

Commissioners' Board Meeting
Thursday, January 8, 2004

The Berks County Board of Commissioners met in regular session on Thursday, January 8, 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 Judy Schwank called the meeting to order with Commissioner Tom Gajewski, Commissioner Mark Scott, Solicitor Alan S. Miller, and Acting Chief Clerk William E. Dennis in attendance.

Commissioner Schwank followed with a moment of silence and Pledge of Allegiance to the Flag.

On motion by Commissioner Scott, seconded by Commissioner Schwank, the minutes of the December 18, 2003 Commissioners' meeting were approved as presented.

Commissioner Schwank welcomed newly elected Commissioner Tom Gajewski and Controller Sandy Graffius. Commissioner Schwank then called on Kerry Kaucher who introduced the committee members of the Family Style Celebration. Mr. Kaucher and others informed the Commissioners that the event was well supported by the community, that the event is needed for the community and that the event is a great mix of diversity giving people an option to celebrate the new year. Commissioner Gajewski encouraged attendance of the event and congratulated the committee members. Commissioner Schwank stated her appreciation to AFSCME members who participated in the event.

On motion by Commissioner Scott, seconded by Commissioner Gajewski, with Commissioner Schwank concurring the following items listed under "Consent Agenda" were approved:

1. Adopt the following Resolutions:

- 03-04 A. Adopt Resolution authorizing subsidized adoption of a male child born 2/27/03 on request of BCCYS and in accordance with applicable federal regulations, at the rate of \$10.00 per day Maintenance, including physical and mental health care, and \$500.00 legal cost plus filing fees (Case Number 817).

- 04-04 B. Adopt Resolution authorizing subsidized adoption of a male child born 7/24/03 on request of BCCYS and in accordance with applicable federal regulations, at the rate of \$11.00 per day Maintenance, including physical and mental health care, and \$500.00 legal cost plus filing fees (Case Number 20424).

- 05-04 C. Adopt Resolution authorizing subsidized adoption of a male child born 11/24/02 on request of BCCYS and in accordance with applicable federal regulations, at the rate of \$10.00 per day Maintenance, including physical and mental health care, and \$500.00 legal cost plus filing fees (Case Number 22151).
- 06-04 D. Adopt Resolution authorizing Continuation of Maintenance for a female child born 12/30/85, on request of BCCYS and in accordance with applicable federal regulations, effective 12/30/03 through 2/1/04 in the form of Purchased Care from Bethany Children's Home Shelter Care Program at the per diem rate of \$152.00 to allow child to pursue her GEC certification while attending Job Corps.
- 07-04 E. Adopt Resolution authorizing Continuation of Maintenance for a female child born 1/10/85, on request of BCCYS and in accordance with applicable federal regulations, effective 1/10/04 through 5/30/04 in the form of Purchased Care from Church of Brethren Youth Services at the per diem rate of \$65.00 to allow for completion of high school.
- 08-04 F. Adopt Resolution authorizing Continuation of Maintenance for a male child born 2/7/86, on request of BCCYS and in accordance with applicable federal regulations, effective 2/7/04 through 2/7/05 in the form of Purchased Care from Open Door CYC, Inc. Kinship Care Program at the per diem rate of \$64.00 to allow for completion of high school.
- 09-04 G. Adopt Resolution authorizing an increase in Maintenance subsidy from \$10.00 per day to \$16.00 per day for a male child born 4/28/92 on request of BCCYS and in accordance with applicable federal regulations (Case Number 7861).
- 10-04 H. Adopt Resolution authorizing an increase in Maintenance subsidy from \$16.00 per day to \$22.50 per day for a male child born 9/13/92 on request of BCCYS and in accordance with applicable federal regulations (Case Number 6398).
- 11-04 I. Adopt Resolution authorizing opening of the Berks County Budget for the Year 2004 and further, to authorize the Board of Commissioners to take any and all necessary steps regarding the revision of such budget.
- 12-04 J. Adopt Resolution authorizing William Dennis, County Administrator, to handle various personnel matters as directed by the Board of Commissioners.
- 13-04 K. Adopt Resolution authorizing 2003 Budget Transfers in the total aggregate amount of \$1,131,752.00; 2003 Budget Appropriations in the total aggregate amount of \$103,582.00; 2004 Budget Transfers in the total aggregate

amount of \$250,000.00; and 2004 Budget Appropriations in the total aggregate amount of \$120,000.00 per listing dated December 29, 2003.

- 14-04 L. Adopt Resolution authorizing execution of Contract Agreements/ Amendments as furnished by the Contract Coordinator, per attached listing dated 12/30/03.
 - 15-04 M. Adopt Resolution authorizing the purchase, installation and implementation of an Integrated Human Resources/Payroll Software System from Cort Directions at a total estimated cost of \$442,160.00.
 - 16-04 N. Adopt Resolution authorizing the purchase, installation and implementation of Time/Attendance/Scheduling software from SmartLinx Solutions at a total estimated cost of \$265,593.00.
 - 17-04 O. Adopt Resolution authorizing execution of the Addendum to Lease Agreement between Gerald A. and Jean A. Epting and the County of Berks for office space for District Justice Gloria Stitzel.
2. Authorize payment of invoices under the following Community Development Disbursement Vouchers:
 - a. No. 2056 – Community Development Block Grant Program
 - b. No. 453 – HOME Grant Program
 - c. No. 1200 – Property Rehabilitation Program
 - d. No. 2054-PS – State Emergency Shelter Program
 - e. No. 2055-S – Emergency Shelter Program
 3. Authorize refund of 2002 and 2003 County Property Taxes at the request of the Board of Assessment Appeals (attached list).
 4. Award Invitation to Bid #03-25 for the furnishing of window washing services to Northeastern Building Maintenance Services Systems, Inc., 4403 Locust Lane, Harrisburg, PA 17109 at their bid price of \$17,596.08. This includes an annual cleaning of all windows in the Services Center and Courthouse buildings and monthly cleanings of cross walk windows and lobby windows.
 5. Authorize execution of Certification to the State Tax Equalization Board, of a list of conveyances or transfers of real estate during the month of November 2003.
 6. Authorize utilization of temporary service for the Chief Clerk's Office from 1/5/04 through 1/16/04. Rate not to exceed \$15.90/hour.

Non-Consent Agenda Items:

1. Receive weekly reports of Treasurer dated December 24, 2003 and January 8, 2004.
2. Authorize payment of bills for week ending January 9, 2004 as presented by the County Controller. Commissioner Schwank complimented Controller Graffius on the detail of her report.

Additional Comments:

1. Commissioner Scott expressed his appreciation to the County Administrator for his efforts in making the transition of leadership as seamless as possible, particularly as regarded personnel matters.
2. Commissioner Schwank added her appreciation, citing the need to establish the position of County Administrator in order to allow the Commissioners to focus on policy matters.
3. Commissioner Gajewski also stated his appreciation to the County Administrator for his patience in providing information and assisting the Commissioner in assuming office.

Citizen Comments/Business from the Floor

No comments were received.

With no further business to come before the Board, the meeting was adjourned at 11:10 AM.

Respectfully Submitted,

William E. Dennis, Acting Chief Clerk