,360.00

This contract shall be utilized for the emergency replacement of light poles on sections of the West Shore Bypass (Route 422) and Warren Street Bypass (Route 12). As per the Invitation to Bid, the County may extend the contract

for two additional one-year terms provided the respective vendor agrees to hold the bid pricing fixed and firm. As per the Invitation, the County may extend the contract for two additional one-year terms provided the respective vendor agrees to hold the bid pricing fixed and firm.

- C. Adopt a resolution authorizing the award and Director of Contracts and Procurement to execute as a result of Invitation to Bid # 10-9-AF a one (1) year contract for Medical Supplies to be utilized at Berks Heim as follows:

Diamond Drugs, Inc. d/b/a Diamond Medical Supply

639 Kolter Drive

Indiana, PA 15701

Line Items: 4, 7, 8, 31, 32, 34, 35, 40, and 46.

Estimated Annual Expenditure: \$8,032.00

Manheim Medical Supply, Inc

13 N. Main St

Manheim, PA 17545

Line Items: 1, 2, 5, 6, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22, 24, 25, 26, 27, 28, 29, 30, 33, 36, 37, 38, 39, 41, 42, 43, 44, 45, and 47.

Estimated Annual Expenditure: \$22,928.96

Medline Industries Holdings, LP.

11080 Soldiers Field Court #700

Sugarland, TX 77479-4053

Line Items: 3, 14, and 23

Estimated Annual Expenditure: \$1,578.75

- D. Adopt a resolution supporting a co-sponsorship memorandum by Representative Mark Keller regarding proposed legislation which would increase the bidding thresholds pertaining to procurement of goods and services by the Purchasing Department from \$10,000 to \$25,000, and increase telephonic quote thresholds from \$4,000 to \$10,000; and to further support the new thresholds to be updated annually based on the Consumer Price Index. *Kelly Laubauch, Director of Contracts and Procurement commented that this effort is statewide and will impact counties across the State. There have been no changes since 1990, and she fully supports it.*

Solicitor

- A. Adopt a resolution formally designating all of the land and buildings commonly known as Antietam Lake as a County park pursuant to Section 2501 of the County Code.

Treasurer

- A. Adopt a resolution authorizing a revised tax collection procedure concerning the collection of delinquent taxes by the Treasurer's Office. *Treasurer Long commented that in conjunction with the Real Estate Tax Sale Law he is continuing efforts to enhance and streamline collection of delinquent taxes for*

the County and school districts. This is another tool to help the Tax Claim Bureau in their delinquent tax collection efforts.

- B. Adopt a resolution authorizing the County Solicitor to execute a retainer agreement with KozloffStoudt Attorneys-at-law concerning representation of the County Tax Claim Bureau in certain matters. *Commissioner Scott and Commissioner Leinbach complimented the Treasurer, his Solicitor, Attorney Georgeadis, and Tax Claim Manager, Stacy Phile for all their efforts in reducing the number of excess fund files.*

IV. REPORTS OF COMMISSIONERS

- A. Adopt a resolution approving Liberty Environmental, Inc.'s comments to the Pennsylvania Department of Environmental Protection on the Air Quality Permit Application for Plant-Wide Applicability Limits for the Lehigh Cement Company Evansville Plant in Maiden Creek Township, Berks County. *Commissioner Scott announced we do not have the votes to approve or disapprove this matter. It will be moved to the Thursday Agenda for a vote.*
- B. The Board recognized Julie Rinehart, Executive Director of the Berks County Library System. Ms. Rinehart is retiring after 20 plus years of services.

Commissioner Scott

Commissioner Scott congratulated Julie Rinehart and wished her well in her retirement and thanked her for her dedication and commitment and strong work ethic in serving as Executive Director of the Library System. Commissioner Scott also wished Jennifer Biehn good luck in her new endeavors and commended her for her dedication and strong work ethic.

Commissioner Leinbach

Commissioner Leinbach thanked Julie Rinehart for her 20 years of service and dedication to the Library System. He noted how it grew from a relatively small organization to a group of 21 libraries throughout the County. She is to be commended for her rigorous efforts of library funding. Commissioner Leinbach wished her the best in her retirement. Commissioner Leinbach also wished Jennifer Biehn well in her new job and thanked her for her service to the County.

VI. ELECTED OFFICIAL COMMENT/BUSINESS FROM THE FLOOR

James Troutman

James Troutman, Berks County Clerk of Courts, congratulated Julie Rinehart and wished her well in her retirement. He further acknowledged and wished Jennifer Biehn well in her new endeavor.

Julie Rinehart

Very much appreciate the Commissioners comments, and it has been a pleasure to serve the County and the County Library System. She further thanked the Commissioners for their strong support of the Library System.

CITIZEN COMMENT FROM THE FLOOR

None.

There being no further business the meeting adjourned at 11.35 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk