

Commissioners' Board Meeting Minutes July 28, 2011

The Berks County Board of Commissioners met in regular session on Thursday, July 28, 2011, at 10:30 A.M. 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 Mark C. Scott, Esq. called the meeting to order with Commissioner Christian Leinbach and Commissioner Kevin Barnhardt in attendance. Also present were First Assistant County Solicitor Christine Sadler and Chief Clerk Maryjo Gibson.

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

Approval of Minutes

The minutes of July 19, 2011 Commissioners' Workshop and July 21, 2011 Commissioners' Meeting were approved as presented.

Consent Agenda Items

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Leinbach and all voted unanimously to approve the items listed below:
 - 222.11 A. Adopt a resolution authorizing 2011 Budget Transfers in the amount of \$17,752.00 and 2011 Appropriations in the amount \$129,687.00 per listing dated July 22, 2011.
 - 223.11 B. Adopt a resolution authorizing Human Resources Recommendations per listing dated July 26, 2011.
 1. Authorize the appointment of Lizette Martinez to PC000247 Buyer – Purchasing, effective 7/27/2011. Rate of \$36,000/annually. Salary budgeted \$33,546/annually. Salary range Minimum \$32,443; Midpoint \$43,258; Maximum \$54,072. Replacement for Amy Fernandez who transferred. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 11180.
 2. Authorize promotion of Sonya O'Brien, PC7807 Telecommunicator Shift Supervisor to PC8713 Training/QA Officer – Department of Emergency Services, effective 8/3/2011. Rate of \$51,500/annually. Salary budgeted \$52,407/annually. Salary range Minimum \$40,520; Midpoint \$54,027; Maximum \$67,533. Replacement for Kevin Neiswender who was

promoted. This request was reviewed and has met the criteria of the Hiring Policy. Budget 51100 – 36010.

3. Authorize salary increase for Kimberly Styer, PC000247 Buyer – Purchasing Department, effective 7/27/2011. Rate of \$37,000/annually. Current Rate \$33,221/annually. Increase of \$3,779/annually. Salary budgeted \$33,234/annually. Salary range Minimum \$32,443; Midpoint \$43,258; Maximum \$54,072. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 11180.

- 224.11 C. Adopt a resolution authorizing tax forgiveness of 2009 County taxes including any penalty and interest for School Road (PIN No. 30-4401-00-46-9831) Bethel Township, owned by the Tulpehocken Area School District.
- 225.11 D. Adopt a resolution authorizing execution of a Lease between the City of Reading and the County of Berks for premises within Parcel No. 25-5317-02-76-2194 situate in Lower Alsace Township, Berks County for the development, erection and Operation of a Public Safety Radio System.
- 226.11 E. Adopt a resolution authorizing execution of the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency, State Fiscal Year 2011/2012 Hazardous Material Response Fund Grant Agreement with the Pennsylvania Emergency Management Agency in the amount of \$65,665.00 from the Hazardous Material Response Fund (HMRF) for the period July 1, 2011 through June 30, 2012 to support the requirements of SARA, Title II and the Commonwealth's hazardous material safety program.
- 227.11 F. Adopt a resolution authorizing Mark C. Scott, Esq., Chair, to execute the Supplemental General Reimbursement Agreement for Federal Aid Projects (No. 050350-D) between the Pennsylvania Department of Transportation (PennDOT) and the County of Berks for the Berne Station Bridge Project in Perry and Tilden Townships. This supplement provides the terms and guidelines that govern reimbursement for funding for the Final Design, Right-of-Way, Utility and Services during Construction phases of the project.
- 228.11 G. Adopt a resolution authorizing Mark C. Scott, Esq., Chair, to execute Supplemental Engineering Agreement 050349-E with Dewberry-Goodkind, Inc. of Carlisle, PA authorizing revisions to certain contract clauses and establishing Part II, Final Design, and Part III, Services During Construction for the Berne Station

Bridge Project in Perry and Tilden Townships at the estimated cost of \$427,593.81.

- 229.11 H. Adopt a resolution authorizing execution by Mark C. Scott as Chairman of the Board Commissioners, of TEFAP Inventory – Reimbursement Request Form for the period (April, May, June) 3rd Quarter FFY 2010/2011 and ARRA-TEFAP) Report in the amount of \$25,661.07 for distributing 213,842.20 pounds of food at \$.12 per pound, and further authorizes Margaret Bianca, Executive Director, Greater Berks Food Bank, to apply for the funds on behalf of Berks County.
- 230.11 I. Adopt a resolution authorizing execution of the AIA Contract between the County of Berks and Reynolds Construction Management, Inc., Harrisburg, Pennsylvania to provide pre-construction services, limited design, bidding services and construction oversight for renovations of the water damaged areas of the Berks County Services Center at the contract cost of \$40,700.00. Ryan Hunter commented the County will be reimbursed for the contract costs by our insurance company.
2. Motion authorizing Mark C. Scott as Chairman of the Board, to execute Contract Agreements/ Amendments as furnished by the Contract Coordinator, per listing dated July 25, 2011.
3. Motion to authorize payments set forth on Controller's Office vouchers listing dated July 26, 2011 for the week ending July 28, 2011.

Reports

1. County Treasurer Nelson Long, CPA submitted a prepared weekly Treasurer's report.
2. The Controller's weekly report was presented by Deputy County Controller Mark Hanson.

There being no further business, the meeting adjourned at 10:40 A.M.

Respectfully Submitted,

Maryjo Gibson, Chief Clerk