

# **BERKS COUNTY PRISON BOARD MINUTES**

## **NOVEMBER 8, 2017**

The Berks County Prison Board met in a regular session on Wednesday, November 8, 2017 at 9:00 A.M. in the Commissioners' Board room on the 13th Floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

### **CALL TO ORDER:**

Commissioner Kevin Barnhardt called the meeting to order at 9:01 A.M.

The following members were in attendance:

Commissioner Kevin Barnhardt  
Commissioner Christian Leinbach  
Controller Sandy Graffius  
Judge Scott Lash  
Sheriff Eric Weaknecht

The following members were absent:

Commissioner Mark Scott  
District Attorney John Adams

The following County staff also attended:

Solicitor Christine Sadler  
Chief Administrative Officer Ronald Seaman

### **APPROVAL OF MINUTES**

The October 11, 2017 meeting minutes were approved as presented.

### **PUBLIC COMMENT**

None.

### **JAIL SENIOR STAFF REPORTS**

Warden Janine Quigley stated the inmate population was 1,038. Of the population reported, 98 were residing at the Community Reentry Center, 6 inmates were being held for Schuylkill County, with 10 more from Schuylkill scheduled to arrive that day, and 39 inmates were technical parole violators from the State. The HVAC issue affecting half of the Community Reentry Center had been repaired and the portion of the center reopened. The Warden also mentioned they are limiting the amount of Schuylkill inmates they are holding to avoid opening a new unit for a minimal amount of people.

The Warden notified the Board that Chris Reed, President of the Bern Historic Cemetery, requested to be listed on the Commissioners' Board meeting agenda to acknowledge and show his appreciation to Officer Zellner, Community Service Officer and the inmates in the Community Service Crew for the work performed at the Bern Cemetery. Chief Deputy Warden Smith and Deputy Warden Russell will be present to offer congratulations and speak about the Community Service Crew.

**BERKS COUNTY PRISON BOARD MINUTES  
NOVEMBER 8, 2017**

2

Solicitor Sadler spoke about the meeting with Immigration and Customs Enforcement, ICE, regarding the contract Berks County established with the U.S. Marshal Service. ICE would like to use the services on the existing contract to detain people they arrest at the Berks County Prison for a period of up to one week. This will allow easier transport to York or Philadelphia. The Solicitor mentioned concerns with the existing contract that Berks attempted to amend two years ago but the U.S. Marshal Service had not been interested in making the changes. ICE is interested in the same contract; however, some of the considerations they would have with direct contact with ICE are not present with the U.S. Marshall contract. Solicitor Sadler preferred direct contact with ICE over the use of the existing contract to avoid custody and liability issues falling on Berks County.

Commissioner Barnhardt mentioned they had abided by their request for a few years but the previous Warden ceased the service because of the inspection protocol and overwhelming documentation. Warden Quigley added that short term holds create a lot of work for the booking staff and the business manager; however, they will still consider the opportunity. A discussion took place about the amount of detainees offered and the possibility of standard receiving and discharge time periods. Solicitor Sadler pointed out that there was not a guarantee of a certain amount of detainees on a regular basis to make opening a housing unit cost effective.

Chief Deputy Warden Jeffrey Smith updated the Board on the status of the staff. There were 6 correctional officer vacancies and one sergeant vacancy. Eleven candidates passed the psychological testing and were scheduled to begin the academy November 29 and graduate around January 30. The next testing will be scheduled in December 2017.

Ryan Hunter, Facilities and Operations Director, held a presentation regarding the Jail driveway drainage culvert. Mr. Hunter provided a memorandum to the Board summarizing the concerns with the current condition of the drainage culvert and requesting authorization to proceed with the design of repairs.

The Jail secured a proposal with ARRO Consulting for engineering and permitting of the repair of the culvert, not to exceed \$21,500. The services include the preparation of the design documents, preparation and submission of the General Permit 11 application and assistance in securing and vetting public bids. Mr. Hunter also noted that ARRO Consulting was the author of the original expansion and renovation of the driveway and walkways.

Commissioner Leinbach pointed out that on December 7, 2017, all general permits will be discontinuing. Only individual permits will be available from December 7 to Spring of 2018. Commissioner Leinbach suggested Mr. Hunter discuss the permit issue with ARRO Consulting. To avoid the risk of missing the general permit deadline, Commissioner Leinbach requested that Mr. Hunter work with the Purchasing office and Solicitor Sadler to get the authorization to proceed on the Commissioners' meeting agenda for the following day.

**SOLICITOR'S REPORT**

None.

**BERKS COUNTY PRISON BOARD MINUTES  
NOVEMBER 8, 2017**

3

**COMMENTS FROM THE JAIL BOARD**

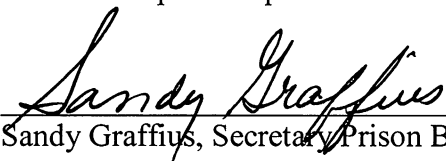
None.

**EXECUTIVE SESSION**

The Board adjourned at 9:17 a.m. into Executive session for litigation and personnel reasons, which adjourned at 9:36 a.m.

**ADJOURNMENT**

The next Prison Board meeting will be held December 13, 2017 in the Special Operations Center at the Berks County Jail.

  
Sandy Graffius, Secretary Prison Board