

**Commissioners' Workshop Meeting  
Tuesday, August 30, 2011**

**I. CALL TO ORDER:**

The Berks County Board of Commissioners met in regular session on Tuesday, August 30, 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 called the meeting to order with Commissioner Christian Leinbach in attendance. Commissioner Kevin S. Barnhardt was out of town and did not attend. Also present were County Solicitor Alan S. Miller and Maryjo Gibson, Chief Clerk.

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

**II. PRESENTATION**

Commissioner Leinbach presented a Certificate of Recognition to Janice Kaucher, Deputy Director in the Berks County Treasurer's Office. Janice will be retiring after 38 years with the County. Commissioner Leinbach further commented that Janice was instrumental in computerizing the Department and combining the Treasurer's Office and Tax Claim Bureau. Commissioner Scott congratulated Janice and wished her well.

**III. DEPARTMENTAL REPORTS / REQUESTS:**

**Budget Department**

- A. Adopt a resolution authorizing 2011 Budget Transfers in the amount of \$52,600.00 per listing dated August 26, 2011. Commissioner Scott commented that the majority of the Budget Transfers relate to Fleet Management.

**Human Resources**

- A. Adopt a resolution authorizing Human Resources Recommendations dated August 30, 2011. Commissioner Scott commented that the two listings were promotions within the Jail System and offered congratulations to the employees.

**Purchasing**

- A. Motion authorizing Mark C. Scott as Chairman of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated August 26, 2011.

- B. Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, as a result of Invitation to Bid #11-18-MB, a contract for the Berks County Services Center Water Damage Restoration Project as follows:

**Purcell Construction Company**

560 N. 5<sup>th</sup> Street, P.O. Box 188

Denver, PA 17517

General Construction Base Bid: \$239,116.00

Alternate #1: Cleaning of carpet in select areas – Delete - \$1,978.00

**General Construction Total: \$237,138.00**

Ryan Hunter, Director of Facilities, requested that the Commissioners approve the award today so as to further facilitate and move this project forward. A motion was made by Commissioner Leinbach, seconded by Commissioner Scott to adopt this Resolution today. All voted aye. Motion approved.

**No. 258-11** Adopt a resolution authorizing the award and the Director of Contracts and Procurement to execute, as a result of Invitation to Bid #11-18-MB, a contract for the Berks County Services Center Water Damage Restoration Project to Purcell Construction Company in the total General Construction cost of \$237,138.00.

**Berks County Workforce Investment Board**

- A. Adopt a resolution authorizing the appointment of the following members to the Berks County Workforce Investment Board for a three (3) year term ending June 30, 2014:

Janell Harakel, Manager-Organization  
Carpenter Technology Corporation

Mark Thomas, Vice President of Human Resources  
Reading Hospital and Medical Center

Patrick M. McCoy PE, Principal, Energy and Environmental Design  
SSM Group

AND further authorizes the appointment of Ann Moll, President of Gallen Insurance for a term ending June 30, 2013 replacing Albert J. Weber, who resigned.

**Solicitor**

- A. Adopt a resolution authorizing execution of a Right-of-Way and Easement Agreement between the County of Berks and the Western Berks Water Authority concerning the construction of a water supply main at the North Campus. Alan S. Miller, County Solicitor, commented that this will allow the County an alternate source of water and that the costs will be lower with WBWA.

**Clerk of Courts**

- A. Adopt a resolution authorizing execution of an Agreement between the County of Berks and Modern Recovery Solutions of Newmanstown, Pennsylvania to provide Professional Debt Collection Services for fines, costs and restitution for the period June 1, 2011 through December 31, 2011. Clerk of Courts Jim Troutman attended the meeting and commented that this Agreement is in addition to the current collection agreement.

**Mailroom/Print Department**

- A. Adopt a resolution authorizing approval of the revised Mailroom policy effective August 31, 2011. Commissioner Scott commented that the Commissioners reviewed the policy and find it acceptable.

**Recorder of Deeds**

Recorder of Deeds Frederick Sheeler, attended the meeting to discuss a potential class action lawsuit that a number of Pennsylvania Recorder of Deeds are joining against the Trustees of MERS (Mortgage Electronic Registry System). Mr. Sheeler commented that MERS was set up in the 1980's by big banks. Mr. Sheeler further advised that the practice of MERS has been to avoid the payment of recording fees by assigning the first mortgage to a second mortgagee. Mr. Sheeler estimated that over the past 15 years the County as lost millions of dollars in recording fees. This proposed class action lawsuit would discourage this practice. Mr. Sheeler advised the Commissioners that he would keep them informed of the progress of this matter. No formal action was taken.

**IV. REPORTS OF COMMISSIONERS****Commissioner Barnhardt****Commissioner Leinbach**

Commissioner Leinbach complimented the Department of Emergency Services and Facilities on their preparedness and performance this past weekend dealing with Hurricane Irene. They did a phenomenal job leading up to, during and after the event.

*Commissioner Scott*

Commissioner Scott commented that DES is preparing a disaster relief assessment of Hurricane Irene by gathering information from local municipalities. Commissioner Scott further commented that there were only a few structural damages reported throughout the County. Commissioner Scott directed a question to Ryan Hunter resulting from a question asked of him as to whether the cost to repair the parking garage is covered by insurance. Mr. Hunter replied it is not covered.

There being no further business the meeting adjourned at 11:25 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk