



# THE COUNTY OF CHESTER



COMMISSIONERS  
Michelle Kichline  
Kathi Cozzone  
Terence Farrell

OFFICE OF THE COMMISSIONERS  
313 W. Market Street, Suite 6202  
P.O. Box 2748  
West Chester, PA 19380-0991  
(610) 344-6100

## AGENDA COMMISSIONERS' MEETING

October 3, 2017

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ANNOUNCEMENTS**
  - Executive Session – The Board of Commissioners met in Executive Session on Tuesday, October 3, 2017 to discuss personnel and legal matters.
4. **MINUTES OF PREVIOUS MEETING**
5. **PUBLIC COMMENT ON AGENDA**
6. **OLD BUSINESS - There are no items of old business**
7. **NEW BUSINESS**
  - a. **Resolution 40-17**

Resolution of the Chester County Commissioners authorizing the Chester County Department of Open Space Preservation to take certain action to secure Federal Grant Funds.
  - b. **Authorities, Boards and Commissions**

It is recommended that the Board of Commissioners reaffirm and revise the attached appointments and reappointments.
  - c. **Authorization to Bid**

The Department of Procurement and General Services is requesting Authorization to Bid the following:

    - **Prison Furniture Replacement**
  - d. **Contracts**
  - e. **Grants**

**8. PERSONNEL MATTERS**

**a. Human Resources Agenda**

**9. FINANCIAL MATTERS**

**a. Finance Agenda**

**10. PUBLIC COMMENT**

**11. ADJOURNMENT**



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## COMMISSIONERS' MEETING MINUTES

September 21, 2017

### 1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:04 a.m. on September 21, 2017 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Michelle Kichline. Commissioner Kathi Cozzone and Commissioner Terence Farrell were also present.

### CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

Chairman Kichline asked Greg Carey to lead the Pledge.

### PLEDGE OF ALLEGIANCE

### 3. ANNOUNCEMENTS

Chairman Michelle Kichline announced that the Board of Commissioners met in Executive Session on Wednesday, September 20, 2017 to discuss personnel and legal matters.

### ANNOUNCEMENTS

### 4. MINUTES OF PREVIOUS MEETINGS

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board unanimously voted to accept the minutes from the August 17, 2017 Commissioners' meeting.

### MINUTES APPROVED

### 5. PUBLIC COMMENT ON AGENDA - There were no comments from the public.

### PUBLIC COMMENT

### 6. OLD BUSINESS

#### a. Bid Awards

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously awarded the following bids:

#### Nurse Call System Replacement at Pocopson Home, Bid #357707-1287E:

Kratos Public Safety & Security Solutions, Inc. \$ 499,267.00

#### Wall Repair at Historic Courthouse, Bid #357707-1291E:

Infinity Property Solutions d/b/a County Wide Landscape \$ 24,456.00

#### In-Home Medical Supplies, Bid #143709-1293A:

Delcrest Medical Products \$ 63,393.00

#### Resurfacing of Concrete Yards at Chester County Prison, Bid #357707-1289E:

F.W. Houser, Inc. \$ 490,030.00

### OLD BUSINESS

#### Bid Award

### 7. NEW BUSINESS

#### a. Resolution 32-17

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously approved Resolution #32-17 approving the financing by the Berks County Industrial Development Authority for certain projects for the benefit of Reading Health System and authorizing other necessary and appropriate action.

### NEW BUSINESS

#### Resolution #32-17

#### b. Resolution 33-17

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously approved Resolution #33-17 approving the revenue obligation or tax-exempt issue of the Quarry Mountain Farms, LLC project.

#### Resolution #33-17

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <p><b>c. <u>Resolution 34-17</u></b><br/> Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously approved Resolution #34-17 approving Supplement C of Federal-Aid Bridge Project Reimbursement Agreement and authorizing signature authority.</p>                                                                                                                                                                                                                 | <p><b>Resolution #34-17</b></p>                   |
| <p><b>d. <u>Resolution 35-17</u></b><br/> Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously approved Resolution #35-17 authorizing emergency procurement for certain bridge repairs related to the State Street Bridge in Avondale Borough.</p>                                                                                                                                                                                                              | <p><b>Resolution #35-17</b></p>                   |
| <p><b>e. <u>Resolution 36-17</u></b><br/> Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously approved Resolution #36-17 concerning the Borough of Phoenixville Local Economic Revitalization Tax Assistance (LERTA) Ordinance.</p>                                                                                                                                                                                                                            | <p><b>Resolution #36-17</b></p>                   |
| <p><b>f. <u>Authorities, Boards and Commissions</u></b><br/> Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners approved the following appointments and reappointments.<br/>                   <b>Chester Water Authority</b><br/>                   Appoint Christopher Burkett for a term ending 8/23/2022<br/>                   Reappoint Paul Andriole for a term ending 8/23/2022<br/>                   Reappoint Thomas Chiomento for a term ending 8/23/2022</p> | <p><b>Authorities, Boards and Commissions</b></p> |
| <p><b>g. <u>Memorandum of Understanding</u></b><br/> Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners approved the Memorandum of Understanding between the County of Chester and East Coventry Township on the construction of a portion of the Schuylkill River Trail.</p>                                                                                                                                                                                             | <p><b>Memorandum of Understanding</b></p>         |
| <p><b>h. <u>Contracts</u></b><br/> Commissioner Cozzone made a Motion, which was Seconded by Commissioner Farrell, to approve the Contracts Agenda. The Board voted unanimously to approve the Contracts Agenda.</p>                                                                                                                                                                                                                                                                                                                           | <p><b>Contracts</b></p>                           |
| <p><b>i. <u>Grants</u></b><br/> Commissioner Farrell made a Motion, which was Seconded by Commissioner Cozzone, to approve the Grants Agenda. The Board voted unanimously to approve the Grants Agenda.</p>                                                                                                                                                                                                                                                                                                                                    | <p><b>Grants</b></p>                              |
| <p><b>8. <u>PERSONNEL MATTERS</u></b><br/> <u>Human Resources Agenda</u><br/> Commissioner Cozzone made a Motion to approve the Human Resources Agenda. Following a Second of the Motion by Commissioner Farrell, the Board voted unanimously to approve the Human Resources Agenda.</p>                                                                                                                                                                                                                                                       | <p><b>PERSONNEL</b></p>                           |
| <p><b>9. <u>FINANCIAL MATTERS</u></b><br/> <u>Finance Agenda</u><br/> Commissioner Farrell made a Motion to approve the Finance Agenda. Following a Second of the Motion by Commissioner Cozzone, the Board voted unanimously to approve the following:</p> <ul style="list-style-type: none"> <li>➤ Budget Change 12-17</li> <li>➤ Vouchers as submitted by the Controller</li> </ul>                                                                                                                                                         | <p><b>FINANCE</b></p>                             |
| <p><b>10. <u>PUBLIC COMMENT</u></b><br/> Resident Debra Mobile and Delaware Riverkeeper Maya van Rossum made comments on Bishop Tube. Chairman Kichline indicated that a formal presentation on the Bishop Tube site could be scheduled for the October 18, 2017 Commissioners' Meeting.</p>                                                                                                                                                                                                                                                   | <p><b>PUBLIC COMMENT</b></p>                      |

**11. ADJOURNMENT**

The Meeting was adjourned at 10:15 a.m. following a Motion made by Commissioner Farrell and Seconded by Commissioner Cozzone. The Motion passed unanimously.

**ADJOURNMENT**



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**COUNTY OF CHESTER  
COMMONWEALTH OF PENNSYLVANIA  
RESOLUTION No. 40-17**

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**RESOLUTION OF THE CHESTER COUNTY COMMISSIONERS  
AUTHORIZING THE CHESTER COUNTY DEPARTMENT OF OPEN SPACE PRESERVATION  
TO TAKE CERTAIN ACTION TO SECURE FEDERAL GRANT FUNDS**

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**WHEREAS**, the Chester County Department of Open Space Preservation has identified approximately eighty-eight (88) acres of land located in both Birmingham and Westtown Townships in critical need of preservation; and

**WHEREAS**, this property, more specifically, part of tax parcels 62-2-2; 67-4-1 and 67-4-1.5, is owned by the Moore family trust and possesses high value preservation priority as it is located within the Brandywine Battlefield; and

**WHEREAS**, known historically as Osborne Hill, in addition to the historic significance in the Battle of the Brandywine, not only to Chester County but the United States as well, this site has also been utilized for Revolutionary War re-enactments and historical interpretation; and

**WHEREAS**, the Department of Open Space Preservation, acting on behalf of the County, and in furtherance of the Osborne Hill Brandywine Battlefield project, has the opportunity to secure Federal grant funds in the amount of \$1,131,738, through the American Battlefield Preservation Program as administered by the National Park Service.

**NOW, THEREFORE, BE IT RESOLVED**, that Chester County Department of Open Space Preservation, is hereby authorized to take the requisite action in furtherance of applying for and securing the receipt of Federal grant funds consistent with the terms and conditions and objectives as set forth herein.

**THIS RESOLUTION** adopted this            day of October, 2017 by the Board of County Commissioners.

\_\_\_\_\_  
**Michelle Kichline**, Chairman

\_\_\_\_\_  
**Kathi Cozzone**, Commissioner

**ATTEST:**

\_\_\_\_\_  
**Terence Farrell**, Commissioner

\_\_\_\_\_  
**Janelle Swab**, Chief Clerk

**Authorities, Boards and Commissions Appointments and Reappointments**

**October 3, 2017**

**Chester Water Authority**

Reaffirm the current appointments of Chester Water Authority Board members: Paul Andriole, Thomas Chiomento and Leonard Rivera as ending November 27, 2017.

Therefore the new appointments of:

Paul Andriole, Thomas Chiomento and Christopher Burkett will be effective November 27, 2017 through November 27, 2022.

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 03-OCT-2017**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Children Youth and Families</u></b>				
Vendor: Alternative Rehab. Communities, Inc. Contract ID: 0018092	Contract	0.00	07-01-2017 06-30-2019	This contract provides Residential Placement Services. CO: 20%      ST: 75%      FED: 5%
Vendor: Child and Family Focus, Inc. Contract ID: 0018093	Contract	0.00	07-01-2017 06-30-2019	This contract provides Residential Foster Care Services. CO: 20%      ST: 75%      FED: 5%
Vendor: Friendship House Contract ID: 0018094	Contract	0.00	07-01-2017 06-30-2019	This contract provides Residential Foster Care Services. CO: 20%      ST: 75%      FED: 5%
Vendor: Goossens, Neera Contract ID: 0018096	Contract	0.00	07-01-2017 06-30-2019	This contract provides Spanish, French and Hindi Interpreting Services. CO: 20%      ST: 75%      FED: 5%
Vendor: Community Action Southwest Contract ID: 0018098	Contract	0.00	07-01-2017 06-30-2019	This contract provides Residential Placement Services. CO: 20%      ST: 75%      FED: 5%
Vendor: Child Guidance Resource Centers Contract ID: 0018103	Contract	26,199.00	07-01-2017 06-30-2018	This contract provides for the Incredible Years Program a parenting program, for at-risk children ages 6-12 years and their parents. CO: 0%      ST: 100%      FED: 0%
Vendor: Kennett Consolidated School District Contract ID: 0018104	Contract	11,100.00	07-01-2017 06-30-2018	This contract provides for a Truancy Prevention Program for children identified as having attendance difficulties in Bancroft Elementary School in the Kennett Consolidated School District . CO: 0%      ST: 100%      FED: 0%



**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 03-OCT-2017**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Carroll Engineering Corporation Contract ID: 0016485	Amendment	15,000.00	05-15-2015 12-31-2018	Amendment #2: This amendment provides additional funding and renews the contract term for an additional one (1) year period for Engineering Services. The cost associated with this amendment is funded by the Community Development Block Grant and the U.S. Department of Housing and Urban Development Home Investment Partnership Program (HOME). This supports Strategic Business Plan Home Construction and Community Revitalization activity. CO: 0%            ST: 0%            FED: 100%
Vendor: Charles A Melton Arts & Education Center Contract ID: 0018100	Contract	75,000.00	10-01-2017 06-30-2018	This contract provides Program Year 2017-2018 funding for Workforce Development, Culinary/Hospitality Training and Work Experience Services for Temporary Assistance for Needy Families (TANF) Program. The cost associated with this contract is funded by the U.S. Department of Labor and Industry. This supports Strategic Business Plan Youth Development activity. CO: 0%            ST: 0%            FED: 100%
<b><u>Facilities Management</u></b>				
Vendor: Sunoco Pipeline, L.P. Contract ID: 0018107	Contract	0.00	08-05-2017 OPEN	This Temporary Work Space Easement Agreement allows access across County owned Parcel #41-5-68.1 at the Exton Library in West Whiteland Township. CO: 100%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 03-OCT-2017**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Facilities Management</u></b>				
Vendor: Sunoco Pipeline, L.P. Contract ID: 0018108	Contract	0.00	08-05-2017 OPEN	This Temporary Access Road Easement Agreement allows access across County owned Parcel #41-5-85.7 at the Exton Library in West Whiteland Township. CO: 100%      ST: 0%      FED: 0%
Vendor: Sunoco Pipeline, L.P. Contract ID: 0018109	Contract	0.00	08-05-2017 OPEN	This Easement Agreement defines the terms and conditions and will compensate the County \$363,572.00 dollars for the Temporary Road and Work Space Easement Agreements on County owned Parcels 41-5-68.1 and 41-5-85.7 at the Exton Library in West Whiteland Township. This is a revenue contract. CO: 0%      ST: 0%      FED: 0%
Vendor: Kleba & Stahl Real Estate Partnership Contract ID: 0018112	Contract	16,000.00	10-05-2017 OPEN	This Easement Agreement for Schuylkill River Trail allows for trail development across Parcel #17-4-8.3 in North Coventry Township. CO: 100%      ST: 0%      FED: 0%
<b><u>MH/IDD</u></b>				
Vendor: Mental Health Partnerships, Inc. Contract ID: 0017866	Contract	0.00	07-01-2017 06-30-2018	This contract renews Representative Payee Services for individuals with mental illness who are unable to handle their own finances and provides Compeer Services which matches volunteers with an individual with mental illness in order to develop a friendship. CO: 0%      ST: 100%      FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 03-OCT-2017**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>MH/IDD</u></b>				
Vendor: Elwyn, Inc. Contract ID: 0017925	Contract	0.00	07-01-2017 06-30-2018	This contract renews Supported Employment and Community Participation Supports Services to individuals with intellectual disabilities. CO: 0%            ST: 100%            FED: 0%
Vendor: Person Driven Clinical Solutions Contract ID: 0018064	Contract	0.00	07-01-2017 06-30-2018	This contract provides Behavioral Supports Services to individuals with intellectual disabilities. CO: 0%            ST: 100%            FED: 0%
<b><u>Managed Behavioral Healthcare</u></b>				
Vendor: Poplawski, Paul, PhD LLC Contract ID: 0017553	Amendment	90,000.00	07-01-2017 12-31-2018	Amendment #1: This amendment provides additional funding and extends the contract term for an additional one (1) year period for Provider Network Development of the Recovery Oriented System of Care. CO: 0%            ST: 100%            FED: 0%
<b><u>Open Space Preservation</u></b>				
Vendor: Hamilton II, James W. Contract ID: 0017875	Amendment	0.00	10-05-2017 UNTIL COMPLETE	Amendment #1: This amendment decreases the Agricultural Conservation Easement purchase of 12.70 acres to 11.18 acres, resulting in a cost reduction of \$6,185.75 to the original purchase price. Landowner donation (10%). CO: 90%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 03-OCT-2017**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Open Space Preservation</u></b>				
Vendor: Pannell, Bootsie B. Contract ID: 0018031	Contract	451,360.00	10-05-2017 UNTIL COMPLETE	69.44 acres of farmland owned by the Pannell Family in Londonderry Township is recommended for preservation by the County Agricultural Land Preservation Board through the Commonwealth/County Program. The total project cost is \$499,968.00. The County will pay \$451,360.00 (90%) and be reimbursed by Londonderry Township \$201,376.00 (40.3%) per the Funding Agreement. The actual cost to the County is \$249,984.00 (50%). The Landowner donation is \$48,608.00 (9.7%). CO: 50%                      ST: 0%                      FED: 0%
Vendor: King, Elam & Elizabeth F. Contract ID: 0018105	Contract	209,065.50	10-05-2017 OPEN	66.37 acres of farmland owned by Elam L. & Elizabeth F. King in Upper Oxford Township are recommended for preservation by the County Agricultural Land Preservation Board through the Commonwealth/County Program. The total project cost is \$209,065.50. The County will pay \$209,065.50 (100%) and be reimbursed by Upper Oxford Township \$94,079.48 (45%) per the Funding Agreement. The actual cost to the County is \$114,986.02 (55%). CO: 55%                      ST: 0%                      FED: 0%

Number of Contracts:                      **20**

**AGENDA ITEMS - GRANTS**  
**October 5, 2017**

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
<b><u>Community Development</u></b>			
PA Department of Labor & Industry Contract / Award / Amendment 116-490000-331212-46300100-4900006-FY2016	\$87,500	07/01/2016 06/30/2018	PY2017 TANF(Temporary Assistance for Needy Families) Summer Youth - End Date Extension No New Positions - No County Match Federal Funding = \$87,500
<b><u>Emergency Services</u></b>			
PA Emergency Management Agency Contract / Award - Renewal <u>001-251300-331231-14200700-2510003</u>	\$130,780	10/01/2016 09/30/2017	PY2017 Emergency Management Performance Grant (EMPG) No New Positions Federal Funding = \$130,780 County Match = \$130,780 Total Funding = \$261,560
<b><u>Open Space Preservation</u></b>			
U.S. Dept. of Interior, National Park Service Contract / Award - New TBD	\$1,131,737.50	06/30/2017 06/30/2020	Battlefield Acquisitions Grant - Brandywine Creek, PA Federal Funding = \$1,131,737.50 State Funding = \$ 250,000 County Match = \$ 400,000 Other Funding =\$508,737.50 Total Funding = \$ \$2,290,475 <b>Resolution Attached - 39-17</b>

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

Hires and Rehires

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1. Employee : Burke, Sandra J  
 Department : 030000 - Voter Services  
 Job : 020619 - Asst Director Voter Services  
 Salary Grade : E05  
 Compensation : \$ 50,355.76(A)  
 Effective Date : 10/09/2017
  
2. Employee : Burns, Julie A  
 Department : 478310 - EnvironmentalHealth Protection  
 Job : 040060 - Env Health Specialist  
 Salary Grade : N08  
 Compensation : \$ 41,368.60(A)  
 Effective Date : 10/09/2017
  
3. Employee : Callahan, Brian A  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
4. Employee : Cimino, Raquel  
 Department : 222000 - Juvenile Probation  
 Job : 801060 - General Clerk  
 Salary Grade :  
 Compensation : \$ 17.81(H)  
 Effective Date : 10/09/2017  
 Comment : Temp end 10-9-18
  
5. Employee : Coombs, Katlyn M  
 Department : 129000 - District Attorney  
 Job : 041120 - SSS III  
 Salary Grade : N02  
 Compensation : \$ 27,423.76(A)  
 Effective Date : 10/09/2017
  
6. Employee : Dougherty, Lindsey A  
 Department : 451141 - Mental Hlth/Intel & Dev Disabl  
 Job : 030130 - M/H Program Specialist I  
 Salary Grade : N08  
 Compensation : \$ 44,323.50(A)  
 Effective Date : 10/09/2017
  
7. Employee : Farkas, Ethan M  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

Hires and Rehires

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- 8. Employee : Gray,Cassandra M  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 9. Employee : Hannum,Dennis L  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 10. Employee : Lewis,Darrel K  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 11. Employee : Massi,Joshua M  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 12. Employee : Miller,Kyle W  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : CO1  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 13. Employee : Oliver,Tyler S  
 Department : 461210 - Pocopson Nursing Care  
 Job : 030671 - Registered Nurse  
 Salary Grade : E05  
 Compensation : \$ 55,751.02(A)  
 Effective Date : 10/04/2017
  
- 14. Employee : Schaefer,Amanda M  
 Department : 589300 - Henrietta Hankin Library  
 Job : 805100 - Library Assistant  
 Salary Grade :  
 Compensation : \$ 10.00(H)  
 Effective Date : 10/16/2017

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

Hires and Rehires

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- 15. Employee : Simpson,Danitra B  
 Department : 461210 - Pocopson Nursing Care  
 Job : 041420 - Nurse Aide  
 Salary Grade : N01  
 Compensation : \$ 26,055.90(A)  
 Effective Date : 10/04/2017
  
- 16. Employee : Sokso,Donna J  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : C01  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 17. Employee : Strause,Adam I  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : C01  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017
  
- 18. Employee : Upshur,Lehronda V  
 Department : 451141 - Mental Hlth/Intel & Dev Disabl  
 Job : 020570 - Co Casework Supervisor  
 Salary Grade : E03  
 Compensation : \$ 45,142.50(A)  
 Effective Date : 10/02/2017
  
- 19. Employee : Vernamonti,Ashlee A  
 Department : 222000 - Juvenile Probation  
 Job : 048780 - Probation Officer I - JP  
 Salary Grade : U04  
 Compensation : \$ 39,197.00(A)  
 Effective Date : 10/23/2017
  
- 20. Employee : Wharton,Jade J  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : C01  
 Compensation : \$ 39,366.08(A)  
 Effective Date : 10/09/2017



COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

Transfers

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21.	Employee	:	Beard,Anna L		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 26,055.90(A)		\$ 9.32(H)
	Effective Date	:	10/14/2017		08/21/2017
22.	Employee	:	Holman,Angela M		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 26,055.90(A)		\$ 9.32(H)
	Effective Date	:	10/14/2017		08/21/2017
23.	Employee	:	Rodriguez-Starkey,Jalessa H		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 26,055.90(A)		\$ 9.32(H)
	Effective Date	:	10/14/2017		08/21/2017

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

Promotions

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24.	Employee	: Aguilera, Jessica	
		<u>Proposed</u>	<u>Current</u>
	Department	: 461210 - Pocopson Nursing Care	461210
	Job	: 041420 - Nurse Aide	041646
	Salary Grade	: N01	N27
	Compensation	: \$ 26,055.90(A)	\$ 20,829.90(A)
	Effective Date	: 10/14/2017	08/19/2017
25.	Employee	: Krick, Susan G	
		<u>Proposed</u>	<u>Current</u>
	Department	: 451145 - Children, Youth and Families	451145
	Job	: 020430 - Administrative Officer I	030012
	Salary Grade	: E03	N08
	Compensation	: \$ 48,552.09(A)	\$ 47,137.95(A)
	Effective Date	: 10/14/2017	04/01/2017
26.	Employee	: McLaughlin, Shane C	
		<u>Proposed</u>	<u>Current</u>
	Department	: 222000 - Juvenile Probation	222000
	Job	: 048540 - Probation Officer II	048780
	Salary Grade	: U06	U04
	Compensation	: \$ 40,373.00(A)	\$ 39,197.00(A)
	Effective Date	: 10/14/2017	01/07/2017
27.	Employee	: Nurenberg, Erik J	
		<u>Proposed</u>	<u>Current</u>
	Department	: 588300 - Parks Nottingham	588700
	Job	: 040578 - Maintenance Technician III	040577
	Salary Grade	: N08	N06
	Compensation	: \$ 47,278.40(A)	\$ 41,531.36(A)
	Effective Date	: 10/14/2017	08/19/2017

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

Promotions

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28. Employee : Santiago-Vazquez,Natalia M

Proposed

Current

Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N01  
Compensation : \$ 26,055.90(A)  
Effective Date : 10/14/2017

461210  
041646  
N27  
\$ 20,829.90(A)  
08/28/2017

29. Employee : Thompson,Dennise R

Proposed

Current

Department : 461210 - Pocopson Nursing Care  
Job : 041421 - Lead Nurse Aide (CNA)  
Salary Grade : N02  
Compensation : \$ 29,382.60(A)  
Effective Date : 10/14/2017

461210  
041420  
N01  
\$ 27,039.04(A)  
04/01/2017

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/03/2017

## End of Employment

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30. Employee : Buckley, Tracy D  
 Department : 124101 - Dist Court15-1-01 West Chester  
 Job : 041150 - D J Clerk I  
 Effective Date : 09/20/2017
31. Employee : Connor, Amanda L  
 Department : 132000 - Register of Wills/Orphans' Crt  
 Job : 040780 - SSS IV  
 Effective Date : 10/12/2017
32. Employee : Contrisciane, Kenneth J  
 Department : 090100 - Dept of Computing Info Service  
 Job : 020272 - Database Adm-GIS Tech Architct  
 Effective Date : 10/07/2017
33. Employee : Florentine, Karen K  
 Department : 014000 - Human Resources  
 Job : 801060 - General Clerk  
 Effective Date : 01/06/2018
34. Employee : Haake, Melanie S  
 Department : 491100 - Dept of Community Development  
 Job : 020493 - Program Coordinator  
 Effective Date : 10/21/2017
35. Employee : Hodnicki, Andrew R  
 Department : 030000 - Voter Services  
 Job : 801060 - General Clerk  
 Effective Date : 09/30/2017
36. Employee : Koss, Susan G  
 Department : 451141 - Mental Hlth/Intel & Dev Disabl  
 Job : 048461 - ID Support Coordinator  
 Effective Date : 09/22/2017
37. Employee : Ormond, Robert C  
 Department : 588300 - Parks Nottingham  
 Job : 808102 - PT Ranger  
 Effective Date : 09/14/2017
38. Employee : Ritman, Noryba E  
 Department : 451145 - Children, Youth and Families  
 Job : 048560 - County Caseworker II  
 Effective Date : 10/07/2017
39. Employee : Rogers, Rakeeda R  
 Department : 461210 - Pocopson Nursing Care  
 Job : 041420 - Nurse Aide  
 Effective Date : 09/21/2017

**COUNTY OF CHESTER**  
**Finance Agenda**

**Commissioners' Meeting, October 3, 2017**

1. Budget Change 13-17
2. Approve attached 2018 Official County Government Holiday Schedule
3. Vouchers as submitted by the Controller

Amendment Budget Changes  
October 3, 2017  
BC-13

Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget
Public Health	001	478210	411120	16300000	4780003	FY2017	619,154.00	Regular Salaries	To budget for the	Net Change +1,072,213
	001	478210	411200	16300000	4780003	FY2017	7,995.00	Wages	WIC 2017-2018 grant	
	001	478210	412001	16300000	4780003	FY2017	47,977.00	FICA		
	001	478210	412100	16300000	4780003	FY2017	198,166.00	Standard Fringe		
	001	478210	412200	16300000	4780003	FY2017	38,570.00	County Retirement		
	001	478210	420000	16300000	4780003	FY2017	160,351.00	Materials & Services		
	001	478000	331207	16300000	4780003	FY2017	1,072,213.00	Federal - Health		
To budget for the Women, Infants and Children (WIC) 2017-2018 grant.										
Non-Departmental	001	902100	420000	95500000	9021001		15,000.00	Materials & Services	Recognize grant funding	Net Change +15,000
	001	000000	367300	95500000	0000001		15,000.00	Misc. Revenue		
Safety Grant funding from Pcoop to be used for Safety Training.										
Capital Reserve Fund	301	126000	425100	80720033	30100001		6,025.00	PC Hardware/Software	To align with anticipated	No Net Change
	301	000000	499999	00000000	30100001		-6,025.00	Unappropriated	expenditures.	
To budget for a replacement scanner for Clerk of Courts.										
Capital Reserve Fund	301	085100	441000	80950072	3010001		36,000.00	To Municipalities	To align budget with	No Net Change
	301	000000	499999	00000000	3010001		-36,000.00	Unappropriated	anticipated expenditures	
To budget the Vision Partnership Program Kennett Region Community Facility Visioning project.										
Capital Improv Fund	357	085300	445000	80340019	3570001		451,360.00	To Individuals	To align budget with	No Net Change
	357	085300	475110	80300200	3570001	FY2017	-451,360.00	Land Development Rights	anticipated expenditures.	
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for the property of Bootsie B. Pannell, Nina H. Pannell, and Andrew P. Pannell III.										
Capital Improv Fund	357	085300	445000	80340072	3570001		133,802.00	To Individuals	To align budget with	No Net Change
	357	085300	475110	80300200	3570001	FY2017	-133,802.00	Land Development Rights	anticipated expenditures.	
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for Elam L. and Elizabeth F. King, installment one of five.										
Capital Improv Fund	357	085300	475110	80340070	3570001		-6,186.00	Land Development Rights	To align budget with	No Net Change
	357	085300	475110	80300200	3570001	FY2016	6,186.00	Land Development Rights	anticipated expenditures.	
To amend the budget for the Agricultural Conservation Easement purchase, Commonwealth Program, for James Willard Hamilton II due to a change in acreage and purchase price.										



# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Michelle Kichline  
Kathi Cozzone  
Terence Farrell

**OFFICE OF THE COMMISSIONERS**  
313 W. Market Street, Suite 6202  
P.O. Box 2748  
West Chester, PA 19380-0991  
(610) 344-6026  
email: [mrupsis@chesco.org](mailto:mrupsis@chesco.org)

**MARK J. RUP SIS**  
Chief Operating Officer

## 2018 OFFICIAL HOLIDAY SCHEDULE

The County offices will be closed on the official holidays listed below in 2018:

NEW YEAR'S DAY	January 1	Monday
MARTIN LUTHER KING, JR DAY	January 15	Monday
PRESIDENT'S DAY	February 19	Monday
MEMORIAL DAY	May 28	Monday
INDEPENDENCE DAY	July 4	Wednesday
LABOR DAY	September 3	Monday
ELECTION DAY	November 6	Tuesday
VETERANS DAY	November 12	Monday
THANKSGIVING DAY	November 22	Thursday
DAY AFTER THANKSGIVING	November 23	Friday
CHRISTMAS	December 25	Tuesday

*\* Per the Attendance Policy, Good Friday, Flag Day and Columbus Day are floating holidays and County Offices will remain open.*

*Good Friday  
Flag Day  
Columbus Day*

*March 30  
June 14  
October 8*

*Friday  
Thursday  
Monday*