

COUNTY OF BERKS
COMMISSIONERS' BOARD MEETING AGENDA
June 6, 2023

Christian Y. Leinbach, Commissioner, Chair
Michael S. Rivera, Commissioner
Lucine E. Sihelnik, Commissioner
Christine M. Sadler, Esq., County Solicitor
Kevin S. Barnhardt, Chief Operations Officer
Carmen Torres, Chief Clerk

CALL TO ORDER – 10:00 A.M.

Observe a moment of silence followed by the Pledge of Allegiance to the Flag led by Christian Y. Leinbach, Commissioner Chair.

APPROVAL OF MINUTES

Approve the June 1, 2023, meeting minutes.

NOTICE:

Public comment will be accepted in person and through the Q&A function. Please include your first name, last name and municipality for all comments. Any comments without name and municipality will not be considered. Each citizen can submit one comment. Comment length is dictated by limitations of the platform being used (Teams Q&A, Facebook, YouTube). In person comments will be accepted first, followed by comments submitted virtually. The meeting comment period is limited to a total of 30 minutes including both in person and virtual comments. This time period may be extended at the discretion of the Board. Please be concise. Comments that are germane to County business will be read during the meeting and should not be considered to be interactive dialog with the Commissioners. The County Solicitor shall be the final arbiter of whether a comment is germane and should be read. Any Commissioner response to public comment will be done at the discretion of the Commissioners.

PUBLIC COMMENT ON AGENDA ITEMS

AGENDA ITEMS

1. Authorizing:

Budget Department

- 208.2023 A. Adopt a resolution authorizing 2023 Appropriations in the amount of \$2,810,576 per listing dated June 1, 2023.

Human Resources

209.2023 A. Adopt a resolution authorizing Human Resources Recommendations dated June 6, 2023, as follows:

1. Authorize the appointment of Karlee Neiswender to PC013505 Client Services Coordinator, Public Defenders, effective 06/14/2023. Rate of \$43,000/annually. Salary range minimum \$35,087; Midpoint \$46,783; Maximum \$58,478. Replacement for Amy Eckert who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.

Commissioner Leinbach

210.2023 A. Adopt a resolution authorizing the reappointment of Wanda Colon, Reading, Pennsylvania to the Reading Area Community College Board of Trustees for a 6 year term expiring on June 30, 2029.

Commissioner Sihelnik

211.2023 A. Adopt a resolution authorizing the reappointment of Gary Rightmire, Reading, Pennsylvania to the Reading Area Community College Board of Trustees for a 6 year term expiring on June 30, 2029.

212.2023 B. Adopt a resolution authorizing the reappointment of Samie A. Alley, Wyomissing, Pennsylvania to the Reading Area Community College Board of Trustees for a 6 year term expiring on June 30, 2029.

Commissioners

213.2023 A. Adopt a resolution authorizing Kevin S. Barnhardt, Chief Operations Officer, to execute and deliver the lease agreement known as Lease Contract Number 57-42011-22-FA for Leasehold Interest in Real Property at Berks County Agricultural Center, 1238 County Welfare Road, Suite G100, Leesport, PA 19533-9199 (the "Lease") between the United States Department of Agriculture ("USDA") and the County of Berks, Pennsylvania, for a term of twenty years, with ten years firm, and to further execute and deliver Lease Amendment No. 1 to the Lease to provide for the partial beneficial occupancy by the USDA of space in the Berks County Agricultural Center during the period commencing August 1, 2023, while the tenant improvements provided for under the terms of the Lease are being completed.

- 214.2023 B. Adopt a resolution authorizing Christine M. Sadler, County Solicitor, to execute the retainer letter with Barley Snyder, LLP, to perform legal work and training on behalf of the County of Berks as assigned by the County Solicitor.
- 215.2023 C. Adopt a resolution declaring an emergency concerning the damages to the Greisemer's Covered Bridge in Oley Township, Pennsylvania, on May 29, 2023, resulting in the closure of Sprangsville Road at the bridge and further authorizing Kevin S. Barnhardt, Chief Operations Officer and/or Larry Medaglia, Jr., Deputy Chief Operations Officer, to execute the permit applications and contract documents necessary to conduct the repairs required to reopen the bridge to vehicle traffic at the earliest possible time at a cost not to exceed Two Hundred Fifty Thousand Dollars (\$250,000.00).
- 216.2023 D. Adopt a resolution authorizing the Berks County Chief Operations Officer, and in their absence the Deputy Chief Operations Officer, to enact and rescind, via resolution, temporary countywide bans on outdoor burning ("burn bans") pursuant to the procedure and requirements set forth in 16 P.S. § 13201, et seq., (1995 Act 52) and with the concurrence of the Berks County Director of Emergency Services.
- 217.2023 E. Adopt a resolution authorizing Brandy Neider, Children and Youth Services, Administrator to execute the IV-E Protocol for Berks County Children Youth Services (BCCYS) and Berks County Domestic Relations Section (DRS), committing to a written protocol regarding the handling of Title IV-E cases.
2. Motion to authorize execution of Contract Agreements/Amendments as set forth on Contract Agenda listing dated June 1, 2023.
 3. Motion to authorize execution of the payments and electronic transfers for week ending June 8, 2023, subject to final review and approval of the Chief Operations Officer.
 4. Motion to authorize execution of the payments and electronic transfers for week ending June 15, 2023, subject to final review and approval of the Chief Operations Officer.
 5. Motion to authorize execution of employee payroll disbursements dated June 20, 2023, subject to final review and approval of the Chief Operations Officer.

AGENDA APPROVAL**REPORTS OF TREASURER AND CONTROLLER**

1. Socrates J. Georgeadis, Acting County Treasurer
2. Sandy Graffius, County Controller

REPORT OF CHIEF OPERATIONS OFFICER

COMMISSIONERS' COMMENTS

Commissioner Rivera

Commissioner Sihelnik

Commissioner Leinbach

ROW OFFICERS' COMMENTS

PUBLIC COMMENT

ADJOURNMENT

**Commissioners' Board Meeting Minutes
June 1, 2023 (Draft for approval June 6, 2023)**

The Berks County Board of Commissioners met in a regular session on Thursday, June 1, 2023, at 10:00 A.M. in the Commissioners' Boardroom, 13th floor of the Berks County Services Center, and via Microsoft Teams Live, YouTube, and Facebook, pursuant to due notice to Board members and the public.

Commissioner Chair Christian Y. Leinbach called the meeting to order, with Commissioner Michael S. Rivera in attendance. Also present were Christine M. Sadler, Solicitor; Kevin S. Barnhardt, Chief Operations Officer; Larry Medaglia Jr., Deputy Chief Operations Officer; and Carmen Torres, Chief Clerk.

Commissioner Leinbach opened the meeting with a moment of silence, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

The May 25, 2023 Commissioners' meeting minutes were approved as presented.

Commissioner Leinbach noted that several Executive Sessions were held; one session was held on May 25, 2023, dealing with personnel. There were three sessions held on May 31, 2023, two sessions dealing with personnel and one dealing with personnel, litigation, and real estate.

PUBLIC COMMENT ON AGENDA ITEMS

No comments

AGENDA ITEMS

Commissioner Rivera motioned to approve the agenda as presented; Commissioner Leinbach seconded the motion; there being no further discussion, the motion carried.

1. Authorizing:

199.2023 Adopt a resolution authorizing 2023 Transfers in the amount of \$1,657,914 and 2023 Appropriations in the amount of \$1,464,523 per listing dated May 26, 2023.

200.2023 Adopt a resolution authorizing Human Resources Recommendations dated June 1, 2023, as follows:

1. Authorize the appointment of Bradley Reinert to PC013629 Fleet Operations Manager, Facilities & Operations, effective 06/07/2023. Rate of \$70,000/annually. Salary range minimum \$52,487; Midpoint \$69,982; Maximum \$87,478. New position created by Salary Board on 04/06/2023. This request meets the criteria of the Hiring Policy. Budget 10000 – 11030.

Commissioners' Meeting

June 1, 2023

- 201.2023 Adopt a resolution authorizing a recommendation to award and the Director of Contracts & Procurement to execute as a result of Invitation to Bid #23-08-GR a contract for the Berks County Bridge No. 56A Ebling Memorial Bridge Replacement Project as identified herein:

Kinsley Construction, Inc.

1110 East Princess Street
York, PA 17403

Total Bid Amount Not to Exceed: \$3,768,025.00

- 202.2023 Adopt a resolution authorizing the reappointment of Manuel Perez, Reading, Pennsylvania, to the Reading Area Community College Board of Trustees for a 6-year term expiring on June 30, 2029.
- 203.2023 Adopt a resolution authorizing a letter of support for the Borough of Wyomissing's Flood Mitigation Program (FMP) grant application for the stormwater improvement project at the intersection of Brandywine Road and Lincoln Avenue.
- 204.2023 Adopt a resolution authorizing a County match of \$486,408 to the South Central Transit Authority (SCTA) for local operating financial assistance pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2023-24.
- 205.2023 Adopt a resolution authorizing Christian Y. Leinbach, Chair, to execute the letter of engagement with MaherDuessel to perform an audit of the financial statements of the Berks County 9-1-1 Program as requested by the Pennsylvania Emergency Management Agency ("PEMA") for years ending December 31, 2021 and 2022.
- 206.2023 Adopt a resolution amending resolution no. 206-2021 authorizing the change to the membership category for Auria Bradley, Associate Vice President of Workforce & Continuing Education, Reading, PA, to reflect Education (C.I.) representative administering adult education and literacy programs under WIOA Title II, for her current Berks County Workforce Development Board term expiring June 30, 2024.
- 207.2023 Adopt a resolution authorizing Justin Loose, Chief Information Officer as a signer and Kevin S. Barnhardt, Chief Operations Officer, as co-signer on all letters of support for carriers submitting their broadband proposals to the state Broadband Authority seeking grant funding.

Commissioners' Meeting

June 1, 2023

- 2. Motion to authorize execution of Contract Agreements/Amendments as set forth on Contract Agenda listing dated May 26, 2023. There were a total of 10 contracts and the departments were listed.
- 3. Motion to authorize execution of the payments and electronic transfers as set forth on Controller's Office vouchers listing dated June 1, 2023.
- 4. Motion to authorize execution of employee payroll disbursements dated June 6, 2023.

AGENDA APPROVAL

REPORTS OF TREASURER AND CONTROLLER

- 1. Socrates Georgiadis, Acting County Treasurer, presented the weekly Treasurer's report.
- 2. Sandy Graffius, Controller, presented the Controller's report

REPORT OF CHIEF OPERATIONS OFFICER

He brought attention to the Kinsley Construction contract approved today under Purchasing agenda for the Ebling Memorial Bridge construction project. The contract transfers ownership of the Ebling Memorial Bridge to Muhlenberg Township. He thanked Muhlenberg Township for their partnership on this project.

COMMISSIONERS' COMMENTS

Commissioner Rivera

He noted that the Commissioners attended several parades over the Memorial Day weekend. He reminded everyone of the next Commissioners' meeting on Tuesday, June 6th, at 10:00 AM. He invited everyone to the GoggleWorks kickoff for the First Friday event and detailed the many activities scheduled. He also reminded everyone of the Mid-Atlantic Air Museum kickoff event being held this weekend at the Reading Regional Airport.

Commissioner Sihelnik

Not present

Commissioner Leinbach

He spoke about the Mid-Atlantic Air Museum World War II weekend and shared some videos and pictures from the 2017 reenacting parade held downtown. He gave a detailed schedule for the weekend event being held at the Reading Regional Airport through Sunday, June 4th.

ROW OFFICERS' COMMENTS

No comments

PUBLIC COMMENT

See Q&A attached

ADJOURNMENT

There being no further business, Commissioner Leinbach adjourned the meeting at 10:25 a.m.

Respectfully Submitted,

Carmen Torres, Chief Clerk

Source	Type	Identity	Timestamp	Conversation Id	Content
Moderator	Announcement	IS Production (ISProduction@countyofberks.com)	5/26/2023 14:37	f9a7a567-4394-4dc5-b436-5053a0b6dee1	Public comment will be accepted in person and through the Q&A function. Please include your first name, last name and municipality for all comments. Any comments without name and municipality will not be considered. Each citizen can submit one comment. Comment length is dictated by limitations of the platform being used (Teams Q&A, Facebook, YouTube). In person comments will be accepted first, followed by comments submitted virtually. The meeting comment period is limited to a total of 30 minutes including both in person and virtual comments. This time period may be extended at the discretion of the Board. Please be concise. Comments that are germane to County business will be read during the meeting and should not be considered to be interactive dialog with the Commissioners. The County Solicitor shall be the final arbiter of whether a comment is germane and should be read. Any Commissioner response to public comment will be done at the discretion of the Commissioners.
Attendee	Question	IS From YouTube (Unverified)	6/1/2023 14:07	897870a3-0f6b-4658-afb5-cec0ddb054ee	Marie from Oley - nik0022A Questions: 1. What was the reason the rail road was no longer used?
Moderator	Response	Leinbach, Christian Y (CLeinbach@countyofberks.com)	6/1/2023 14:11	897870a3-0f6b-4658-afb5-cec0ddb054ee	What RR?(IS From YouTube (Unverified) asked "Marie from Oley - nik0022A Questions: 1. What was the reason the rail road was no longer used?")
Attendee	Question	IS From YouTube (Unverified)	6/1/2023 14:07	8dfc44b-3171-4125-bab2-af946f6ff95e	Marie from Oley - nik0022A Question 2. Please post the link to the documents supporting your agenda. especially financial where money are coming from and where they are allocated. It isnt transparent * is not possible to find
Attendee	Question	IS From YouTube (Unverified)	6/1/2023 14:08	ce0d911a-63a7-4c56-adf2-fa9d8dc099ab	I let her know she may ask one question and should read the public comment notice.
Attendee	Question	IS From YouTube (Unverified)	6/1/2023 14:08	c6539a51-7aae-4510-bf59-3bb1701530b2	Marie Oley - nik0022A Question #1 and the other just to post the linkplease

June 1, 2023

To: Carmen Torres, Chief Clerk

From: Robert Patrizio - Director of Budget & Finance

Please include the attached "Budget Transfer/Appropriation Requests" on the Commissioner's Meeting Agenda for the week of June 6, 2023.

TRANSFERS 2023

Department Name	Fund	Transfer From/Credit Acct. #				Grant	Account Name	Department Name	Fund	Transfer To/Debit Acct. #				Grant	Account Name	Amount
		Dept	Prog	Acct	Proj					Dept	Prog	Acct	Proj			
2023 Transfers Total															\$ -	

APPROPRIATIONS 2023

	Department Name	Fund	Revenue / Credit Acct. #				Grant	Account Name	Department Name	Fund	Expense / Debit Acct. #				Grant	Account Name	Amount
			Dept	Prog	Acct	Proj					Dept	Prog	Acct	Proj			
1	Children Services - General	22026	23200	10962	55000	000000	000000	Grant Revenue - Federal	Children Services - General	22026	23200	10962	63600	000000	000000	Payments To Institutions	\$ 111,163
2			General Fund - Fund Balance						Facilities	10000	11030	10020	81120	200416	000000	Buildings & Improvements	\$ 2,699,413
2023 Appropriations Total															\$ 2,810,576		

1 Appropriating unspent Family First Prevention Services funding from prior years for spending in 2023. Grant period ends June 30, 2023.

2 Appropriating General Fund fund balance to provide for higher than anticipated construction costs calculated from bid results for the Agriculture Center facility upgrades.

Commissioners' Meeting
HUMAN RESOURCES RECOMMENDATION
June 6, 2023

1. Authorize the appointment of Karlee Neiswender to PC013505 Client Services Coordinator, Public Defenders, effective 06/14/2023. Rate of \$43,000/annually. Salary range minimum \$35,087; Midpoint \$46,783; Maximum \$58,478. Replacement for Amy Eckert who was promoted. This request meets the criteria of the Hiring Policy. Budget 10000 – 11570.



COUNTY OF BERKS
Purchasing Department

MEMORANDUM

DATE: Thursday, June 1, 2023

TO: The Board of Commissioners & the Chief Clerk

RE: Agenda Items – Commissioners’ Meeting

Please include the contract listings outlined in this Memorandum for inclusion on the Agenda for the Commissioners’ meeting scheduled for **Tuesday, June 6, 2023**, for approval and formalization. Details are as follows:

- 1. Contract Type & #:** Amendment #4 to Agreement #PSA-613989-21

Department: Children and Youth Services

Vendor: **Children’s Home of Reading Youth and Family Services**

Term: Effective Date: January 1, 2023
Expiration Date: October 31, 2023

Funding Source: 13% County, 51% State, 32% Federal, 4% Other

Description & Amount: This Amendment serves to record the legal name change of Community Prevention Partnership to Children’s Home of Reading Youth and Family Services with offices for the provision of In-home services to clients as referred by Children and Youth Services.

- 2. Contract Type & #:** Amendment #2 to Agreement #PSAP-617738-22
- Department:** Children and Youth Services
- Vendor:** **Diversified Treatment Alternative Center, LLC**
- Term:** Effective Date: July 1, 2023
Expiration Date: June 30, 2024
- Funding Source:** 13% County, 51% State, 32% Federal, 4% Other
- Description & Amount:** This Amendment serves to replace Attachment A-2, Fee Schedule with Attachment A-3, Fee Schedule, effective July 1, 2023 to June 30, 2024 for the provision of placement services to County clients as requested by Children and Youth Services. The revised rates per diem shall not exceed the following for the term: Specialized Foster Care at \$106.99, CRR/Host Home at \$23.18, Residential - Lewisburg at \$390.00, Residential – Danville at \$390.00, Cottage A – West Wing at \$290.00, Cottage B- West Wing at \$290.00, Bed Hold Rate 5+ Days at 50% of per diem. The estimated amount is \$38,584.00 during this term.
- 3. Contract Type & #:** Grant Funding Agreement - Agreement #AGA-07-22
- Department:** Commissioners
- Grantee:** **Berks Military History Museum**
- Term:** Effective Date: June 1, 2023
Expiration Date: December 31, 2024
- Funding Source:** 100% County
- Description & Amount:** The County has determined that Grantee provides services that are necessary for the community development and economic well-being of County residents. The COVID-19 pandemic has negatively impacted the County and its residents, and the Grantee will be undertaking a project that provides a positive lasting legacy and long-term impact on the County and its residents. As a result, the County is providing a grant agreement which shall not exceed the lesser of 25% of the total project cost or \$250,000.00 for Grantee’s construction and expansion of the Military History Museum located in Mohnton.

- 4. Contract Type & #:** Amendment #1 to Grant Funding Agreement #AGA-32-22
- Department:** Commissioners
- Grantee:** **Olivet Boys & Girls Club**
- Term:** Effective Date: June 1, 2023
Expiration Date: December 31, 2024
- Funding Source:** 100% County
- Description & Amount:** This Amendment serves to modify Sections 4(c) and 4(d) of this Agreement for the Grantee to update the safety and infrastructure of their facility by extending the term to December 1, 2024. The amount shall not exceed the lesser of 25% of the total project cost or \$475,400.00. All other terms and conditions shall remain the same.
-
- 5. Contract Type & #:** Amendment #1 to Grant Funding Agreement #AGA-33-22
- Department:** Commissioners
- Grantee:** **Ontelaunee Township**
- Term:** Effective Date: June 1, 2023
Expiration Date: December 31, 2024
- Funding Source:** 100% County
- Description & Amount:** This Amendment serves to modify Sections 4(c) and 4(d) of this Agreement for the Grantee to upgrade Pump Station #7 and replace the existing force main by extending the term to December 1, 2024. The amount shall not exceed the lesser of 25% of the total project cost or \$230,025.00. All other terms and conditions shall remain the same.
-
- 6. Contract Type & #:** Amendment #1 to Grant Funding Agreement #AGA-46-22
- Department:** Commissioners
- Grantee:** **Township of Spring**
- Term:** Effective Date: June 1, 2023
Expiration Date: December 31, 2024
- Funding Source:** 100% County
- Description & Amount:** This Amendment serves to modify Sections 4(c) and 4(d) of this Agreement for the Grantee to upgrade an interceptor in the sanitary sewer system from 18-inch diameter to 30-inch diameter by extending the term to December 1, 2024. The amount shall not exceed the lesser of 25% of the total project cost or \$765,000.00. All other terms and conditions shall remain the same.

7. **Contract Type & #:** Vendor Contract – Agreement #VC-261651-23
Department: Information Services
Vendor: **EMInterlink, LLC d.b.a. CENet Solutions, Inc.**
Term: Effective Date: April 1, 2023
Expiration Date: May 31, 2026
Funding Source: 100% County
Description & Amount: The County is engaging the Vendor for the provision of maintenance services for Mitel phone equipment for the County of Berks. The amount shall not exceed \$212,295.44 during this term.
8. **Contract Type & #:** Supplement to Agreement #VC-261651-23
Department: Information Services
Vendor: **Mitel Networks Corporation**
Term: Effective Date: June 6, 2023
Expiration Date: Until Terminated
Funding Source: No Cost to the County
Description & Amount: This document serves to change the assigned phone licenses from Frontier to CENet to allow license access to CENet. There shall be no cost to the County during this term.
9. **Contract Type & #:** Vendor Contract – Agreement #VC-263273-23
Department: Jail System
Vendor: **PAC Industries LLC**
Term: Effective Date: June 6, 2023
Expiration Date: N/A
Funding Source: 100% Inmate Welfare Fund
Description & Amount: The County is engaging the Vendor to purchase new washers and dryers for the laundry operations of the Berks County Jail System in accordance with the Vendor’s Costars Agreement #036-E23-047. The amount shall not exceed \$47,858.25.

10. Contract Type & #: Purchase of Services Agreement – Agreement #PSA-625304-23
Department: Juvenile Probation Office
Vendor: **Preventative Aftercare, Inc.**
Term: Effective Date: July 1, 2023
Expiration Date: June 30, 2025
Funding Source: 13% County, 51% State, 32% Federal, 4% Other
Description & Amount: The County is engaging the Vendor for the provision of an in-home detention program with Global Positioning System (GPS) monitoring services to County clients as requested by the Juvenile Probation Office. The rates shall not exceed the following for the term: In-Home Detention at \$46.12 each, In-Home Detention with GPS at \$53.58 each, Intensive Program with GPS Monitoring at \$61.64 each and Preventative Aftercare at \$51.92 each. The total estimated expenditure during this term is \$10,000.00.

11. Contract Type & #: Amendment #4 to Agreement #ICA-219159-19
Department: Library System
Vendor: **Interpersonal Frequency, LLC**
Term: Effective Date: July 1, 2023
Expiration Date: June 30, 2024
Funding Source: 100% State
Description & Amount: This Amendment serves to extend this Agreement for an additional one-year term for the Vendor to provide Fulcrum Cloud Services Web Hosting at a rate that shall not exceed \$14,647.00 and Solutions Engineering (maintenance) Support that shall not exceed \$21,000.00. The total amount shall not exceed \$35,647.00 during this term.