

**Commissioners' Workshop Meeting  
Tuesday, January 24, 2012**

**I. CALL TO ORDER:**

The Berks County Board of Commissioners met in regular session on Tuesday, January 24, 2012 at 10:30 A.M. in the 13th floor Boardroom 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 County Solicitor Alan S. Miller and Maryjo Gibson, Chief Clerk.

Commissioner Leinbach 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.

**III. DEPARTMENTAL REPORTS / REQUESTS:**

**Budget Department**

- A. Adopt a resolution authorizing 2011 Budget Transfers in the amount of \$138,781.00, 2012 Budget Transfers in the amount of \$100,000.00 and 2012 Appropriations in the amount \$23,885.00 per listing dated January 20, 2012. Robert Patrizio, Budget and Finance Director, commented that the biggest item in the 2011 transfers and 100% of the 2012 transfers are a result of better accounting for the Second Chance Grant.

Commissioner Leinbach asked Mr. Patrizio if he wanted to comment on the purchase agreement with Utilitech, which was not listed on the Agenda. Mr. Patrizio explained that the Procurement Team and Facilities Team had solicited quotes for organizations to represent the County in negotiating natural gas supply pricing with utility companies. There were 2 firms who provided quotes. It was recommended by the Procurement Team and Facilities to designate Utilitech to act as the County's agent to negotiate good rates for natural gas supply. Alan S. Miller, County Solicitor, commented that he and Mr. Patrizio spoke with representatives of Utilitech before the meeting and propose a resolution to authorize Utilitech to act as an agent for the County, and further should the County enter into an agreement with the supplier recommended by Utilitech, that Utilitech shall receive a fee of \$.10 per dekatherm.

On motion of Kevin S. Barnhardt and seconded Commissioner Mark C. Scott, it was unanimously voted to authorize execution today by the following resolution:

- 28.12** Adopt a resolution authorizing Utilitech, Inc. 3020 Penn Avenue, West Lawn, Pennsylvania, to act as agent for the County of Berks in obtaining electric and natural gas pricing information, and further in the event the County enters into an agreement with a given supplier who is recommended by the County by Utilitech, Utilitech will receive a fee of \$.10 per dekatherm for natural gas.

**Human Resources**

- A. Adopt a resolution authorizing Human Resources Recommendations per listing dated January 24, 2012. Commissioner Leinbach commented on the two items on the Agenda.

**Purchasing**

- A. Motion authorizing Christian Y. Leinbach as Chairman of the Board, to execute Contract Agreements/Amendments as furnished by the Contract Coordinator, per listing dated January 23, 2012. Commissioner Leinbach commented on the contracts listed on the agenda.
- B. Adopt a resolution authorizing the award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #11-23-KSJR, Food Provision, a contract for a period of six (6) months for the Jail System as identified below:

Karetas Foods, Inc.  
1012 Tuckerton Court  
Reading, PA 19605  
Estimated Annual Expenditure: \$ 228,069.11

Line	Estimated Annual Quantity	Item Description	UOM	Karetas Unit Price	Karetas Extended Price
2	4	Baking Cocoa, Gel Spice, 5 lb	each	\$ 16.70	\$ 66.80
3	1	Baking Soda, Hospitality, 12/32 oz	case	\$ 14.85	\$ 14.85
4	10	Barley, Medium, Jack Rabbit, 24/1 lb	case	\$ 20.00	\$ 200.00
5	32	Base, Beef Flavored, Concentrated, Powder chef Pak, Economy, Power chef, 25 lb	case	\$ 27.00	\$ 864.00
6	32	Base, Chicken Flavored, Concentrated, Chef Pack, Economy, 25 lb	case	\$ 27.00	\$ 864.00
7	120	Beans, Kidney, Hanover, 6/#10	case	\$ 18.44	\$ 2,212.80
8	160	Burrito, Beef, Bean and Cheese, Jose Ole, 72/5.5 oz	case	\$ 51.20	\$ 8,192.00
9	30	Cake Mix, Brownie, Mill Creek, 6/5 lb	case	\$ 31.00	\$ 930.00
10	30	Cake Mix, Cinnamon, Hospitality, 6/5 lb	case	\$ 24.77	\$ 743.10
11	30	Cake Mix, Devil's, Mill Creek, 6/5 lb	case	\$ 24.70	\$ 741.00
12	30	Cake Mix, White, Hospitality, 6/5 lb	case	\$ 23.22	\$ 696.60
13	100	Cereal, Corn Flakes, Hospitality, Bulk Box, 20 lb	each	\$ 23.00	\$ 2,300.00

14	100	Cereal, Crispy Rice, Hospitality, Bulk Box, 25 lb	case	\$ 26.90	\$ 2,690.00
15	100	Cereal, Fruit Loops, Hospitality, 20 lb	each	\$ 28.00	\$ 2,800.00
16	200	Cereal, Plain Mini Wheat, Hospitality, 4/35oz	each	\$ 15.65	\$ 3,130.00
17	100	Cereal, Toasted Oats, Hospitality, 20 lb bulk	each	\$ 25.00	\$ 2,500.00
18	200	Cereal, Wheat Flakes, Hospitality, Bulk Box, 20 lb	each	\$ 23.00	\$ 4,600.00
19	13,920	Cheese, American, Sliced, 160 Slices, Packer, 4/5 lb	Lb.	\$ 1.86	\$ 25,891.20
20	100	Chicken, Ground, Mechanically Separated Chicken, Proview, 1lb	Lb.	\$ 0.79	\$ 79.00
21	100	Chicken, Ground, Mechanically Separated, Turkey, Proview, 1lb	Lb.	\$ 0.79	\$ 79.00
22	100	Chicken, Ground, Perdue, 1lb	Lb.	\$ 1.22	\$ 122.00
23	780	Cookie, Duplex Crème, Lil Dutch Maid, 12/32 oz	case	\$ 21.50	\$ 16,770.00
24	800	Fruit Cocktail, Packed in Juice, Unsweetened, USDA Grade "A", Northeast, 6/#9	case	\$ 32.45	\$ 25,960.00
25	600	Fruit, Peaches, Sliced, Diet, USDA Grade "A", in Juice, Unsweetened, Northeast, 6/#10	case	\$ 29.95	\$ 17,970.00
26	600	Fruit, Pears, Diced in Juice, USDA Grade "A", Unsweetened, Northeast, NIFDA, 6/#10	case	\$ 29.44	\$ 17,664.00
28	104	Juice Base, Breakfast, Apple, Bombay, 12/33oz	case	\$ 23.60	\$ 2,454.40
29	104	Juice Base, Breakfast, Grape, Bombay, 12/33oz	case	\$ 33.60	\$ 3,494.40
31	10	Milk, Nonfat Dry, FFE, 50 lb	bag	\$ 80.00	\$ 800.00
32	12	Milk, Soy Mix, Instant, Cargill, 50 lb	case	\$ 37.00	\$ 444.00
33	840	Pasta, Egg Bows, Large, Pasta USA, 10 lb	case	\$ 11.00	\$ 9,240.00
34	12	Peanut Butter, Stratford Farms, 6/ 5 lb	case	\$ 58.60	\$ 703.20
35	12	Pie Filling, Apple, Musselman, 6/#10	case	\$ 41.43	\$ 497.16
36	140	Potato, Mashed, Idaho Pacific, 6/56 oz	case	\$ 36.00	\$ 5,040.00
37	40	Potato, Sweet Cut, Northeast, 6/#11	case	\$ 21.80	\$ 872.00
38	160	Potato, Whole, Packer, 6/#10	case	\$ 26.70	\$ 4,272.00
39	12	Pudding, Butterscotch, Ready-to-Serve, 6/#10	case	\$ 24.00	\$ 288.00
40	12	Relish, Admiration, 4/1gal	case	\$ 19.60	\$ 235.20
41	10	Salad, Cole Slaw, Betty's, 30 lb	each	\$ 38.60	\$ 386.00
42	20	Salad, Macaroni, Betty's, 10 lb	each	\$ 13.70	\$ 274.00
43	20	Salad, Potato, Betty's, 30 lb	each	\$ 38.80	\$ 776.00
44	360	Sauce, Chili, Furmanos, 6/#10	case	\$ 24.66	\$ 8,877.60
45	12	Sauce, Worcestershire, Admiration 4/1gal	case	\$ 15.60	\$ 187.20
46	20	Sauerkraut, Star Cross, 6/#10	case	\$ 22.70	\$ 454.00
62	78	Sugar, Packets, Diamond Crystals, 2m/cs	case	\$ 10.20	\$ 795.60
63	52	Sugar, Granulated, Walrus, 50 lb	each	\$ 33.00	\$ 1,716.00
64	140	Syrup, Pancake, Imitation, Red Barn, 4/1 gal	case	\$ 13.90	\$ 1,946.00
65	12	Tea bags, Packer, 10/100 ct	case	\$ 25.30	\$ 303.60
66	416	Tomatoes, Diced, Choice, in juice, Furmano, 6/#10	case	\$ 15.90	\$ 6,614.40
67	150	Tuna, Chunk Light Water Pack, Chicken of the Sea, 6/66.5 oz	case	\$ 55.00	\$ 8,250.00
68	360	Vegetable, Carrots, Diced, Sunny Farms, 6/# 10	case	\$ 18.30	\$ 6,588.00

69	300	Vegetable, Corn, Seneca, 6/#12	case	\$ 21.66	\$ 6,498.00
70	300	Vegetable, Green Beans, Del Monte, 6/#11	case	\$ 19.20	\$ 5,760.00
71	180	Vegetable, Mixed, Packer/ Cariere, 6/#10	case	\$ 21.00	\$ 3,780.00
72	270	Vegetable, Peas, Green, USDA Grade "A", Med #4, Hanover, 6/#10	case	\$ 18.00	\$ 4,860.00
73	180	Vegetable, Wax Beans, Cut, USDA Grade "A", Packer, 6/#10	case	\$ 19.90	\$ 3,582.00
		<b>Estimated Total Expenditure</b>			<b>\$ 228,069.11</b>

- C. Adopt a resolution authorizing the award and Director of Contract & Procurement to execute as result of Invitation to Bid #11-24-JR, Oxygen, Medical Grade, a contract for a period of 1 year for the Berks Heim as follows:

	<b>Praxair Distribution Mid-Atlantic dba GTS-Welco</b>		
<b>Description</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>
Medical grade oxygen in "D" aluminum cylinders	9	\$ 1.94	\$ 17.46
Medical grade oxygen in "E" aluminum cylinders	6,065	\$ 1.94	\$ 11,766.10
Rental of "D" cylinders	8	\$ 0.40	\$ 3.20
Rental of "E" cylinders	210	\$ 0.40	\$ 84.00
Emergency delivery surcharge	6	\$ 0.00	\$ 0.00
Same day delivery surcharge	6	\$ 0.00	\$ .00
<b>TOTALS</b>			<b>\$ 11,870.76</b>

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.

**Berks County Agricultural Land Preservation**

- A. Adopt a resolution authorizing execution by Commissioner Chair Christian Y. Leinbach and Sandy Graffius, County Controller, of the Certification of County Funds for 2012 Program Year in the amount of \$2,543,289.00 for the purpose of purchasing agricultural conservation easements, pursuant to the Agricultural Security Law, as amended, and provided there are no major changes in available State funding. Tami Hildebrand, Executive Director, attended the meeting and offered a breakdown of the funding revenues. The Commissioners commented that the award of funds to preserve property is done strictly by a ranking process. Victoria Kintzer, an Agricultural Land Preservation Board member also attended the meeting and thanked the Board for their continued support of the Agricultural Land Preservation program. Ms. Hildebrand commented there about 63,500 acres of farmland preserved in Berks County, and Berks County ranks third in the nation in land preservation.

**Aging**

- A. Adopt a resolution authorizing a name change for the Berks County Office of Aging to the Berks County Area Agency on Aging effective February 1, 2012. Kathy Monroe, Executive Director, attended the meeting and commented that under the Older Americans Act of 1965 we were designated as the Berks County Area Agency on Aging. Somewhere along the way Berks County Office of Aging was used. Ms. Monroe commented the Office is basically reclaiming the original name as it was intended to be used.

**Emergency Services**

- A. Adopt a resolution of the following Access Easement Agreement in regard to the Berks County Emergency Response Radio Project:
  1. Thomas and Cindy Biehn – Bally Site
- A. Adopt a resolution authorizing Brian Gottschall, Director of Emergency Services to execute Change Order No. 01-04 to the Contract with Pyramid Network Services, LLC, Glenmont, New York, for the furnishing and labor for the City Hall Site to provide electrical/grounding installation, equipment room renovation and HVAC installation, increasing the amount of the contract by \$69,463.80 in regard to the Berks County Public Safety Radio Project.

**Facilities**

- A. Adopt a resolution authorizing execution of the AIA C132-2009 contract between the County of Berks and the Quandel Construction Group, Inc. to provide construction management services for the asbestos abatement and demolition of the Old Berks Heim Building at a fixed fee of \$119,594.00. Ryan Hunter will attend the meeting to answer any questions.
- B. Adopt a resolution authorizing amending Resolution No. 19-12 to reflect the correct contract amount of \$21,700.00, which includes the tabulation summary of design fees for all consultants for the Veterans' Affairs Office fit-out project. Commissioner Scott commented that as a point of order, the \$21,700 is not the final cost of engineering. According to footnotes supplied by Facilities, Stackhouse Bensinger will be providing an additional estimate for additional work that indicate somewhere in the area of \$5,000.00 additional for ADA parking and related services.

**IV. REPORTS OF COMMISSIONERS**

- A. Adopt a resolution of the Berks County Board of Commissioners supporting the renewal of the Growing Greener Program offered by the Commonwealth of Pennsylvania; and further authorizes forwarding a signed copy of the Resolution to Governor Corbett and the County's respective state legislators. Commissioner Barnhardt commented that this information was

passed on by Planning Commission Board Chair Joe Griffin. Commissioner Barnhardt further reported that in the two previous Grower Greener rounds the County has received over \$31 million, some of which went to the Antietam Lake Dam repairs and to the Agricultural Land Preservation Program.

**Commissioner Barnhardt**

**Commissioner Scott**

**Commissioner Leinbach**

- A. Adopt a resolution authorizing the appointment of Jay Worrall of Reading, Pennsylvania to the Berks County Parks and Recreation Board for a term expiring March 10, 2014; replacing Dorian Smith, who resigned.
- B. Adopt a resolution authorizing the appointment of Robert Ludgate, Sr., of Reading, Pennsylvania as Chairman of the Berks County Agricultural Land Preservation Board for a term ending December 31, 2012; replacing Dr. Robert C. Ziegenfus. Commissioner Leinbach clarified the fact that Dr. Ziegenfus will remain on the Board, just not as Chair.

Commissioner Scott commented that as a point of order, the By-Laws of the Agricultural Land Preservation Board empower the Chair of the Board to make the appointment of the Chair of the Agricultural Land Preservation Board. Commissioner Scott further commented that he feels it unnecessary and inconsistent with the By-Laws to go through the motions of adopting a resolution. Therefore, it was determined the action to adopt a resolution was not necessary and should not be moved forward. Since Mr. Ludgate attended the meeting, Commissioner Leinbach appointed Mr. Ludgate Chair of the Agricultural Land Preservation Board.

There being no further business the meeting adjourned at 11:15 A.M.

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk