



# THE COUNTY OF CHESTER



COMMISSIONERS  
Terence Farrell  
Kathi Cozzone  
Michelle Kichline

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 6, 2016

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ANNOUNCEMENTS**  
Executive Session – The Board of Commissioners met in Executive Session on Tuesday, October 4, 2016 to discuss personnel matters.
4. **MINUTES OF PREVIOUS MEETINGS**
5. **PUBLIC COMMENT ON AGENDA**
6. **OLD BUSINESS**
  - a. **Bid Award**  
The Department of Procurement and General Services recommends that the Board of Commissioners award the attached bid.
7. **NEW BUSINESS**
  - a. **Authorization to Bid**  
The Department of Procurement and General Services is requesting authorization to bid the following:
    - **Repair Cement in O Block at the Prison**
    - **Farmhouse renovation – Phase 1 at the Government Services Center**

**b. Authorities, Boards and Commissions**

It is recommended that the Board of Commissioners approve the attached appointments.

**c. Contracts**

**d. Grants**

**8. PERSONNEL MATTERS**

**a. Human Resources Agenda**

**9. FINANCIAL MATTERS**

**a. Finance Agenda**

**10. PUBLIC COMMENT**

**11. ADJOURNMENT**



# THE COUNTY OF CHESTER



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## COMMISSIONERS' MEETING MINUTES

September 14, 2016

### 1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:01 a.m. on Wednesday, September 14, 2016 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Terence Farrell. Commissioner Kathi Cozzone and Commissioner Michelle Kichline were also present.

### CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

Chairman Farrell asked Commissioner Cozzone to lead the Pledge.

### PLEDGE OF ALLEGIANCE

### 3. ANNOUNCEMENTS

Chairman Farrell announced that the Board of Commissioners met in Executive Session on Tuesday, September 13, 2016 to discuss personnel matters.

### ANNOUNCEMENTS

### 4. MINUTES OF PREVIOUS MEETINGS

Following a Motion made by Commissioner Kichline, which was Seconded by Commissioner Cozzone, the Board unanimously voted to accept the Minutes from the April 16, 2016 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 Kichline, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously awarded the following bids:

**Exterior Drain Replacement at the Government Services Center,**

**Bid #357607-1259E:**

JMC Contractors, Inc. \$ 124,000.00

**Soap Products, Bid #501606-1257A:**

Pariser Industries \$ 50,928.08

**Struble Trail – Dorlan Mill Road Trailhead Improvements,**

**Bid #357608-1264E:**

Flyway Excavating, Inc. \$ 298,127.00

### OLD BUSINESS Bid Awards

#### b. Bid Rejection & Authorization to Re-Bid

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Kichline, the Board of Commissioners unanimously rejected the bid to Replace Kitchen Floor at the Chester County Prison, Bid #357608-1261E, and approved authorization to re-bid.

### Bid Rejection & Authorization to Re-Bid

### 7. NEW BUSINESS

#### a. Resolution # 31-16

Following a Motion made by Commissioner Kichline, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously adopted Resolution #31-16 approving the revenue obligation or tax exempt issue of the Chester County Industrial Development Authority application/project.

### NEW BUSINESS Resolution #31-16

**7. NEW BUSINESS (continued)**

**b. Resolution # 32-16**

**Resolution #32-16**

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Kichline, the Board of Commissioners unanimously adopted Resolution #32-16 authorizing certain exemptions, deductions, abatements and credits for real property and earned income taxes within a specific geographic area located in the city of Coatesville in Chester County and designated as a proposed keystone opportunity zone (KOZ).

**c. Authorities, Boards and Commissions**

**Authorities, Boards and Commissions**

Following a Motion made by Commissioner Kichline, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved the following appointments:

**Chester County Airport Authority**

Appoint Charles Beebe for a term ending 9/30/2021

**Chester County Planning Commission**

Appoint Michael Heaberg for an unexpired term ending 12/31/2018

**d. Contracts**

**Contracts**

Commissioner Cozzone made a Motion, which was Seconded by Commissioner Kichline, to approve the Contracts Agenda. The Board voted unanimously to approve the Contracts Agenda.

**e. Grants**

**Grants**

Commissioner Kichline made a Motion, which was Seconded by Commissioner Cozzone, to approve the Grants Agenda. The Board voted unanimously to approve the Grants Agenda.

**8. PERSONNEL MATTERS**

**PERSONNEL**

**Human Resources Agenda**

Commissioner Cozzone made a Motion to approve the Human Resources Agenda. Following a Second of the Motion by Commissioner Kichline, the Board voted unanimously to approve the Human Resources Agenda.

**9. FINANCIAL MATTERS**

**FINANCE**

**Finance Agenda**

Commissioner Kichline 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:

- Budget Change 14-16
- Vouchers as submitted by the Controller

**10. PUBLIC COMMENT**

**PUBLIC COMMENT**

There were no comments from the public.

**11. ADJOURNMENT**

**ADJOURNMENT**

The Meeting was adjourned at 10:06 a.m. following a Motion made by Commissioner Cozzone and Seconded by Commissioner Kichline. The Motion passed unanimously.

  
\_\_\_\_\_  
Chief Clerk

**Commissioners Agenda 10/06/2016**

**Bid Award:**

The Department of Procurement & General Services recommends to the Board of Commissioners the following bid award as they are the lowest responsive and responsible bidder:

**Repaving Rear Parking Area at the Exton Library, Bid #357608-1262E:**

<b>Affordable Paving &amp; Excavating, LLC</b>	<b>\$ 100,500.00</b>
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Other Bids Submitted:

DiRocco Bros, Inc.	\$ 112,710.00
Charlestown Paving & Excavating, Inc.	\$ 131,400.00
GWP Enterprises, Inc.	\$ 157,375.00



**Authorities, Boards and Commissions Appointments**

**October 6, 2016**

**Chester County Office of Aging Citizens' Advisory Council**

Appoint John Contento for a term ending September 30, 2019

Appoint Robert Madonna for a term ending September 30, 2019

**Chester County Drug and Alcohol Advisory Board**

Appoint Cindy Wanamaker for an unexpired term ending June 30, 2018

**Chester County Mental Health / Intellectual and Development Disabilities Board**

Appoint Reverend Caroline Cupp for a term ending June 30, 2019

Appoint Dr. Jaclyn Crawford for a term ending June 30, 2019

Appoint Ashley Ian Doyle for a term ending June 30, 2019

Appoint Blake Jessica Emmanuel for a term ending June 30, 2019

**Chester County Workforce Development Board**

Appoint Debra Basquill for an unexpired term ending June 30, 2018





**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 06-Oct-2016**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Adult Probation &amp; Parole</u></b>				
Vendor: Family Service of Chester County Contract ID: 0016213	Amendment	11,759.00	10-01-2016 12-31-2016	Amendment #2: This amendment extends the contract term for an additional three (3) month period and provides additional funding for Community Case Management Services. CO: 100% ST: 0% FED: 0%
<b><u>Children Youth and Families</u></b>				
Vendor: Diakon Child Family Community Ministries Contract ID: 0017412	Contract	0.00	07-01-2016 06-30-2017	This contract provides for the Bridge and Weekend Alternative Programs for youth ages 11-18 years currently involved with Children, Youth and Families or the Juvenile Probation Office. The Bridge Program provides case management and intervention services and the Weekend Alternative Program (WAP) provides competency-based support and accountability. CO: 20% ST: 75% FED: 5%
Vendor: Pinkney's Vineyard of Faith Ministries Contract ID: 0017413	Contract	0.00	07-01-2016 06-30-2018	This contract provides Foster Care Placement Services. CO: 20% ST: 75% FED: 5%

County of Chester  
**COMMISSIONERS' CONTRACT AGENDA**  
DATE: 06-Oct-2016

<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: Preventative Aftercare, Inc. Contract ID: 0017414	Contract	0.00	07-01-2016 06-30-2017	This Contract Provides Preventative Aftercare Program Services. CO: 20% ST: 75% FED: 5%
Vendor: Trajtenberg, Adriana Contract ID: 0017417	Contract	0.00	07-01-2016 06-30-2017	This contract provides Interpreting Services to assist staff from Children, Youth and Families and the Youth Center in their interactions with Spanish speaking clients. CO: 20% ST: 75% FED: 5%
Vendor: Turning Points for Children Contract ID: 0017419	Contract	0.00	07-01-2016 06-30-2017	This contract provides a Family Finding Program for children and their caretakers who need to increase their natural supports and/or reach permanency. CO: 20% ST: 75% FED: 5%
Vendor: Quantum, Incorporated Contract ID: 0017422	Contract	0.00	07-01-2016 06-30-2018	This contract provides International Translation Services. CO: 20% ST: 75% FED: 5%

<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: Bethany Home, Inc. Contract ID: 0017423	Contract	0.00	07-01-2016 06-30-2018	This contract provides Foster Care Placement Services. CO: 20% ST: 75% FED: 5%
Vendor: Jondu, Inc. Contract ID: 0017424	Contract	0.00	07-01-2016 06-30-2017	This contract provides Residential Placement Services at Prescott House for adjudicated boys ages 14-21 years. CO: 20% ST: 75% FED: 5%
Vendor: Glen Mills Schools Contract ID: 0017425	Contract	0.00	07-01-2016 06-30-2017	This contract provides Residential Placement Services CO: 40% ST: 55% FED: 5%
Vendor: Seneca Family of Agencies Contract ID: 0017429	Contract	36,000.00	07-01-2016 06-30-2018	This contract provides Kevin Campbell Family Finding and Support Services. CO: 40% ST: 55% FED: 5%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 06-Oct-2016**

<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: Glen Mills Schools Contract ID: 0017430	Contract	0.00	07-01-2016 06-30-2017	This contract provides a Community Management Services Program and Weekend Respite Program for male and female youth ages 12-18 years currently involved with the Department of Children, Youth and Families and/or the Juvenile Probation Office. CO: 20%    ST: 75%    FED: 5%
Vendor: A Second Chance, Inc. Contract ID: 0017432	Contract	0.00	07-01-2016 06-30-2018	This contract provides Family Group Decision Making Services during the Family Finding process for children and their caretakers who need to increase their natural supports and/or reach permanency. CO: 20%    ST: 75%    FED: 5%
Vendor: Chester County Intermediate Unit Contract ID: 0017435	Contract	330,958.00	07-01-2016 06-30-2017	This contract provides Behavioral Health Specialist and School Liaison Specialist Services for children involved with the Department of Children Youth and Families and/or the Juvenile Probation Office. CO: 20%    ST: 75%    FED: 5%

County of Chester  
**COMMISSIONERS' CONTRACT AGENDA**  
DATE: 06-Oct-2016

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Coatesville Area Senior Center, Inc. Contract ID: 0015241	Amendment	39,000.00	01-01-2013 12-31-2016	Amendment #5: This amendment provides additional funding for renovations at the Coatesville Area Senior Center. The cost associated with this amendment is funded by the Community Development Block Grant. This supports Strategic Business Plan Construction and Community Revitalization activity. CO: 0% ST: 0% FED: 100%
Vendor: Valley Township Contract ID: 0016970	Amendment	0.00	01-01-2016 12-31-2017	Amendment #1: This amendment revises the contract language, audit and inspection requirements for infrastructure improvements on Main Street between Lincoln Highway and Nichols Avenue in Valley Township. The cost associated with this amendment is funded by the Community Development Block Grant. This supports Strategic Business Plan Home Construction and Community Revitalization activity. CO: 0% ST: 0% FED: 100%

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Charles A Melton Arts & Education Center Contract ID: 0017099	Amendment	0.00	01-01-2016 12-31-2017	Amendment #1: This amendment revises the contract language, audit and inspection requirements for facility renovations at the Charles A. Melton Center located in the Borough of West Chester. The cost associated with this amendment is funded by the Community Development Block Grant. This supports Strategic Business Plan Construction and Community Revitalization activity. CO: 0%    ST: 0%    FED: 100%
Vendor: Caln Township Contract ID: 0017190	Amendment	0.00	01-01-2016 12-31-2017	Amendment #1: This amendment revises the contract language, audit and inspection requirements for sidewalk construction in the area of Wedgewood Estates on Lincoln Highway in Caln Township. The cost associated with this amendment is funded by the Community Development Block Grant. This supports Home Construction and Community Revitalization activity. CO: 0%    ST: 0%    FED: 100%

County of Chester  
**COMMISSIONERS' CONTRACT AGENDA**  
DATE: 06-Oct-2016

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Safe Harbor of Greater West Chester Contract ID: 0017392	Contract	111,260.00	01-01-2016 12-31-2016	This contract provides funding for Case Management and Emergency Shelter Services to low income individuals. The cost associated with this contract is funded by the Emergency Shelter and Community Service Block Grant. This supports Strategic Business Plan Homeless Shelter activity. CO: 0% ST: 0% FED: 100%
Vendor: PA Home of the Sparrow Contract ID: 0017415	Contract	15,000.00	07-01-2016 06-30-2017	This contract provides funding for Pre-Senior Bridge Transitional Housing to include intensive case management services and rental assistance for women and children. The cost associated with this contract is funded by the Pennsylvania Department of Human Services. This supports Strategic Business Plan Housing and Community Support Services activity. CO: 0% ST: 100% FED: 0%

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: PA Home of the Sparrow Contract ID: 0017416	Contract	21,179.00	07-01-2016 06-30-2017	This contract provides funding for Transition in Place Housing to include intensive case management services and rental assistance for women. The cost associated with this contract is funded by the Pennsylvania Department of Human Services. This supports Strategic Business Plan Housing and Community Support Services activity. CO: 0%    ST: 100%    FED: 0%
Vendor: Family Promise Southern Chester County Contract ID: 0017420	Contract	50,000.00	01-01-2016 09-30-2016	This contract provides Emergency Shelter Services to low income families. The cost associated with this contract is funded by the Community Service Block Grant. This supports Strategic Business Plan Housing and Community Support Services activity. CO: 0%    ST: 0%    FED: 100%



<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Blackbaud, Inc Contract ID: 0017434	Contract	33,147.77	01-01-2017 12-31-2024	This contract provides funding for expansion of the Grant Information and Financial Tracking System (GIFTS) Online Enterprise. Payment is for Year 1 of a seven (7) year renewal agreement. This Agreement replaces the existing MicroEdge Contract #16454. The cost associated with this contract is funded by the Housing Trust Program and Workforce Investment Act. This supports Strategic Business Plan Housing and Community Support Services, Career and Workforce Development and Youth Development activities. CO: 20%    ST: 0%    FED: 80%
<b><u>District Justice Admin</u></b>				
Vendor: Kirby, Christopher H Contract ID: 0017433	Contract	0.00	01-04-2016 12-31-2021	This contract provides for Constable Services. Compensation will be in accordance with the Constable Handbook. CO: 100%    ST: 0%    FED: 0%

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Emergency Services</u></b>				
Vendor: Village Medical Center Associates Contract ID: 0001158	Amendment	0.00	01-01-2017 OPEN ENDED	Amendment #8: OSHA 29 CFR 1910.120 requires members of the Hazardous Materials Response Team (HMRT) to undergo routine medical surveillance to ensure they are safe to perform their job functions and monitor long term effects of exposure to hazardous material substances resulting from performance of their job. This amendment increases the cost for Department of Transportation (DOT) physical exams. CO: 75% ST: 25% FED: 0%
<b><u>Facilities Management</u></b>				
Vendor: West Chester Borough Contract ID: 0014473	Amendment	72,000.00	09-01-2016 08-31-2018	Amendment #2: This amendment extends the contract term for an additional two (2) year period to lease sixty (60) parking spaces at the Chestnut Street Parking Garage. CO: 100% ST: 0% FED: 0%
Vendor: Parkerford Properties, Inc. Contract ID: 0017418	Contract	11,025.00	09-06-2016 OPEN	This Easement Agreement allows for the construction of the Schuylkill River Trail in East Coventry Township. CO: 100% ST: 0% FED: 0%

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>MH/IDD</u></b>				
Vendor: Melmark Home, Inc. Contract ID: 0017250	Contract	0.00	07-01-2016 06-30-2017	This contract renews Residential and Community Habilitation Services for individuals with intellectual disabilities. CO: 0% ST: 100% FED: 0%
Vendor: Neighbours International, Inc. Contract ID: 0017260	Contract	0.00	07-01-2016 06-30-2017	This contract renews Family Driven Fiscal Management Services for individuals with intellectual disabilities. CO: 0% ST: 100% FED: 0%
<b><u>Managed Behavioral Healthcare</u></b>				
Vendor: Voice and Vision, Inc. Contract ID: 0017142	Amendment	2,239.00	01-01-2016 06-30-2017	Amendment #1: This amendment provides additional funding for Recovery Oriented System of Care Services. CO: 0% ST: 100% FED: 0%
<b><u>Open Space Preservation</u></b>				
Vendor: Hillcrest Associates, Inc Contract ID: 0017409	Contract	0.00	10-06-2016 OPEN	This contract provides Survey and Consultant Services to obtain farm easements for the Agricultural Land Preservation Board. CO: 100% ST: 0% FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 06-Oct-2016**

<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: Miller, John B. and Katie F. Contract ID: 0017410	Contract	115,438.50	10-06-2016 UNTIL COMPLETE	25.15 acres of farmland owned by John B. and Katie F. Miller in East Nottingham Township are recommended for preservation by the Agricultural Land Preservation Board through the Commonwealth/County Program. The total project cost is \$128,265.00. The County will pay \$115,438.50 (90%) and be reimbursed by the Township \$51,947.32 (40.5%) per the funding agreement. The Landowner donation is \$12,826.50 (10%). The actual cost to the County is \$63,491.18 (49.5%). CO: 50%    ST: 0%    FED: 0%
Vendor: Beideman Consulting Group, LLC Contract ID: 0017437	Contract	0.00	10-06-2016 OPEN	This contract provides Survey and Consultant Services to obtain farm easements for the Agricultural Land Preservation Board. CO: 100%    ST: 0%    FED: 0%

**County of Chester**  
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<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: Stoltzfus, Sara B. Contract ID: 0017438	Contract	441,016.33	10-06-2016 UNTIL COMPLETE	95.02 acres of farmland owned by Sara B. Stoltzfus in Honey Brook Township are recommended for preservation by the Agricultural Land Preservation Board through the Commonwealth/County Program. The total project cost is \$490,018.14. The County will pay \$441,016.33 (90%) and be reimbursed by the Township \$99,228.68 (20.25%) and the Brandywine Conservancy \$99,228.67 (20.25%) per the funding agreement. The Landowner donation is \$49,001.81 (10%). The actual cost to the County is \$242,558.98 (49.5%). CO: 50%    ST: 0%    FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 06-Oct-2016**

<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: White Clay Farms LLC Contract ID: 0017439	Contract	154,148.28	10-06-2016 UNTIL COMPLETE	18.38 acres of farmland owned by White Clay Farms, LLC in East Marlborough Township are recommended for preservation by the Agricultural Land Preservation Board through the Commonwealth/County Program. The total project cost is \$190,306.52. The County will pay \$154,148.28 (80%) and be reimbursed by East Marlborough Land Trust \$10,000.00 (5.3%) per the funding agreement. The Landowner donation is \$36,158.24 (19%). The actual cost to the County is \$144,148.28 (75.7%). CO: 76%    ST: 0%    FED: 0%
Vendor: Manfredi, Rocco, MD Contract ID: 0017440	Contract	1,033,236.00	10-06-2016 UNTIL COMPLETE	95.67 acres of farmland owned by Rocco L. Manfredi, Richard and Anna Manfredi in New Garden Township are recommended for preservation by the Agricultural Land Preservation Board through the Commonwealth/County Program. The total project cost is \$3,826,800.00. The County will pay \$1,033,236.00 (27%) and the Landowner donation is \$2,793,564.00 (73%). CO: 27%    ST: 0%    FED: 0%

**County of Chester**  
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<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Planning Commission</u></b>				
Vendor: East Vincent Township Contract ID: 0017408	Contract	23,395.00	10-01-2016 09-30-2018	This contract provides funding for the Vision Partnership Program - East Vincent Township Comprehensive Plan Update. The total project cost is \$48,740.00. County funding is \$23,395.00 (48%). Other Funding: East Vincent Township \$25,345.00 (52%). CO: 48%    ST: 0%    FED: 0%
Vendor: Atglen Borough Contract ID: 0017427	Contract	38,920.00	10-01-2016 09-30-2018	This contract provides funding for the Vision Partnership Program - Atglen Borough Council Comprehensive Plan Update. The total project cost is \$55,600.00. County funding is \$38,920.00 (70%). Other Funding: Atglen Township \$16,680.00 (30%). CO: 70%    ST: 0%    FED: 0%
<b><u>Youth Center</u></b>				
Vendor: County of Montgomery Contract ID: 0017436	Contract	0.00	07-01-2016 06-30-2017	This contract provides revenue from the County of Montgomery to rent bed space at the Chester County Youth Center. CO: 0%    ST: 0%    FED: 0%

Managed by Dept of Procurement & General Services

Report ID: CC\_CMMSN

Set-ID: CCGOV

County of Chester

**COMMISSIONERS' CONTRACT AGENDA**

**DATE: 06-Oct-2016**

Page 16 of 16

Run Date: 10/04/2016

Run Time: 12:14:38PM

<b><u>Location</u></b>	<b><u>Type</u></b>	<b><u>Amount \$</u></b>	<b><u>Term</u></b>	<b><u>Description/Funding Percentage</u></b>
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Number of Contracts: 39



**AGENDA ITEMS - GRANTS**  
**October 6, 2016**

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
<b><u>Community Development</u></b>			
PA Dept. of Community and Economic Development Application - New	\$600,000	07/01/2016 06/30/2017	Keystone Communities Accessible Housing Grant Program No New Positions - No County Match State Funding = \$300,000 Other Funding = \$300,000 Resolution Attached - #33 -16
<b><u>District Attorney</u></b>			
PA Commission on Crime and Delinquency Application - New	\$45,285	01/01/2017 12/31/2017	Endowment Act (State EA) - ChesCo Child Advocacy Center 1 FT Position - No County Match State Funding = \$45,285
<b><u>Planning</u></b>			
Delaware Valley Regional Planning Commission Contract / Award - New 001-085100-331200-98600554-0851017	\$52,000	07/01/2016 06/30/2018	(TCDI)- Transportation Community Development Initiative - Phoenixville Region Multi-modal Transportation Plan No New Positions State Funding = \$52,000 County In-Kind = \$13,000 Total Funding = \$65,000



COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Hires and Rehires

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1. Employee : Barnes,Avery Tyler  
 Department : 453205 - Chester County Youth Center  
 Job : 806210 - Youth Center Officer  
 Salary Grade :  
 Compensation : \$ 13.75(H)  
 Effective Date : 10/10/2016
  
2. Employee : Carson,Allen J  
 Department : 453205 - Chester County Youth Center  
 Job : 806210 - Youth Center Officer  
 Salary Grade :  
 Compensation : \$ 13.75(H)  
 Effective Date : 10/10/2016
  
3. Employee : Cohen,Marlene  
 Department : 124403 - Dist Court 15-4-03 Exton  
 Job : 041150 - D J Clerk I  
 Salary Grade : N02  
 Compensation : \$ 26,886.86(A)  
 Effective Date : 10/10/2016
  
4. Employee : Figueroa,Juana M  
 Department : 461210 - Pocopson Nursing Care  
 Job : 040262 - LPN  
 Salary Grade : N08  
 Compensation : \$ 44,902.26(A)  
 Effective Date : 10/05/2016
  
5. Employee : Freeman,Timeeka  
 Department : 222000 - Juvenile Probation  
 Job : 040585 - SSS V  
 Salary Grade : N04  
 Compensation : \$ 34,054.80(A)  
 Effective Date : 10/24/2016
  
6. Employee : Giltinan,Karly  
 Department : 126000 - Clerk of Courts  
 Job : 803760 - Court Clerk  
 Salary Grade :  
 Compensation : \$ 11.41(H)  
 Effective Date : 10/10/2016
  
7. Employee : Graham,Jeaneen  
 Department : 221000 - Adult Probation  
 Job : 041123 - SSS III  
 Salary Grade : N02  
 Compensation : \$ 30,727.84(A)  
 Effective Date : 10/24/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Hires and Rehires

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- 8. Employee : Haack, Kristen  
 Department : 129000 - District Attorney  
 Job : 040510 - SSS V  
 Salary Grade : N04  
 Compensation : \$ 31,784.48(A)  
 Effective Date : 10/10/2016
  
- 9. Employee : Heberling, Kevin J  
 Department : 222000 - Juvenile Probation  
 Job : 048780 - Probation Officer I - JP  
 Salary Grade : U04  
 Compensation : \$ 38,148.00(A)  
 Effective Date : 10/24/2016
  
- 10. Employee : Jones, Ashley D  
 Department : 461212 - Pocopson Casual P/T Pool  
 Job : 351650 - Resident Services Technician  
 Salary Grade : 91  
 Compensation : \$ 9.32(H)  
 Effective Date : 10/03/2016
  
- 11. Employee : Linn, Alicia V  
 Department : 453205 - Chester County Youth Center  
 Job : 806210 - Youth Center Officer  
 Salary Grade :  
 Compensation : \$ 13.75(H)  
 Effective Date : 10/10/2016
  
- 12. Employee : Marple, Jessica  
 Department : 478110 - Public Health Admin  
 Job : 040450 - Account Clerk III  
 Salary Grade : N04  
 Compensation : \$ 31,784.48(A)  
 Effective Date : 10/10/2016
  
- 13. Employee : Murtoff, Colin  
 Department : 085100 - Planning  
 Job : 030480 - Planner II  
 Salary Grade : E03  
 Compensation : \$ 45,041.36(A)  
 Effective Date : 10/31/2016
  
- 14. Employee : Proctor, Justin E  
 Department : 451141 - Mental Hlth/Intel & Dev Disabl  
 Job : 048460 - EI Service Coordinator  
 Salary Grade : T04  
 Compensation : \$ 34,054.80(A)  
 Effective Date : 10/10/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Hires and Rehires

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- 15. Employee : Rush, Martin J  
Department : 126000 - Clerk of Courts  
Job : 803760 - Court Clerk  
Salary Grade :  
Compensation : \$ 11.41(H)  
Effective Date : 10/17/2016
  
- 16. Employee : Shahpurwala, Tehni  
Department : 451141 - Mental Hlth/Intel & Dev Disabl  
Job : 048460 - EI Service Coordinator  
Salary Grade : T04  
Compensation : \$ 34,054.80(A)  
Effective Date : 10/10/2016
  
- 17. Employee : Shum, Jacqueline  
Department : 453205 - Chester County Youth Center  
Job : 806210 - Youth Center Officer  
Salary Grade :  
Compensation : \$ 13.75(H)  
Effective Date : 10/10/2016
  
- 18. Employee : Smith, Jackson A  
Department : 090000 - Dept of Computing Info Service  
Job : 040166 - Service Desk Analyst I  
Salary Grade : N06  
Compensation : \$ 40,722.24(A)  
Effective Date : 10/17/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Transfers

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19.	Employee	:	Bronson,Phyllis W		
			<u>Proposed</u>		<u>Current</u>
	Department	:	131000 - Prothonotary		131000
	Job	:	040134 - Court Clerk Supervisor		803760
	Salary Grade	:	N06		
	Compensation	:	\$ 35,631.96(A)		\$ 11.30(H)
	Effective Date	:	09/17/2016		04/02/2016
20.	Employee	:	Colon,Genesis		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 25,548.90(A)		\$ 9.32(H)
	Effective Date	:	10/01/2016		01/13/2016
21.	Employee	:	Coveleski,Molly E		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 25,548.90(A)		\$ 9.32(H)
	Effective Date	:	10/01/2016		07/25/2016
22.	Employee	:	Hastings,Amber N		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 25,548.90(A)		\$ 9.32(H)
	Effective Date	:	10/01/2016		08/03/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Transfers

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23.	Employee	:	Johnson,Shaniya M		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 25,548.90(A)		\$ 9.32(H)
	Effective Date	:	10/01/2016		08/03/2016
24.	Employee	:	Rivera, Maria T		
			<u>Proposed</u>		<u>Current</u>
	Department	:	465100 - Pocopson Food & Dietary		465100
	Job	:	041670 - Dietary Aide		351670
	Salary Grade	:	N01		110
	Compensation	:	\$ 26,890.50(A)		\$ 13.80(H)
	Effective Date	:	10/15/2016		04/02/2016
25.	Employee	:	Smith,Katrina A		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 25,548.90(A)		\$ 9.32(H)
	Effective Date	:	10/01/2016		07/25/2016
26.	Employee	:	Snively-Bologna,Alexa N		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461212
	Job	:	041420 - Nurse Aide		351650
	Salary Grade	:	N01		91
	Compensation	:	\$ 25,548.90(A)		\$ 9.32(H)
	Effective Date	:	10/01/2016		06/27/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Transfers

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27. Employee : Walters,Paige L

Proposed

Current

Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N01  
Compensation : \$ 25,548.90(A)  
Effective Date : 10/01/2016

461212  
351650  
91  
\$ 9.32(H)  
07/25/2016

28. Employee : Zavala,Jasmin A

Proposed

Current

Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N01  
Compensation : \$ 25,548.90(A)  
Effective Date : 10/01/2016

461212  
351650  
91  
\$ 9.32(H)  
06/27/2016



COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Promotions

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29.	Employee	:	Martin, Heather A		
			Proposed	_____	Current
					_____
	Department	:	085100 - Planning		491100
	Job	:	030480 - Planner II		020489
	Salary Grade	:	E04		E03
	Compensation	:	\$ 45,041.36(A)		\$ 42,444.52(A)
	Effective Date	:	10/15/2016		04/02/2016
30.	Employee	:	Shirley, Susan D		
			Proposed	_____	Current
					_____
	Department	:	122000 - Court Reporters		122000
	Job	:	010540 - Chief Court Reporter		030980
	Salary Grade	:	E05		N08
	Compensation	:	\$ 64,421.46(A)		\$ 62,545.11(A)
	Effective Date	:	10/01/2016		04/02/2016
31.	Employee	:	Styche, Brian E		
			Proposed	_____	Current
					_____
	Department	:	085100 - Planning		085100
	Job	:	020061 - Transportation Svcs Director		020121
	Salary Grade	:	E07		E06
	Compensation	:	\$ 62,341.00(A)		\$ 59,373.45(A)
	Effective Date	:	10/15/2016		04/02/2016
32.	Employee	:	Walick, Lindsay A		
			Proposed	_____	Current
					_____
	Department	:	222000 - Juvenile Probation		222000
	Job	:	040585 - SSS V		040781
	Salary Grade	:	N04		N03
	Compensation	:	\$ 34,054.80(A)		\$ 30,981.60(A)
	Effective Date	:	10/15/2016		03/14/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016End of Employment

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33. Employee : Adeyiga,Adeyemi M  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 09/13/2016
34. Employee : Anderson,Julie G  
Department : 451141 - Mental Hlth/Intel & Dev Disabl  
Job : 048461 - ID Support Coordinator  
Effective Date : 10/15/2016
35. Employee : Arthur,Corinne J  
Department : 251200 - Public Safety Communications  
Job : 240330 - Telecommunicator II  
Effective Date : 09/03/2016
36. Employee : Castanos,Ryan M  
Department : 221000 - Adult Probation  
Job : 040860 - Pretrial Services Officer  
Effective Date : 10/04/2016
37. Employee : Childers,Sarah E  
Department : 065000 - Public Defender  
Job : 801060 - General Clerk  
Effective Date : 09/23/2016
38. Employee : Comeau,Timothy J  
Department : 478310 - EnvironmentalHealth Protection  
Job : 240222 - W Nile Virus Surveillance Tech  
Effective Date : 10/01/2016
39. Employee : Flinn,Doree Eichman  
Department : 451145 - Children, Youth and Families  
Job : 048563 - Casework Specialist  
Effective Date : 09/15/2016
40. Employee : George,Elizabeth A  
Department : 465100 - Pocopson Food & Dietary  
Job : 351670 - Dietary Aide  
Effective Date : 09/20/2016
41. Employee : Grant,Crystal S  
Department : 461210 - Pocopson Nursing Care  
Job : 351420 - Nurse Aide  
Effective Date : 09/19/2016
42. Employee : Green,Tanisha M  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 09/29/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016End of Employment

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43. Employee : Griffin,Matthew R  
Department : 065000 - Public Defender  
Job : 241210 - Interviewer Verifier  
Effective Date : 10/08/2016
44. Employee : Hager,David P  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 10/14/2016
45. Employee : Hankerson,Janear D  
Department : 085200 - Water Resources Authority  
Job : 030144 - Fiscal & Office Coord  
Effective Date : 10/15/2016
46. Employee : Hubbard,Shawanda M  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 09/23/2016
47. Employee : King,Ava Alise  
Department : 451145 - Children, Youth and Families  
Job : 020570 - Co Casework Supervisor  
Effective Date : 10/29/2016
48. Employee : Lazzarotti,Annette  
Department : 461212 - Pocopson Casual P/T Pool  
Job : 396970 - PRN  
Effective Date : 09/28/2016
49. Employee : Lwin,Su M  
Department : 251200 - Public Safety Communications  
Job : 240729 - Telecommunicator I  
Effective Date : 07/31/2016
50. Employee : Mango,Joseph J  
Department : 453205 - Chester County Youth Center  
Job : 806210 - Youth Center Officer  
Effective Date : 10/10/2016
51. Employee : McLean,Stacey  
Department : 453205 - Chester County Youth Center  
Job : 806210 - Youth Center Officer  
Effective Date : 10/10/2016
52. Employee : Melendez,Madeline A  
Department : 467100 - Pocopson Housekeeping  
Job : 041710 - Housekeeper  
Effective Date : 10/07/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016End of Employment

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53. Employee : Ortiz,Giovanni  
Department : 222000 - Juvenile Probation  
Job : 048780 - Probation Officer I - JP  
Effective Date : 09/26/2016
54. Employee : Price,Kimberly J  
Department : 221000 - Adult Probation  
Job : 048784 - Probation Officer I-AP  
Effective Date : 10/05/2016
55. Employee : Quarterman,Stacey L  
Department : 461212 - Pocopson Casual P/T Pool  
Job : 351650 - Resident Services Technician  
Effective Date : 09/19/2016
56. Employee : Rowley,Julie A  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 09/24/2016
57. Employee : Siebert,Brian G  
Department : 012000 - Finance  
Job : 030220 - Financial Analyst  
Effective Date : 10/15/2016
58. Employee : Spain,Cheryl Denise  
Department : 014200 - Human Resources/LTD  
Job : 040950 - Deputy Sheriff I  
Effective Date : 09/20/2016
59. Employee : Speck,Kethlyn E  
Department : 478310 - EnvironmentalHealth Protection  
Job : 240222 - W Nile Virus Surveillance Tech  
Effective Date : 08/27/2016
60. Employee : Trinidad-Ortiz,Nashaly  
Department : 467100 - Pocopson Housekeeping  
Job : 041710 - Housekeeper  
Effective Date : 10/01/2016
61. Employee : Tynes,Kelsey N  
Department : 468100 - Pocopson Laundry  
Job : 041760 - Laundry Worker  
Effective Date : 09/28/2016
62. Employee : Waite,Emma C  
Department : 126000 - Clerk of Courts  
Job : 803760 - Court Clerk  
Effective Date : 09/17/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

End of Employment

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- 63. Employee : Weaver, Marilyn L  
Department : 451143 - Office of Aging Services  
Job : 048933 - Aging Care Manager  
Effective Date : 09/30/2016
  
- 64. Employee : Williams, David J  
Department : 135000 - Domestic Relations  
Job : 240510 - SSS V  
Effective Date : 10/21/2016

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 10/06/2016

Retirements

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- 65. Employee : Hollway,Betty A  
Department : 120000 - Court Administration  
Job : 040053 - Judicial Secretary  
Effective Date : 01/14/2017
  
- 66. Employee : Johnson,Lois J  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 10/04/2016
  
- 67. Employee : Kelly,Dorothy Jane E  
Department : 133000 - Sheriff  
Job : 041120 - SSS III  
Effective Date : 10/08/2016
  
- 68. Employee : Lehman,Marvin L  
Department : 014200 - Human Resources/LTD  
Job : 040920 - Correctional Officer I  
Effective Date : 12/24/2016
  
- 69. Employee : Nolan,Edward P  
Department : 129100 - County Detectives  
Job : 040070 - Detective I  
Effective Date : 11/02/2016
  
- 70. Employee : Stanley,Nancy W  
Department : 453205 - Chester County Youth Center  
Job : 030062 - Nursing Supervisor  
Effective Date : 12/03/2016

**COUNTY OF CHESTER**

**Finance Agenda**

**Commissioners' Meeting, October 6, 2016**

1. Budget Change 15-16
2. Approve attached 2017 Official County Government Holiday Schedule
3. Vouchers as submitted by the Controller





Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget	Description
Prothonotary	001	131000	360000	16920000	1310001		6,932.00	Miscellaneous Revenue	To align budget for scanner purchase	Net Change +6,932	
	001	131000	420000	16920000	1310001		6,932.00	Material and Services			
To align budget for anticipated purchase of image scanner reimbursed by Automation Funds.											
Capital Reserve	301	310000	471100	39000289	3010001		-108,366.00	Bridge Maint & Preservation	To align budget with	No Net Change	
	301	310000	471100	39000301	3010001		108,366.00	Bridge Maint & Preservation	anticipated expenditures.		
To align budget with anticipated expenditures for Bridge #301 Walker Road over Trout Creek in Tredyffrin Township.											
Capital Reserve	301	131000	425100	80720025	3010001		6,932.00	PC Hardware/Software	To align budget with	No Net Change	
	301	133000	425100	80720025	3010001		2,049.00	PC Hardware/Software	anticipated expenditures		
	301	000000	499999	00000000	3010001		-8,981.00	Unappropriated			
To establish a Records Improvement budget for the acquisition of scanners for the Prothonotary and Sheriff.											
Capital Improv Fund	357	085300	445000	80340053	3570001		-54,941.00	To Individuals	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2015		54,941.00	Land Development Rights	anticipated expenditures.		
To align budget for Agricultural Conservation Easement with expenses based on Funding Agreements for the property of Isaac E. and Ada S. Stoltzfus.											
Capital Improv Fund	357	085300	445000	80340055	3570001		78,318.00	To Individuals	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2015		-78,318.00	Land Development Rights	anticipated expenditures.		
To align budget for Agricultural Conservation Easement with expenses based on Funding Agreements for the property of David S. and Priscilla K. Stoltzfus.											
Capital Improv Fund	357	085300	445000	80340027	3570001		124,924.00	To Individuals	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2015		-124,924.00	Land Development Rights	anticipated expenditures.		
To align budget for Agricultural Conservation Easement with expenses based on Funding Agreements for the property of B. K. Campbell, Inc.											
Capital Improv Fund	357	085300	445000	80340056	3570001		115,439.00	To Individuals	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2016		-115,439.00	Land Development Rights	anticipated expenditures.		
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for John B. and Katie F. Miller.											
Capital Improv Fund	357	085300	445000	80340062	3570001		154,149.00	To Individuals	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2016		-154,149.00	Land Development Rights	anticipated expenditures.		
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for White Clay Farms.											
Capital Improv Fund	357	085300	475110	80340060	3570001		1,033,236.00	Land Development Rights	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2016		-1,033,236.00	Land Development Rights	anticipated expenditures.		
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for Rocco L. Manfredi III, and Richard & Anna Manfredi.											
Capital Improv Fund	357	085300	445000	80340054	3570001		361,637.00	To Individuals	To align budget with	No Net Change	
	357	085300	475110	80300200	3570001 FY2015		-361,637.00	Land Development Rights	anticipated expenditures.		
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for Sara B. Stoltzfus, installment payment one of five.											





# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Terence Farrell  
Kathi Cozzone  
Michelle Kichline

**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

## 2017 OFFICIAL HOLIDAY SCHEDULE

The County offices will be closed on the official holidays listed below in 2017:

NEW YEAR'S DAY	January 2	Monday
MARTIN LUTHER KING, JR DAY	January 16	Monday
PRESIDENT'S DAY	February 20	Monday
MEMORIAL DAY	May 29	Monday
INDEPENDENCE DAY	July 4	Tuesday
LABOR DAY	September 4	Monday
ELECTION DAY	November 7	Tuesday
VETERANS DAY	November 10	Friday
THANKSGIVING DAY	November 23	Thursday
DAY AFTER THANKSGIVING	November 24	Friday
CHRISTMAS	December 25	Monday

*\* 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*

*April 14  
June 14  
October 9*

*Friday  
Wednesday  
Monday*