



# THE COUNTY OF CHESTER



COMMISSIONERS  
Marian D. Moskowitz  
Josh Maxwell  
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

January 21, 2021

### 1. CALL MEETING TO ORDER

### 2. ANNOUNCEMENTS

- Findings on Special Counsel's investigation into Antibody Test Kit Procurement
- Preliminary results of Controller's Review of Antibody Test Kit Purchase
- Executive Session – The Board of Commissioners met in Executive Session on Wednesday, January 20, 2021 to discuss personnel and legal matters.

### 3. MINUTES OF THE PREVIOUS MEETING

### 4. PUBLIC COMMENT ON AGENDA

### 5. OLD BUSINESS – There are no items of old business.

### 6. NEW BUSINESS

#### a. 2021 Certification of Agricultural Conservation Easement Funding

It is recommended that the Board of Commissioners approve the attached 2021 Certification of Agricultural Conservation Easement Funding.

#### b. Authorities, Boards, and Commissions

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

#### c. Resolution 03-21

Resolution of the Chester County Commissioners accepting the Active Transportation Municipal Ordinance Inventory and Outreach Project and closing out the Delaware Valley Regional Planning Commission's Transportation and Community Development Initiative Grant Project.

#### d. Contracts

#### e. Grants

### 7. PERSONNEL MATTERS

#### a. Human Resources Agenda

**8. FINANCIAL MATTERS**

**a. Finance Agenda**

**9. PUBLIC COMMENT**

**10. ADJOURNMENT**



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## COMMISSIONERS' MEETING MINUTES

**January 7, 2021**

### 1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:01 AM on January 7, 2021 via webinar by the Chair of the Board of Commissioners, Marian D. Moskowitz. Commissioner Josh Maxwell and Commissioner Michelle Kichline were also present.

### CALL TO ORDER

### 2. ANNOUNCEMENTS

Chair Moskowitz announced that the Board of Commissioners met in Executive Session on Tuesday, January 5, 2021 to discuss personnel and legal matters.

### ANNOUNCEMENTS

### 3. MINUTES OF PREVIOUS MEETING

Commissioner Maxwell made a motion to approve the minutes from the last meeting on December 10, 2020, and the Organizational meeting on January 4, 2021. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and unanimously approved the minutes from the December 10, 2020 Commissioners' Meeting and January 4, 2021 Commissioners' Organizational Meeting.

### MINUTES APPROVED

### 4. PUBLIC COMMENT ON AGENDA

There was no public comment on the agenda.

### PUBLIC COMMENT

### 5. OLD BUSINESS – There were no items of old business.

### OLD BUSINESS

### 6. NEW BUSINESS

### NEW BUSINESS

#### a. Resolution 02-21

Commissioner Kichline made a motion to approve Resolution 02-21 authorizing the exoneration of certain county taxes. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 02-21.

### Resolution 02-21

#### b. Contracts

Commissioner Maxwell made a motion to approve the Contracts Agenda. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and unanimously approved the Contracts Agenda.

### Contracts

#### c. Grants

Commissioner Kichline made a motion to approve the Grants Agenda. Chair Moskowitz seconded the motion. After a roll call vote, all Commissioners voted yes and unanimously approved the Grants Agenda.

### Grants

**7. PERSONNEL MATTERS**

**PERSONNEL**

**a. Human Resources Agenda**

Commissioner Maxwell made a motion to approve the Human Resources Agenda. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and unanimously approved the Human Resources Agenda.

**8. FINANCIAL MATTERS**

**FINANCE**

**a. Finance Agenda**

Commissioner Kichline made a motion to approve the Finance Agenda. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and unanimously approved the Finance Agenda with the following items:

- Budget Change 18-20
- Budget Change 01-21
- Private Pay Room Rates for Pocopson Home
- Vouchers as submitted by the Controller

**9. PUBLIC COMMENT**

**PUBLIC COMMENT**

There was no public comment.

**10. ADJOURNMENT**

**ADJOURNMENT**

The meeting was adjourned following a motion made by Chair Moskowitz, which was seconded by Commissioner Maxwell. After a roll call vote, all Commissioners unanimously approved the motion to adjourn the meeting. Meeting adjourned at 10:09 AM.



**Taken by Taylor Pettit**

**On behalf of Chief Clerk Robert J. Kagel**

**CERTIFICATION OF COUNTY FUNDS**  
**FOR 2021 PROGRAM YEAR**

The \_\_\_\_\_ (COMMISSIONER/COUNTY EXECUTIVE) of \_\_\_\_\_ County hereby certifies that, at a duly advertised public meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, total funds in the amount of \$\_\_\_\_\_ (**must equal Line E below**) were appropriated for the 2021 program year beginning January 1, 2021. The purpose of providing the county matching funds is for the purchasing of agricultural conservation easements pursuant to the authority contained in the Act of June 30, 1981 (P.L. 128, No. 43) known as the Agricultural Area Security Law, as amended. It is further certified that such funds have been appropriated by \_\_\_\_\_ County and placed in a restricted account *or are reserved exclusively by the county for the purchase of easements*. It is further certified that any of these funds that are not expended by the end of December 31, 2022, will be available for use in subsequent fiscal periods for the same purpose. It is further certified that none of these funds will be used to pay administrative costs incurred by the county to purchase agricultural conservation easements, except as permitted under Act 46 of 2006.

The total county funds appropriated for the 2021 program year are accumulated from the following sources of revenue:

- A. Allocation of 2021 County Match Funds from County Revenues: \$ \_\_\_\_\_
- B. Total Interest Collected from 2020 County Clean and Green (1+2) \$ \_\_\_\_\_
  - Rollback Tax Penalties (please itemize by use):
    - 1. portion to be used for easement purchases: \$ \_\_\_\_\_
    - 2. portion to be used for monitoring and enforcement, or for conservation planning: \$ \_\_\_\_\_
- C. Allocation from County Bond fund Revenues: \$ \_\_\_\_\_
- D. County General Funds used exclusively for IPA Interest.  
(Non-IPA Counties ignore this item): \$ \_\_\_\_\_
- E. **Accumulated Total Certified County Match funds for 2021:**  
(Total of A, B, C & D) \$ \_\_\_\_\_

In accordance with Act 156 of 1998, §5490.8(b.1)(b.2), the certified amount indicated above includes all of the interest collected by the county from Clean and Green (Act 319) rollback tax penalties in the previous calendar year. Act 156 requires that this amount be in addition to other local money appropriated by the county for the purchase of agricultural conservation easements.

\_\_\_\_\_  
CHAIRMAN, COUNTY COMMISSIONERS OR  
COUNTY CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
COUNTY CONTROLLER OR  
CHIEF FISCAL OFFICER

**COUNTY OF CHESTER**

**Authorities, Boards and Commissions**

**January 21, 2021**

**Airport Authority**

Appoint Glen Cooper for a term ending December 31, 2025

**Industrial Development Authority**

Appoint Vincent Gillen for a term ending December 31, 2025

**THE COUNTY OF CHESTER  
COMMONWEALTH OF PENNSYLVANIA  
RESOLUTION No. 03-21**

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**RESOLUTION OF THE CHESTER COUNTY COMMISSIONERS ACCEPTING THE  
ACTIVE TRANSPORTATION MUNICIPAL ORDINANCE INVENTORY AND  
OUTREACH PROJECT AND CLOSING OUT THE DELAWARE VALLEY  
REGIONAL PLANNING COMMISSION'S (DVRPC) TRANSPORTATION AND  
COMMUNITY DEVELOPMENT INITIATIVE (TCDI) GRANT PROJECT  
(CONTRACT 19-67-030)**

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**WHEREAS**, the County of Chester's comprehensive plan, *Landscapes3*, has an objective to provide universally accessible sidewalks, trails, and public transit connections to create a continuous active transportation network within designated growth areas and develop multi-use trails to interconnect all communities; and

**WHEREAS**, the Chester County Planning Commission has completed the *Active Transportation Municipal Ordinance Inventory and Outreach* project, which implements *Landscapes3* and includes both individual municipal reports and a county-wide report titled *Bicycles, Pedestrians, and Transit*; and

**WHEREAS**, the County of Chester recognizes that the Delaware Valley Regional Planning Commission provides sound and integrated land use and transportation planning and coordination of planning at all levels of government; and

**WHEREAS**, the *Active Transportation Municipal Ordinance Inventory and Outreach* project endorsement is a review process developed by the Delaware Valley Regional Planning Commission (DVRPC) to assure compliance with municipal, county, and regional agencies and policies that meet the goals of the Delaware Valley Regional Planning Commission's long range plan, *Connections 2045*; and

**WHEREAS**, the *Active Transportation Municipal Ordinance Inventory and Outreach* project may require the preparation of additional planning documents to ensure implementation as the means by which a municipality assesses the consistency of its existing community vision and planning documents with the *Connections 2045* and *Landscapes3* plans; and

**WHEREAS**, the County of Chester Board of Commissioners have obligated the funds provided to them through the Transportation and Community Development Initiative (TCDI) to plan for the sustainable growth of Chester County and recommends that the Chester County municipalities approve and implement the study recommendations provided to each municipality as a result of this project toward advancing the state of active transportation facilities and infrastructure county wide.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the County of Chester does hereby approve and accept the conclusions and recommendations of the *Active Transportation Municipal Ordinance Inventory and Outreach* project as prepared by the Chester County Planning Commission.

**THIS RESOLUTION**, adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the Board of Chester County Commissioners.

**COMMISSIONERS:**

\_\_\_\_\_  
**Marian D. Moskowitz**, Chair

\_\_\_\_\_  
**Josh Maxwell**, Commissioner

\_\_\_\_\_  
**Michelle Kichline**, Commissioner

**ATTEST:**

\_\_\_\_\_  
**Robert J. Kagel**, Chief Clerk



**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 21-JAN-2021**

<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: Corrections Development, Inc. Contract ID: 0017749	Amendment	22,870.00	01-01-2021 UNTIL COMPLETE	Amendment #5: This amendment provides funding for the annual Licensing, Maintenance, Upgrades and Support Services for the Offender Case Management System. CO: 100%            ST: 0%            FED: 0%
<b><u>Children Youth and Families</u></b>				
Vendor: Maternal & Child Health Consortium of CC Contract ID: 0018128	Amendment	142,861.00	01-01-2021 06-30-2022	Amendment #5: This amendment extends the contract term for an additional one (1) year period and adds the Plans of Safe Care Coordinator Services for families whose infants are born affected by substance abuse or experiencing withdrawal symptoms resulting from prenatal drug exposure or Fetal Alcohol Spectrum Disorders (FASD). CO: 20%            ST: 75%            FED: 5%
Vendor: Scantek Inc. Contract ID: 0019924	Amendment	1,750.00	01-11-2021 10-30-2022	Amendment #1: This amendment provides funding for additional Migration Services. CO: 40%            ST: 60%            FED: 0%
Vendor: IntelliSys Solutions Group, LLC Contract ID: 0020040	Contract	153,600.00	01-01-2021 06-30-2022	This contract provides Program Analyst Consulting Services per the Request for Proposal #2010-02. CO: 35%            ST: 51%            FED: 14%
<b><u>Community Development</u></b>				
Vendor: City of Coatesville Contract ID: 0015980	Amendment	150,000.00	07-01-2014 12-31-2021	Amendment #4: This amendment provides additional funding and extends the contract term for an additional one (1) year period for the Lincoln Highway Improvement Project at the intersection of Lincoln Highway and First Avenue. The cost associated with this amendment is provided by the Community Revitalization Program. This supports Strategic Business Plan Community Revitalization activity. CO: 100%            ST: 0%            FED: 0%
Vendor: Blackbaud, Inc Contract ID: 0017434	Amendment	52,643.65	01-01-2017 12-31-2024	Amendment #4: This amendment provides additional funding to support the Grant Information and Financial Tracking System (GIFTS) Online Enterprise for the period of January 1, 2021 through December 31, 2021. The cost associated with this amendment is funded by the Workforce Innovation and Opportunity Act and the Housing Trust Program. This supports Strategic Business Plan Housing and Community Support Services, Career and Workforce Development and Youth Development activity. CO: 20%            ST: 0%            FED: 80%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 21-JAN-2021**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Open Hearth, Inc. Contract ID: 0019811	Amendment	5,316.00	09-01-2020 08-31-2021	Amendment #1: This amendment extends the contract term and provides additional funding for Permanent Supportive Housing for chronically homeless individuals. The cost associated with this amendment is funded by the U.S. Department of Housing and Urban Development Continuum of Care Program. This supports Strategic Business Plan Housing and Community Support Services activity. CO: 6%            ST: 0%            FED: 94%
Vendor: North Star of Chester County Contract ID: 0019882	Amendment	0.00	04-01-2020 06-30-2021	Amendment #1: This amendment extends the contract term for an additional six (6) month period for COVID-19 Homeless Prevention and Financial Assistance Programs. The cost associated with this amendment is funded by the Community Development Block Grant and the Coronavirus Aid, Relief, and Economic Security (CARES) Act. This supports Strategic Business Plan Housing and Community Support Services activity. CO: 0%            ST: 0%            FED: 100%
Vendor: Community Warehouse Project Contract ID: 0019891	Amendment	0.00	04-01-2020 12-31-2021	Amendment #1: This amendment extends the contract period for an additional one (1) year period for the Community Warehouse Project of Chester County. The cost associated with this amendment is funded by the Housing Trust Program. This supports Strategic Business Plan Housing and Community Support Services activity. CO: 100%            ST: 0%            FED: 0%
Vendor: Atglen Borough Contract ID: 0020034	Contract	506,880.00	01-01-2021 12-31-2022	This contract provides funding for replacement of the water main along Ridge Avenue between High Street and Israel Mill Road. The cost associated with this contract is funded by the Community Revitalization Program. This supports Strategic Business Plan Community Revitalization activity. CO: 100%            ST: 0%            FED: 0%
Vendor: Capacity For Change, LLC Contract ID: 0020035	Contract	72,750.00	01-01-2021 12-31-2022	This contract provides funding for Strategic Plan Consulting Services to the Decade to Doorways Partnership. The cost associated with this contract is funded by the Community Services Block Grant and the Housing Trust Program. This supports Strategic Business Plan Homeless Shelter and Housing and Community Support Services. CO: 62.5%            ST: 0%            FED: 37.5%
<b><u>Court Administration</u></b>				
Vendor: Diakon Child Family Community Ministries Contract ID: 0020043	Contract	0.00	01-01-2021 12-31-2021	This contract renews Orphans' Court Investigator Services. CO: 100%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 21-JAN-2021**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Court Administration</u></b>				
Vendor: Crichton, Stuart Rolf Contract ID: 0020050	Contract	40,297.08	01-01-2021 12-31-2021	This contract renews Conflict Counsel Legal Services for Criminal Cases. CO: 100% ST: 0% FED: 0%
<b><u>DCIS</u></b>				
Vendor: Core BTS, Inc. Contract ID: 0020041	Contract	55,000.00	01-21-2021 UNTIL COMPLETE	This contract provides for the Cisco Unified Communication Manager Upgrade for Enhanced Softphone Support per the Request for Proposal #2010-05. CO: 0% ST: 0% FED: 100%
<b><u>Emergency Services</u></b>				
Vendor: Event Medical Solutions Contract ID: 0019954	Amendment	0.00	01-07-2021 05-11-2021	Amendment #1: This amendment for EMS Staffing provides for a Paramedic assigned to COVID-19 vaccine clinics. This is a contingency amendment put into place due to COVID-19. Federal and state funding sources will be pursued if available. CO: 0% ST: 0% FED: 100%
Vendor: AeroClave, LLC Contract ID: 0020003	Amendment	0.00	01-01-2021 02-28-2021	Amendment #1: This amendment extends the contract term for an additional two (2) month period for decontamination equipment to support the COVID-19 Emergency Responder Support Program. CO: 0% ST: 0% FED: 100%
<b><u>Human Resources</u></b>				
Vendor: General Healthcare Resources LLC. Contract ID: 0019906	Amendment	0.00	01-12-2021 12-31-2021	Amendment #1: This amendment for Temporary Staffing Services provides additional hourly rates for Testing/Vaccination Admissions Professionals. CO: 100% ST: 0% FED: 0%
Vendor: Monarch Staffing, LLC Contract ID: 0020044	Contract	0.00	01-01-2021 01-01-2022	This contract renews Temporary Staffing Services to supply qualified temporary employees as requested by various County Departments. CO: 100% ST: 0% FED: 0%
Vendor: Randstad North America, L.P. Contract ID: 0020045	Contract	0.00	01-21-2021 12-31-2021	This contract renews Temporary Staffing Services to supply qualified temporary employees as requested by various County Departments. CO: 100% ST: 0% FED: 0%
Vendor: Chadds Ford Alternacare, Inc. Contract ID: 0020047	Contract	0.00	01-11-2021 01-10-2022	This contract provides for registered nurses and non-medical/logistical personnel to administer and support COVID-19 vaccines. CO: 0% ST: 100% FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 21-JAN-2021**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Human Services</u></b>				
Vendor: Michael Baker International, Inc. Contract ID: 0019152	Amendment	13,913.40	01-01-2021 06-30-2021	Amendment #2: This amendment extends the contract term for an additional six (6) month period and provides additional funding for Community Transportation Service Analysis. This is a result of the Request for Proposal #1907-04. CO: 0%            ST: 100%            FED: 0%
<b><u>Juvenile Probation</u></b>				
Vendor: Stukes, Anthony Contract ID: 0019866	Amendment	2,000.00	01-21-2021 11-30-2021	Amendment #1: This amendment extends the contract term for an additional five (5) month period and increases funding for Trainer/Facilitator Services to assist in identifying training programs to educate Juvenile Probation staff in the areas of race and culture. CO: 100%            ST: 0%            FED: 0%
<b><u>Managed Behavioral Healthcare</u></b>				
Vendor: Obermayer Rebmann Maxwell & Hippel LLP Contract ID: 0018951	Amendment	0.00	12-31-2020 03-31-2021	Amendment #1: This amendment extends the contract term for an additional three (3) month period for Legal Services for the HealthChoices Program. CO: 0%            ST: 100%            FED: 0%
Vendor: Allegheny HealthChoices Inc. Contract ID: 0019259	Amendment	1,500.00	01-01-2020 12-31-2020	Amendment #1: This amendment provides additional funding for Consultant Services for the HealthChoices Program Information Systems and Data Warehouse. CO: 0%            ST: 100%            FED: 0%
<b><u>Open Space Preservation</u></b>				
Vendor: Natural Lands Trust Contract ID: 0018838	Amendment	0.00	12-10-2020 04-03-2022	Amendment #1: This amendment transfers the Springridge Property Acquisition Grant Agreement to East Whiteland Township as the Township will be the ultimate property owner. There is no change in the contract term or amount. CO: 0%            ST: 0%            FED: 0%
Vendor: Natural Lands Trust Contract ID: 0018839	Amendment	0.00	12-10-2020 04-03-2022	Amendment #1: This amendment transfers the Balderston Property Acquisition Grant Agreement to East Whiteland Township as the Township will be the ultimate property owner. There is no change in the contract term or amount. CO: 0%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 21-JAN-2021**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Planning Commission</u></b>				
Vendor: Thornbury Township Contract ID: 0020038	Contract	23,352.00	01-01-2021 06-30-2022	This contract provides funding for the Vision Partnership Program Grant Manual - Thornbury Township Subdivision and Land Development Ordinance Update and Official Map Update. The total project cost is \$33,360.00. County funding is \$23,352.00 (70.00%). Other funding: Municipality \$10,008.00 (30.00%). CO: 70%                    ST: 0%                    FED: 0%
<b><u>Public Health Admin</u></b>				
Vendor: Kennett Fire Company No. 1 Contract ID: 0020046	Contract	4,000.00	01-18-2021 03-18-2021	This Lease Agreement provides for the Health Department to lease office space to conduct Health Services Clinics. CO: 0%                    ST: 0%                    FED: 100%
<b><u>Solicitors</u></b>				
Vendor: Anapol Weiss Contract ID: 0020052	Contract	0.00	12-18-2020 UNTIL COMPLETE	This contract provides additional Legal Services as required by the County Solicitor's Office. CO: 100%                    ST: 0%                    FED: 0%
<b><u>Youth Center</u></b>				
Vendor: County of Delaware Contract ID: 0020042	Contract	0.00	07-01-2020 06-30-2021	This contract renews bed space rental for Delaware County Children and Youth Services at the Chester County Youth Center. This is a revenue contract. CO: 0%                    ST: 0%                    FED: 0%
Vendor: Dauphin County Contract ID: 0020048	Contract	0.00	07-01-2020 06-30-2021	This contract renews bed space rental for Dauphin County Children and Youth Services at the Chester County Youth Center. This is a revenue contract. CO: 0%                    ST: 0%                    FED: 0%

Number of Contracts:                    **31**

**Grants Agenda  
January 21, 2021**

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
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**Drug and Alcohol Services**

Vital Strategies Regional Overdose Prevention Coalition Application - New	\$ 50,000.00	02/01/2021 09/30/2021	Harm Reduction No New Positions - No County Match Other Funding = \$50,000.00
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**Planning**

Pennsylvania Department of Conservation and Natural Resources Contract / Award - New 001-085100-331200-98600565-0851016	\$ 5,000.00	01/01/2021 12/31/2024	Walk Works - Development of a County-wide Complete Streets Policy No New Positions - In-Kind County Match = \$500.00 State Funding = \$5,000.00
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COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/21/2021Hires and Rehires

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1. Employee : Arena, Judilyn  
Department : 478210 - Nursing  
Job : 020553 - Personal Hlth Prog Supervisor  
Salary Grade : E05  
Compensation : \$ 61,314.24(A)  
Effective Date : 01/25/2021
2. Employee : Beulah, LeDajha J  
Department : 461210 - Pocopson Nursing Care  
Job : 351420 - Nurse Aide  
Salary Grade :  
Compensation : \$ 16.05(H)  
Effective Date : 02/01/2021
3. Employee : Brown, Kiana L  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N02  
Compensation : \$ 31,303.35(A)  
Effective Date : 01/19/2021
4. Employee : Crothers, Allison J  
Department : 451145 - Children, Youth and Families  
Job : 048560 - County Caseworker II  
Salary Grade : T04  
Compensation : \$ 34,054.80(A)  
Effective Date : 01/25/2021
5. Employee : Kelby, Jennifer M  
Department : 451145 - Children, Youth and Families  
Job : 048560 - County Caseworker II  
Salary Grade : T04  
Compensation : \$ 34,054.80(A)  
Effective Date : 01/25/2021
6. Employee : Marshall, Glen Martin  
Department : 460100 - Pocopson Home Admin  
Job : 351540 - Swtchbd/Mailrm Clk  
Salary Grade : 97  
Compensation : \$ 14.24(H)  
Effective Date : 01/19/2021
7. Employee : Medrow, Gretchen E  
Department : 451144 - Drug and Alcohol  
Job : 048655 - D&A Case Mgmt Spclst  
Salary Grade : T04  
Compensation : \$ 34,054.80(A)  
Effective Date : 01/25/2021

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/21/2021

Hires and Rehires

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- 8. Employee : Nava Jr, Jose L  
Department : 133000 - Sheriff  
Job : 041380 - Security Operator  
Salary Grade : N03  
Compensation : \$ 35,909.12(A)  
Effective Date : 01/25/2021
  
- 9. Employee : Traore, Fatoumata  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N02  
Compensation : \$ 31,303.35(A)  
Effective Date : 01/19/2021



COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/21/2021

Transfers

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10.	Employee	:	Bjork,Michelle E		
			<u>Proposed</u>		<u>Current</u>
	Department	:	129000	- District Attorney	129000
	Job	:	041120	- SSS III	230270
	Salary Grade	:	N02		
	Compensation	:	\$ 29,216.46(A)		\$ 24.66(H)
	Effective Date	:	01/16/2021		06/29/2020
11.	Employee	:	Shubert-Baranowski,Anastasia		
			<u>Proposed</u>		<u>Current</u>
	Department	:	129000	- District Attorney	129000
	Job	:	030423	- Attorney I	801060
	Salary Grade	:	L01		
	Compensation	:	\$ 49,922.08(A)		\$ 24.00(H)
	Effective Date	:	01/16/2021		05/18/2020

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/21/2021

Promotions

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12.	Employee	:	Barkawi, Sameer M	
			<u>Proposed</u>	<u>Current</u>
	Department	:	065000 - Public Defender	065000
	Job	:	020261 - Attorney III	030081
	Salary Grade	:	L03	L02
	Compensation	:	\$ 68,194.88(A)	\$ 60,679.20(A)
	Effective Date	:	01/30/2021	12/19/2020
13.	Employee	:	Bruno, Erin Nicole Book	
			<u>Proposed</u>	<u>Current</u>
	Department	:	065000 - Public Defender	065000
	Job	:	020081 - Attorney IV	020261
	Salary Grade	:	L04	L03
	Compensation	:	\$ 77,180.48(A)	\$ 69,267.43(A)
	Effective Date	:	01/30/2021	12/19/2020
14.	Employee	:	Holland, Chelsea	
			<u>Proposed</u>	<u>Current</u>
	Department	:	065000 - Public Defender	065000
	Job	:	030081 - Attorney II	030423
	Salary Grade	:	L02	L01
	Compensation	:	\$ 60,326.24(A)	\$ 49,922.08(A)
	Effective Date	:	01/30/2021	12/19/2020

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/21/2021

## End of Employment

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15. Employee : Bernardo-Rudy,Michelle  
 Department : 060000 - Solicitor  
 Job : 030072 - Deputy Solicitor/ExecAsstAdm  
 Effective Date : 01/23/2021
16. Employee : Bolt,Brian T  
 Department : 133000 - Sheriff  
 Job : 040680 - Deputy Sheriff II  
 Effective Date : 01/16/2021
17. Employee : Boyer,Stephen T  
 Department : 453205 - Chester County Youth Center  
 Job : 806210 - Youth Center Officer  
 Effective Date : 12/02/2020
18. Employee : Brown,Lisa M  
 Department : 251315 - Safety and Security  
 Job : 041381 - Safety & Security Operator  
 Effective Date : 01/22/2021
19. Employee : Carden,Andrew W  
 Department : 251200 - Public Safety Communications  
 Job : 040730 - Telecommunicator I  
 Effective Date : 01/07/2021
20. Employee : Ignudo,Shewayna A  
 Department : 453205 - Chester County Youth Center  
 Job : 806210 - Youth Center Officer  
 Effective Date : 01/10/2021
21. Employee : Knauer,Sarah J  
 Department : 070000 - Recorder of Deeds  
 Job : 040146 - Document Recording Tech I  
 Effective Date : 01/16/2021
22. Employee : Mace,Jessica C  
 Department : 210000 - Chester County Prison  
 Job : 020725 - Fiscal Coordinator  
 Effective Date : 01/16/2021
23. Employee : Void,Dennis C  
 Department : 453205 - Chester County Youth Center  
 Job : 806210 - Youth Center Officer  
 Effective Date : 01/02/2021
24. Employee : Work,Esther M  
 Department : 124105 - Dist Court 15-1-05 Cville Sand  
 Job : 041150 - D J Clerk I  
 Effective Date : 01/08/2021

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/21/2021

Retirements

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- 25. Employee : Dube, Marguerite L  
Department : 589100 - Chester County Library  
Job : 010350 - Librarian V  
Effective Date : 05/01/2021
  
- 26. Employee : Madden, Colleen M  
Department : 035100 - Assessment  
Job : 040610 - Real Estate Appraiser II  
Effective Date : 02/26/2021

**COUNTY OF CHESTER**

**Finance Agenda**

**Commissioners' Meeting, January 21, 2021**

1. Budget Change 19-20
2. Budget Change 02-21
3. Vouchers as submitted by the Controller

**2020  
Budget Amendment  
BC-19  
January 21, 2021**

<b>Date</b>	<b>Department Name</b>	<b>Fund</b>	<b>Org</b>	<b>Account</b>	<b>Project</b>	<b>Activity</b>	<b>Bud Ref</b>	<b>Amount</b>	<b>Account Description</b>	<b>Change to Budget</b>	
12/31/2020	Coroner	001	128000	383300	80960103	1280001	FY2020	\$ 24,968	Fin. Source Leases	Net Change + \$24,968	
	Coroner	001	128000	475810	80960103	1280001	FY2020	\$ 24,968	Vehicle Leases		
				To set-up initial vehicle lease							
12/31/2020	Domestic Relations	101	135000	383300	80960109	1350001	FY2020	\$ 21,683	Fin. Source Leases	Net Change + \$21,684	
	Domestic Relations	101	135000	383300	80960110	1350001	FY2020	\$ 1	Fin. Source Leases		
	Domestic Relations	101	135000	475810	80960109	1350001	FY2020	\$ 21,683	Vehicle Leases		
	Domestic Relations	101	135000	475810	80960110	1350001	FY2020	\$ 1	Vehicle Leases		
				To set-up initial vehicle lease							

**2021  
Budget Amendment  
BC-02  
January 21, 2021**

<b>Date</b>	<b>Department Name</b>	<b>Fund</b>	<b>Org</b>	<b>Account</b>	<b>Project</b>	<b>Activity</b>	<b>Bud Ref</b>	<b>Amount</b>	<b>Account Description</b>	<b>Change to Budget</b>
1/21/21	Planning	001	085100	442000	98600569	0851014		\$ 250,000	To Organizations	No Net Change
	Non-Dept	001	902100	499999	00000000	9021001		\$ (250,000)	Unappropriated	
To adjust the 2021 budget to carry forward the Delaware Valley Regional Economic Development Fund grant.										
1/21/21	Planning	001	085100	331200	98600565	0851016		\$ 5,000	Federal - Operating	Net Increase +\$5,000
	Planning	001	085100	420000	98600565	0851016		\$ 5,000	Materials and Services	
To budget the Walk Works - Development of a county-wide Complete Streets Policy grant.										