

## **Commissioners' Board Meeting Minutes June 16, 2011**

The Berks County Board of Commissioners met in regular session on Thursday, June 16, 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 Kevin Barnhardt in attendance. Commissioner Leinbach called in to participate and voted by telephone. Also present were Solicitor Alan Miller 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 June 7, 2011 Commissioners' Workshop and June 9, 2011 Commissioners' meetings were approved as presented.

### **Consent Agenda Items**

1. A motion was made by Commissioner Barnhardt, seconded by Commissioner Scott and all voted unanimously to approve the items listed below:
  - 175.11 A. Adopt a resolution authorizing 2010 Budget Transfers in the amount of \$28,774.00, 2010 Budget Appropriations in the amount of \$230,346.00, 2011 Budget Transfers in the amount of \$45,334.00 and 2011 Appropriations in the amount \$666,054.00 per listing dated June 10, 2011.
  - 176.11 B. Adopt a resolution authorizing Human Resources Recommendations dated June 14, 2011 as follows:
    1. Authorize the appointment of Ann Barlet to Manager of Community Outreach & Education – Office of Aging, effective 7/20/2011. Rate of \$46,500/annually. Salary range Minimum \$40,357; Midpoint \$53,809; Maximum \$67,262. New position approved on 3/15/2011. This request was reviewed and has met the criteria of the Hiring Policy. Budget 28019 – 23150.
    2. Authorize the transfer of Timothy Daley from PC8411 Criminal Justice Program Director to Temporary Truancy Initiative Coordinator – Court Administration, effective 6/22/2011. Rate of \$33,363/annually. This temporary assignment will cease on 9/13/2011. This request was reviewed and has met the criteria of the Hiring Policy. Budget 10000 – 11600.

- 177.11 C. Adopt a resolution authorizing the award and Director of Contracts & Procurement to execute as a result of Invitation to Bid #11-7-KS, Inmate Clothing, two contracts for a period of one year for the participating members of the Southeastern Pennsylvania Counties Cooperative Purchasing Board (SPCCPB) members including Berks County as identified herein.

Bob Barker Company, Inc.

134 N. Main Street

Fuquay Varina, NC 27526

Line Items – 1, 3,4,5,6 & 7

Estimated Annual Expenditure – Grand Total - \$ **110,001.70**.

Estimated Annual Expenditure – Berks Portion - \$ **86,154.90.00**

Robinson Textiles Inc.

152 W. Walnut Street

Suite 250

Gardena, CA 90248

Line Item - 2

Estimated Annual Expenditure – Grand Total - \$ **6,600.00**.

Estimated Annual Expenditure – Berks Portion - \$ **0**

With the consent of the vendor, the County reserves the option to renew the contract for two additional, one year terms.

- 178.11 D. Adopt a resolution to award and Director of Contracts & Procurement to execute as a result of Invitation to Bid #11-4-KS, Food Provisions, three contracts for a period of six months for the Jail System as identified herein.

Benjamin Foods

1001 S. York Road

Hatboro, PA 19040

Line Items – 1, 7, 8, 9, 10, 11, 14, 16, 18, 20, 21, 22, 23, 24, 25, 26, 27, 29, 31, 32, 33, 34, 36, 37, 39, 40, 42, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 58, 59, 66, 67, 68, 69, 70, 72, 73, 74, 76, 79, 81, 82 83, 84, 85, 87, 88, 89, 91, 92, 93, 94, 96, 97, 98, 100, 101, 103, 104, 105, 106, 107, 109, 109, 111, 112, 116, 117, 118, 119, 120, 122, 123, 126, 127, 129, 131, 132, 135, 136, 137, 139, 140, 142, 144, 145, 146, 147, 150, 151, 152, 154, 155, 156, 157, 159, 160, 161, 163, 164, 165 & 166

Estimated Six Month Expenditure \$ **590,102.91**

Feesers, Inc.

5561 Grayson Road

Harrisburg, PA 17111

Line Items 2, 4, 5, 6, 15, 17, 38, 43, 55, 57, 60, 61, 71, 75, 77, 78, 90, 95, 99, 102, 110, 121, 124, 125, 128, 130, 133, 134, 138, 141, 143, 148, 149, 153, 158, 162, 167 & 168

Estimated Six Month Expenditure \$ **62,063.88**

National Food Group, Inc.  
DBA CSV Sales, Inc.  
46820 Magellan Dr.  
Suite A  
Novi, MI 48377  
Line Items – 13, 35, 41 & 80  
Estimated Six Month Expenditure \$ **74,178.80**

- 179.11 E. Adopt a resolution revising the remaining seven (7) monthly Retirement Fund (ARC) contributions to the Berks County Retirement Fund as previously authorized by Resolution No. 14.11 adopted January 13, 2011, totaling a recalculated actual amount of \$8,002,599.00 for the period January 1, 2011 through December 31, 2011.
- 180.11 F. Adopt a resolution authorizing Mark C. Scott, Esq., Chair, to execute a letter to McTish, Kunkel & Associates, 3500 Winchester Road, Suite 300 Allentown, PA 18104 granting an extension of time for completion of the preliminary design phase of the Christman Road Bridge replacement project until December 31, 2011.
- 181.11 G. Adopt a resolution authorizing Mark C. Scott, Esq., Chair, to execute a letter to TranSystems, One Oxford Valley, Suite 818, Langhorne, PA 19047 granting an extension of time for completion of the preliminary design phase of the Buttonwood Street Bridge rehabilitation project until December 31, 2011.
- 182.11 H. Adopt a resolution authorizing Commissioner Kevin S. Barnhardt, to execute any and all documents required to complete the purchase of certain real estate situate at 37 East Wall Street, Borough of Leesport; and further authorizes the County Solicitor or his designee, to execute any and all settlement documents in connection with the purchase of said property, the acquisition of which is in lieu of condemnation.
- 183.11 I. Adopt a resolution authorizing the County Solicitor to execute a retainer letter with Lamb McErlane, PC, to provide legal representation to the County of Berks in certain cases that are not covered by insurance, at a not to exceed hourly rate of \$150.00.
- 184.11 J. Adopt a resolution authorizing the reappointment of Connie M. Archey, Boyertown, Pennsylvania, to the Reading Area Community College Board of Trustees for a six year term ending June 30, 2017.

- 185.11 K. Adopt a resolution authorizing Ryan Hunter, Director of Facilities & Operations, to execute the Capital Project Change Order issued to Spotts Brothers, Inc., for the Stonecliffe Recreation Area Rehabilitation Project, which increases the Project cost by \$5,399.00 to \$307,693.00.
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 June 13, 2011.
3. Motion to authorize payments set forth on Controller's Office vouchers listing dated June 16, 2011.

**Reports**

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

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

Respectfully Submitted,

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Maryjo Gibson, Chief Clerk