



# 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



## ORGANIZATIONAL MEETING

January 7, 2019

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **CONFIRMATION OF COUNTY OFFICIAL/EMPLOYEE RISK SECURITY**

The Risk Manager will confirm that the requisite insurance/security is in place.

4. **ANNOUNCEMENT OF DAY AND TIME OF REGULAR MEETINGS**

The Chairman will announce that the meetings of the Chester County Board of Commissioners will generally be held bi-weekly at 10:00 a.m. in the Commissioners' Board Room.

The Chief Clerk will verify that the dates and times of the Board Meetings have been duly advertised in the Daily Local News on December 23, 2018.

5. **DEPOSITORIES OF COUNTY FUNDS**

Designate by Motion, second and approve by vote the fund depositories and tax bank depositories and/or other financial institutions. (See attached list.)

6. **ADOPTION OF RESOLUTION #01-19 REGARDING BANKING AUTHORITY**

(See attached Resolution.)

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

## Depositories of County Funds

<b>Department or Account Name</b>	<b>Bank Name</b>
Concentration Account	TD Bank, NA
Disbursement Account	TD Bank, NA
Controlled Disbursement Account	TD Bank, NA
Payroll Account	PNC Bank
Clerk of Courts (6 accounts)	DNB First
Detectives Evidence Escrow	BB&T
District Court 15-1-01	DNB First
District Court 15-1-02	TD Bank, NA
District Court 15-1-03	DNB First
District Court 15-1-04	BB&T
District Court 15-1-05	Key Bank
District Court 15-2-01	Phoenixville Federal Bank & Trust
District Court 15-2-03	DNB First
District Court 15-2-07	BB&T
District Court 15-3-01	BB&T
District Court 15-3-04	BB&T
District Court 15-3-05	BB&T
District Court 15-3-06	M & T Bank
District Court 15-3-07	BB&T
District Court 15-4-01	TD Bank
District Court 15-4-02	DNB First
District Court 15-4-03	DNB First
District Court 15-4-04	BB&T
Health Bank (S Branch)	TD Bank, NA
OMBH	Meridian Bank
Prison -Canteen Fund – Regular	Meridian Bank
Prison -Canteen Fund – Savings	Meridian Bank
Prison -Correctional Center – Regular	Meridian Bank
Prison - Correctional Center – Welfare	Meridian Bank
Pocopson Home (2 accounts)	Wells Fargo
Prothonotary Operating	DNB First
Prothonotary – Credit Card	DNB First
Prothonotary – E Filing	DNB First
Prothonotary – Automation Fund	DNB First
Prothonotary – Masters Escrow	DNB First
Prothonotary – Escrow Disbursement	DNB First

Register of Wills – Operating Account  
Register of Wills – Minor Attorney Account  
Register of Wills – Counseling Fund  
Register of Wills – Automation Fund  
Register of Wills – Court Escrow Account  
Sheriff  
Sheriff  
Tax Claim Bureau  
Tax Claim Electronic Payments  
Treasurer

DNB First  
DNB First  
DNB First  
DNB First  
DNB First  
Franklin Mint Federal Credit Union  
Meridian Bank  
Wells Fargo  
DNB First  
DNB First

**COUNTY OF CHESTER  
COMMONWEALTH OF PENNSYLVANIA  
Resolution No. 01-19**

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**RESOLUTION OF THE CHESTER COUNTY COMMISSIONERS AUTHORIZING  
DESIGNATED OFFICERS AND EMPLOYEES TO OPEN AND CLOSE BANK ACCOUNTS  
AND DELEGATE AUTHORITY TO OPEN AND CLOSE ACCOUNTS**

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Be it resolved this **7th day of January 2019**, that the following officers and employees have the authority to open and close bank accounts, to delegate authority to other individuals to open and close accounts and to sign checks and to do any and all requirements as related to banking authority:

Check signing authorization:

3 of 3 Michelle Kichline, Commissioner  
Kathi Cozzone, Commissioner  
Terence Farrell, Commissioner

And Margaret Reif, Controller  
or Carol Pollitz, Deputy Controller

And Patricia Maisano, Treasurer  
or Robin Purnell, Deputy Treasurer  
or Dawn Zunino, Billing & Assessment Specialist

Investments, wire transfer authorization and confirmations, but not to include 3<sup>rd</sup> party disbursements:

Julie B. Bookheimer, Director of Financial Services  
Vickie S. Brown, Senior Financial Analyst/Assistant  
Christopher P. Burns, Senior Financial Analyst  
Sena Kim, Senior Financial Analyst

BOARD OF COMMISSIONERS

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Michelle Kichline, Commissioner

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Kathi Cozzone, Commissioner

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Terence Farrell, Commissioner

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Kara C. Rahn, Chief Clerk

Michelle Kichline, Commissioner

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Kathi Cozzone, Commissioner

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Terence Farrell, Commissioner

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Margaret Reif, Controller

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Julie B. Bookheimer, Chief Financial Officer

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Patricia Maisano, Treasurer

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Robin Purnell, Deputy Treasurer

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Dawn Zunino, Billing & Assessment Specialist

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Vickie S. Brown, Senior Financial Analyst/Assistant

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Christopher P. Burns, Senior Financial Analyst

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Sena Kim, Senior Financial Analyst

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Carol Pollitz, Deputy Controller

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ATTEST:

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Chief Clerk