



# 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

January 31, 2019

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENTS
  - Executive Session – The Board of Commissioners met in Executive Session on Wednesday, January 30, 2019 to discuss personnel and legal matters.
4. MINUTES OF PREVIOUS MEETINGS
5. PUBLIC COMMENT ON AGENDA
6. OLD BUSINESS – There are no items of old business.
7. NEW BUSINESS
  - a. Authorities, Boards & Commissions

It is recommended that the Board of Commissioners approve the attached appointments.
  - b. Contracts
  - c. 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

January 16, 2019

**1. CALL MEETING TO ORDER**

The public meeting of the Chester County Board of Commissioners was called to order at 11:08 AM on January 16, 2019 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Michelle Kichline. Commissioners Kathi Cozzone and Terence Farrell were also present.

**CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

Chairman Kichline asked Chief Shane Clark of West Pikeland Police to lead the Pledge.

**PLEDGE OF ALLEGIANCE**

**3. ANNOUNCEMENTS**

Chairman Kichline announced that the Board of Commissioners met in Executive Session on Tuesday, January 15, 2019 to discuss personnel and legal matters.

**ANNOUNCEMENTS**

**4. MINUTES OF PREVIOUS MEETING**

Commissioner Cozzone made a motion to approve the minutes from the last two meetings on December 12, 2018 and January 7, 2019. Commissioner Farrell seconded the Motion. Motion carried to approve the minutes from the December 12, 2018 and the January 7, 2019 Commissioners' meetings.

**MINUTES APPROVED**

**5. PUBLIC COMMENT ON AGENDA**

There were no comments from the public on the agenda.

**PUBLIC COMMENT**

**6. OLD BUSINESS**

**OLD BUSINESS**

**a. Bid Award**

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

**Bid Award**

**Replacement Filters for the Firing Range, Bid #251812-1330A:**  
American Air Filter dba AAF International      \$ 30,593.55

**7. NEW BUSINESS**

**a. Resolution 02-19**

Commissioner Cozzone made a Motion to approve Resolution 02-19 approving a certain Chester County Industrial Development Authority Application/Project. Commissioner Farrell seconded the Motion. Motion carried to approve the Chester County Industrial Development Authority Application/Project.

**Resolution**

**b. 2019 Certification of Agricultural Conservation Easement Funding**

Commissioner Farrell made a Motion to approve the 2019 Certification of Agricultural Conservation Easement Funding and Commissioner Cozzone seconded the Motion. Motion carried to approve the 2019 Certification of Agricultural Conservation Easement Funding.

**Certification**

**c. Authorities, Boards and Commissions**

**Authorities, Boards  
and Commissions**

Commissioner Cozzone made a Motion to approve the following appointment:

**Delaware Valley Regional Finance Authority**

Michelle Kichline for an unexpired term ending 12/31/2019

Commissioner Farrell seconded the Motion. Chairman Kichline abstained from voting.

Roll call was taken. Motion carried to approve the appointment of Michelle Kichline to the Delaware Valley Regional Finance Authority for an unexpired term ending 12/31/2019. During the Sunshine meeting on January 15, 2019, Chairman Kichline announced that she would be donating all funds received from serving on the Delaware Valley Regional Finance Authority to the Chester County Charitable Fund's 501c3 to help fund the fight against the Opioid Overdose Crisis.

**j. Contracts**

**Contracts**

Commissioner Cozzone made a Motion to approve the Contracts Agenda. Commissioner Farrell seconded the Motion. Motion carried to approve the Contracts Agenda.

**k. Grants**

**Grants**

Commissioner Farrell made a Motion to approve the Grants Agenda. Commissioner Cozzone seconded the Motion. Motion carried to approve the Grants Agenda.

**8. PERSONNEL MATTERS**

**PERSONNEL**

**a. Human Resources Agenda**

Chairman Kichline announced that Michael Murphy, Jr. had just been appointed as the new Director of Emergency Services. Mr. Murphy said a few words of thanks. Commissioner Cozzone made a Motion to approve the Human Resources Agenda. Commissioner Farrell seconded the Motion. Motion carried to approve the Human Resources Agenda.

**9. FINANCIAL MATTERS**

**FINANCE**

**a. Finance Agenda**

Chairman Kichline made a Motion to approve the Finance Agenda. Commissioner Cozzone seconded the Motion. Motion carried to approve the Finance Agenda with the following items:

- Budget Changes 22-18 and 01-19
- Vouchers as submitted by the Controller

**10. PUBLIC COMMENT**

**PUBLIC  
COMMENT**

There was no public comment.

**11. ADJOURNMENT**

**ADJOURNMENT**

The meeting was adjourned following a Motion made by Commissioner Farrell which was seconded by Commissioner Cozzone. Motion carried to adjourn the meeting. Meeting adjourned at 11:15 AM.




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**Taken by Paige Fenimore  
On behalf of Chief Clerk Kara C. Rahn**

**Authorities, Boards and Commissions  
Appointments**

**January 31, 2019**

**Chester County Children, Youth and Families Advisory Committee**

Appoint Lenda Carrillo for a term ending 12/31/2022

Appoint Dolores Winston for a term ending 12/31/2022

Appoint Emily Purnell-Johnson for a term ending 12/31/2022

**Chester County Drug and Alcohol Advisory Board**

Appoint Mark Evans for a term ending 12/31/2022

Appoint Anthony Paul for a term ending 12/31/2022

**Chester County Library and Library System Board**

Appoint Lisa Ionata for a term ending 12/31/2022

**Chester County Women's Commission**

Appoint Maria Dispenziere for a term ending 12/31/2022

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 31-JAN-2019**

<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: PA Home of the Sparrow Contract ID: 0017745	Amendment	68,683.00	01-01-2019 12-31-2019	Amendment #2: This amendment extends the contract term for an additional one (1) year period for Case Management and Support Services for participants in the Women's Re-Entry Assessment and Programming Initiative Program (WRAP). CO: 100%            ST: 0%            FED: 0%
<b><u>Children Youth and Families</u></b>				
Vendor: Chester Co. Council on Addictive Disease Contract ID: 0018154	Amendment	0.00	07-01-2018 06-30-2019	Amendment #1: This amendment extends the contract term for an additional six (6) month period for the Familias Unidas Program and extends the contract term for an additional one (1) year period for the Strengthening Families for Parents and Youth 10-14 Program. CO: 5%            ST: 95%            FED: 0%
<b><u>Community Development</u></b>				
Vendor: Malvern Borough Contract ID: 0017651	Amendment	0.00	01-01-2019 06-30-2019	Amendment #1: This amendment extends the contract term for an additional six (6) month period for Streetscapes improvements at Woodland Avenue in the Borough of Malvern. The cost associated with this amendment 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: 0018743	Contract	18,000.00	02-01-2019 12-20-2019	This contract provides funding for a Coordinated Entry System Evaluation and Improvement Project in support of the Decade to Doorways Program. The cost associated with this contract is funded by the Community Services Block Grant. This supports Strategic Business Plan Homeless Shelter activity. CO: 0%            ST: 0%            FED: 100%
Vendor: Housing Partnership of Chester County Contract ID: 0018744	Contract	118,750.00	01-01-2019 12-31-2019	This contract provides funding for 2019 TD Bank Charitable Foundation Access Program. The cost associated with this contract is funded 100% by the TD Bank Charitable Foundation. This supports Strategic Business Plan Construction and Community Revitalization activity. CO: 0%            ST: 0%            FED: 0%
Vendor: Good Works, Inc. Contract ID: 0018747	Contract	105,000.00	01-01-2019 12-31-2019	This contract provides funding for the 2019 Home Repair Program. The cost associated with this contract is funded by the Housing Trust Program. This supports Strategic Business Plan Home Construction and Community Revitalization activity. CO: 100%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 31-JAN-2019**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Community Development</u></b>				
Vendor: Good Neighbors, Inc. Contract ID: 0018748	Contract	30,000.00	01-01-2019 12-31-2019	This contract provides funding for the 2019 Home Repair Program. The cost associated with this contract is funded by the Housing Trust Program. This supports Strategic Business Plan Home Construction and Community Revitalization activity. CO: 100%            ST: 0%            FED: 0%
<b><u>Drug and Alcohol Services</u></b>				
Vendor: Gaudenzia, Inc. Contract ID: 0018041	Amendment	0.00	07-01-2018 06-30-2019	Amendment #2: This amendment for Residential Services updates contract language regarding new requirements for the Pennsylvania Web Infrastructure for Treatment Services Database and American Society of Addiction Medicine and adds the Women with Children Education Seminar. Other funding: DUI/ACT 198 = 22%. CO: 11%            ST: 39%            FED: 28%
Vendor: Gaudenzia, Inc. Contract ID: 0018569	Amendment	0.00	07-01-2018 06-30-2020	Amendment #1: This amendment for Outpatient Services updates contract language regarding new requirements for the Pennsylvania Web Infrastructure for Treatment Services Database and American Society of Addiction Medicine. Other funding: DUI/ACT 198 = 3%. CO: 3%            ST: 41%            FED: 53%
Vendor: Advanced Treatment Systems Contract ID: 0018544	Amendment	0.00	07-01-2018 06-30-2020	Amendment #1: This amendment for Outpatient Services updates contract language regarding new requirements for the Pennsylvania Web Infrastructure for Treatment Services Database and American Society of Addiction Medicine. CO: 10%            ST: 90%            FED: 0%
<b><u>Facilities Management</u></b>				
Vendor: Bursich Associates, Inc. Contract ID: 0015559	Amendment	25,000.00	01-30-2019 01-29-2020	Amendment #7: This amendment extends the contract term for an additional one (1) year period for Architectural and Engineering Consulting and Design Services on an as-needed basis. Payment for Design Services will be through individual capital project budgets and not exceed \$25,000.00 per year. CO: 100%            ST: 0%            FED: 0%
Vendor: Patterhn Ives LLC Contract ID: 0015561	Amendment	35,000.00	02-02-2019 02-01-2020	Amendment #5: This amendment extends the contract term for an additional one (1) year period for Architectural and Engineering Consulting and Design Services on an as-needed basis. Payment for Design Services will be through individual capital project budgets and not exceed \$35,000.00 per year. CO: 100%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 31-JAN-2019**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>Facilities Management</u></b>				
Vendor: Smoker Farm LLC Contract ID: 0018336	Amendment	0.00	03-01-2019 02-29-2020	Amendment #1: This amendment extends the contract term for an additional one (1) year period for the lease of 22.9 acres of farmland in Hibernia County Park in Coatesville at the current annual rate. This is a revenue producing contract. CO: 0%            ST: 0%            FED: 0%
Vendor: Sher Asset Management, LP Contract ID: 0018731	Contract	34,200.00	01-03-2019 OPEN ENDED	This Easement Agreement for the Schuylkill River Trail allows for trail construction across parcel #18-01-23 in East Coventry Township. CO: 100%            ST: 0%            FED: 0%
Vendor: Norfolk Southern Railway Company Contract ID: 0018732	Contract	1,059,548.41	01-01-2019 12-31-2044	This Lease Agreement for the Schuylkill River Trail allows for construction of a 1.76 mile pedestrian trail on Norfolk Southern Railway's right-of-way located in East Coventry Township. CO: 100%            ST: 0%            FED: 0%
<b><u>Human Resources</u></b>				
Vendor: Life Insurance Company of North America Contract ID: 0009034	Amendment	835,221.00	01-01-2019 12-31-2021	Amendment #8: This amendment renews County Employee Long Term Disability benefits for an additional three (3) year period with no change in rates. CO: 100%            ST: 0%            FED: 0%
<b><u>Managed Behavioral Healthcare</u></b>				
Vendor: Obermayer Rebmann Maxwell & Hippel LLP Contract ID: 0018230	Amendment	0.00	01-01-2019 06-30-2019	Amendment #1: This amendment extends the contract term for an additional six (6) month period for Legal Services for the HealthChoices Program. CO: 0%            ST: 100%            FED: 0%
<b><u>Planning Commission</u></b>				
Vendor: West Caln Township Contract ID: 0018745	Contract	27,000.00	02-01-2019 01-31-2021	This contract provides for the Vision Partnership Program: West Caln Township Comprehensive Plan. The total project cost is \$62,000.00. County funding is \$27,000.00 (43.55%). Other funding: Municipality \$35,000.00 (56.45%). CO: 43.55%            ST: 0%            FED: 0%
<b><u>Recorder of Deeds</u></b>				
Vendor: Tyler Technologies, Inc. Contract ID: 0002813	Amendment	1,316,952.00	10-01-2018 09-30-2024	Amendment #13: This amendment renews Support Services for the "Eagle" Recording System for a period of six (6) years at the existing monthly rate of \$18,291.00. CO: 100%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 31-JAN-2019**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
	Number of Contracts:		19	



**AGENDA ITEMS - GRANTS**  
**January 31, 2019**

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
<b><u>District Attorney</u></b>			
Pennsylvania Commission on Crime and Delinquency Contract/Award - New 001-129000-331281-12400000-1290001	\$ 250,000.00	01/01/2019 12/31/2020	Chester County STOP Grant No New Positions - No County Match Federal Funding = \$250,000
Pennsylvania Commission on Crime and Delinquency Contract/Award- Renewal 001-129000-332281-12600250-1290002-FY2019	\$ 47,000.00	01/01/2019 12/31/2019	Child Advocacy Centers (CAC) Assistant- Year 3 No New Positions - No County Match State Funding = \$47,000

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019Hires and Rehires

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1. Employee : Bengel, Joseph W  
Department : 251315 - ES Security Services  
Job : 041381 - Security Safety Operator  
Salary Grade : N03  
Compensation : \$ 35,066.72(A)  
Effective Date : 02/04/2019
2. Employee : Chmelewski, Nicholas M  
Department : 251315 - ES Security Services  
Job : 041381 - Security Safety Operator  
Salary Grade : N03  
Compensation : \$ 35,066.72(A)  
Effective Date : 02/04/2019
3. Employee : Craig, Nathaniel  
Department : 251315 - ES Security Services  
Job : 041381 - Security Safety Operator  
Salary Grade : N03  
Compensation : \$ 35,066.72(A)  
Effective Date : 02/04/2019
4. Employee : Davis, Cody B  
Department : 251315 - ES Security Services  
Job : 041381 - Security Safety Operator  
Salary Grade : N03  
Compensation : \$ 35,066.72(A)  
Effective Date : 02/04/2019
5. Employee : Dorch, Gary W  
Department : 461212 - Pocopson Casual P/T Pool  
Job : 396970 - PRN  
Salary Grade : 249  
Compensation : \$ 33.00(H)  
Effective Date : 02/25/2019
6. Employee : Eckler, Mark J  
Department : 133000 - Sheriff  
Job : 041380 - Security Operator  
Salary Grade : N03  
Compensation : \$ 35,066.72(A)  
Effective Date : 02/04/2019
7. Employee : Harris III, James O  
Department : 133000 - Sheriff  
Job : 041380 - Security Operator  
Salary Grade : N03  
Compensation : \$ 35,066.72(A)  
Effective Date : 02/04/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019

## Hires and Rehires

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8. Employee : Horvath, Kearstin E  
 Department : 461212 - Pocopson Casual P/T Pool  
 Job : 351650 - Resident Services Technician  
 Salary Grade : 91  
 Compensation : \$ 9.32(H)  
 Effective Date : 02/25/2019
9. Employee : Laudadio, Kenneth  
 Department : 251315 - ES Security Services  
 Job : 041381 - Security Safety Operator  
 Salary Grade : N03  
 Compensation : \$ 35,066.72(A)  
 Effective Date : 02/11/2019
10. Employee : Lavelle, LaBrea  
 Department : 451141 - Mental Hlth/Intel & Dev Disabl  
 Job : 048461 - ID Support Coordinator  
 Salary Grade : T04  
 Compensation : \$ 34,054.80(A)  
 Effective Date : 02/04/2019
11. Employee : Maldonado-Garza, Marisol  
 Department : 451141 - Mental Hlth/Intel & Dev Disabl  
 Job : 048461 - ID Support Coordinator  
 Salary Grade : T04  
 Compensation : \$ 35,757.54(A)  
 Effective Date : 02/04/2019
12. Employee : Mensack, Jalen C  
 Department : 465100 - Pocopson Food & Dietary  
 Job : 041671 - Dietary Aide  
 Salary Grade : N27  
 Compensation : \$ 21,670.35(A)  
 Effective Date : 02/25/2019
13. Employee : Montague, Jeremiah M  
 Department : 461210 - Pocopson Nursing Care  
 Job : 041420 - Nurse Aide  
 Salary Grade : N02  
 Compensation : \$ 30,570.15(A)  
 Effective Date : 02/25/2019
14. Employee : Moore, Ariel  
 Department : 126000 - Clerk of Courts  
 Job : 801060 - General Clerk  
 Salary Grade :  
 Compensation : \$ 11.41(H)  
 Effective Date : 02/11/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019

Hires and Rehires

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- 15. Employee : Moscow,Drew A  
 Department : 251315 - ES Security Services  
 Job : 041381 - Security Safety Operator  
 Salary Grade : N03  
 Compensation : \$ 35,066.72(A)  
 Effective Date : 02/04/2019
  
- 16. Employee : Nikolai,Megan  
 Department : 491100 - Dept of Community Development  
 Job : 020720 - Fiscal Coordinator  
 Salary Grade : E03  
 Compensation : \$ 43,834.70(A)  
 Effective Date : 02/04/2019
  
- 17. Employee : Pechin,Kayla L  
 Department : 461212 - Pocopson Casual P/T Pool  
 Job : 351650 - Resident Services Technician  
 Salary Grade : 91  
 Compensation : \$ 9.32(H)  
 Effective Date : 02/25/2019
  
- 18. Employee : Rich,William  
 Department : 478120 - Population Health  
 Job : 801060 - General Clerk  
 Salary Grade :  
 Compensation : \$ 18.17(H)  
 Effective Date : 02/04/2019
  
- 19. Employee : Torres,Jonathan  
 Department : 251315 - ES Security Services  
 Job : 841381 - Security Safety Operator - PT  
 Salary Grade :  
 Compensation : \$ 16.86(H)  
 Effective Date : 02/04/2019
  
- 20. Employee : Zanin,Brianne L  
 Department : 085300 - Open Space Preservation  
 Job : 010445 - Dir of Open Space Preservation  
 Salary Grade : D01  
 Compensation : \$ 91,762.58(A)  
 Effective Date : 02/04/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019

Promotions

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21.	Employee	: Bainbridge, Kimberly K	
		<u>Proposed</u>	<u>Current</u>
	Department	: 120000 - Court Administration	120000
	Job	: 040270 - Asst Orphans Court Admin	040780
	Salary Grade	: E01	N03
	Compensation	: \$ 35,326.20(A)	\$ 33,212.53(A)
	Effective Date	: 02/02/2019	01/05/2019
22.	Employee	: Black, Sarah B	
		<u>Proposed</u>	<u>Current</u>
	Department	: 065000 - Public Defender	065000
	Job	: 020261 - Attorney III	030081
	Salary Grade	: L03	L02
	Compensation	: \$ 66,597.44(A)	\$ 60,072.23(A)
	Effective Date	: 02/02/2019	01/05/2019
23.	Employee	: Grabill, Michael E	
		<u>Proposed</u>	<u>Current</u>
	Department	: 589100 - Chester County Library	589100
	Job	: 030096 - Sr Network Administrtr-Library	030168
	Salary Grade	: N10	N09
	Compensation	: \$ 52,390.52(A)	\$ 48,263.45(A)
	Effective Date	: 02/02/2019	01/05/2019
24.	Employee	: Shaffer, Barbara A	
		<u>Proposed</u>	<u>Current</u>
	Department	: 090100 - Dept of Computing Info Service	090100
	Job	: 020393 - Systems Analyst Lead	030349
	Salary Grade	: N14	N13
	Compensation	: \$137,592.00(A)	\$120,396.36(A)
	Effective Date	: 02/16/2019	01/05/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019

Promotions

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25.	Employee	:	Smith, Jackson A		
			<u>Proposed</u>		<u>Current</u>
	Department	:	589100 - Chester County Library		090100
	Job	:	030687 - LAN Administrator - Library		040166
	Salary Grade	:	N09		N06
	Compensation	:	\$ 47,795.02(A)		\$ 43,632.12(A)
	Effective Date	:	02/02/2019		01/05/2019
26.	Employee	:	Taylor, Chezara L		
			<u>Proposed</u>		<u>Current</u>
	Department	:	222000 - Juvenile Probation		222000
	Job	:	048540 - Probation Officer II		048780
	Salary Grade	:	U06		U04
	Compensation	:	\$ 41,584.00(A)		\$ 40,373.00(A)
	Effective Date	:	02/02/2019		12/22/2018
27.	Employee	:	Vollrath, Jaclyn		
			<u>Proposed</u>		<u>Current</u>
	Department	:	135000 - Domestic Relations		135000
	Job	:	040271 - Intake Coordinator		040780
	Salary Grade	:	N06		N03
	Compensation	:	\$ 37,808.68(A)		\$ 30,985.26(A)
	Effective Date	:	02/02/2019		01/05/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019End of Employment

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28. Employee : Adams,Lynn H  
Department : 461210 - Pocopson Nursing Care  
Job : 030678 - Charge Nurse  
Effective Date : 02/07/2019
29. Employee : Barratt,Garratt C  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 02/02/2019
30. Employee : Clarke,Onyee B  
Department : 453205 - Chester County Youth Center  
Job : 806210 - Youth Center Officer  
Effective Date : 02/07/2019
31. Employee : DeLisle,Taylor N  
Department : 129000 - District Attorney  
Job : 041120 - SSS III  
Effective Date : 03/30/2019
32. Employee : Donaldson,Zack A  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 01/18/2019
33. Employee : Fox,Ashley M  
Department : 011000 - Commissioners  
Job : 230543 - PT Administrative Analyst  
Effective Date : 01/31/2019
34. Employee : Gregg,Jay M  
Department : 588100 - Parks Administration  
Job : 020462 - Assist Parks & Trails Manager  
Effective Date : 01/12/2019
35. Employee : Harris,Taria Capri  
Department : 135000 - Domestic Relations  
Job : 048644 - Enforcement Officer  
Effective Date : 02/02/2019
36. Employee : Holt,Lauren Navalkowsky  
Department : 065000 - Public Defender  
Job : 020261 - Attorney III  
Effective Date : 01/29/2019
37. Employee : Kemps,Loreen M  
Department : 065000 - Public Defender  
Job : 020261 - Attorney III  
Effective Date : 01/26/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019

End of Employment

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- 38. Employee : Koopman, Ellen Blood  
Department : 065000 - Public Defender  
Job : 030081 - Attorney II  
Effective Date : 02/06/2019
  
- 39. Employee : Martin, Joshua K  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 01/25/2019
  
- 40. Employee : Rose, Richard J  
Department : 120000 - Court Administration  
Job : 803710 - Tipstaff  
Effective Date : 01/15/2019
  
- 41. Employee : Sipple, Howard L  
Department : 133000 - Sheriff  
Job : 040950 - Deputy Sheriff I  
Effective Date : 01/26/2019
  
- 42. Employee : Tyes, Bonita  
Department : 126000 - Clerk of Courts  
Job : 801060 - General Clerk  
Effective Date : 01/26/2019



COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/31/2019

Retirements

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43. Employee : Stike, Amy M  
Department : 465100 - Pocopson Food & Dietary  
Job : 040229 - Assistant Food Service Manager  
Effective Date : 02/09/2019

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

**Commissioners' Meeting, January 31, 2019**

1. Budget Change 23-18
2. Budget Change 02-19
3. PNC Resolutions for Extensions of Credit and Incumbency Certificate
4. Vouchers as submitted by the Controller

2018  
BC - 23  
Budget Amendments  
January 31, 2019

Date	Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget
31-Dec-2018	Capital Improv Fund	357	085300	445000	80340090	3570001		\$ (133,175.00)	To Individuals	To align budget with expenditures.	No Net Change
		357	085300	445000	80340092	3570001		\$ (101,159.00)	To Individuals		
		357	085300	445000	80340088	3570001		\$ (28,431.00)	To Individuals		
		357	085300	445000	80340096	3570001		\$ (538,213.00)	To Individuals		
		357	085300	475110	80300200	3570001	FY2017	\$ 538,213.00	Land Development Rights		
		357	085300	475110	80300200	3570001	FY2018	\$ 262,765.00	Land Development Rights		
To align budgets for Agricultural Easements with expenses based on funding agreements.											
31-Dec-2018	Capital Improv Fund	357	124305	475700	80101248	3570001		\$ 8,800.00	Operating Equipment	To align budget with expenditures.	No Net Change
		357	000000	499999	00000000	3570001		\$ (8,800.00)	Unappropriated		
To budget emergency replacement for Oxford District Court boiler system.											

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Date	Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget
31-Jan-2019	District Attorney	001	129000	411120	12400000	1290001		\$ 24,012.00	Regular Salaries	To meet current funding requirements	Net Change +125,000
		001	129000	412001	12400000	1290001		\$ 1,837.00	FICA		
		001	129000	412100	12400000	1290001		\$ 3,450.00	Standard Fringe Benefits		
		001	129000	412200	12400000	1290001		\$ 1,951.00	County Retirement		
		001	129000	420000	12400000	1290002		\$ 31,250.00	Materials and Services		
		001	129000	442000	12400000	1290001		\$ 62,500.00	Grants to Others		
		001	129000	331281	12400000	1290001		\$ 125,000.00	Federal-Executive offices		
		To Budget District Attorney 2019 Stop Violence Against Women Grant									
31-Jan-2019	Coroner	001	128000	341800	12899999	1280001		\$ 67,001.00	Departmental Earnings	To adjust budget for Act 122 funds	Net Change +67,001
		001	128000	420000	12899999	1280001		\$ 67,001.00	Materials and Services		
To increase budget to roll forward Act 122 funds.											
31-Jan-2019	Library	124	589100	300000	00000000	5890001		\$ 47,988.00	Revenues & Other Fin Sources	CCL First Floor Redesign Plan Costs	Net Change+47,988
		124	589100	431700	00000000	5890001		\$ 9,598.00	Other Professional Services		
		124	589100	431700	00000000	5890002		\$ 9,598.00	Other Professional Services		
		124	589100	431700	00000000	5890003		\$ 9,598.00	Other Professional Services		
		124	589100	431700	00000000	5890004		\$ 9,597.00	Other Professional Services		
		124	589100	431700	00000000	5890005		\$ 9,597.00	Other Professional Services		
To rollover remaining budget from 2018 for first floor redesign plan costs.											
31-Jan-2019	Capital Improv Fund	357	085300	420000	11000000	3570001		\$ 274,186.00	Materials and Services	To align budget with anticipated expenditures.	No Net Change
		357	085300	431700	80300016	3570001		\$ 10,000.00	Other Professional Serv		
		357	085300	475110	80300200	3570001		\$ (284,186.00)	Land Development Rights		
To establish budgets for Agricultural Easements incidental cost based on anticipated expenditures.											
31-Jan-2019	Capital Improv Fund	357	085300	445000	80340037	3570001		\$ 50,480.00	To Individuals	To align budget with anticipated expenditures.	No Net Change
		357	085300	475110	80300200	3570001	FY2018	\$ (50,480.00)	Land Development Rights		
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for the property of Samuel J. and Ruth B. Stoltzfus, installment payment five of five.											

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Budget Amendments  
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Date	Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget
31-Jan-2019	Capital Improv Fund	357	085300	445000	80340055	3570001		\$ 52,518.00	To Individuals	To align budget with	No Net Change
		357	085300	475110	80300200	3570001	FY2018	\$(52,518.00)	Land Development Rights	anticipated expenditures.	
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for David S. and Priscilla K. Stoltzfus, installment payment four of five.											
31-Jan-2019	Capital Improv Fund	357	085300	445000	80340038	3570001		\$ 25,000.00	To Individuals	To align budget with	No Net Change
		357	085300	475110	80300200	3570001	FY2018	\$(25,000.00)	Land Development Rights	anticipated expenditures.	
To budget the Agricultural Conservation Easement purchase, Commonwealth Program, for the property of John R. and Priscilla K. Stoltzfus, installment payment five of five.											
31-Jan-2019	Capital Improv Fund	357	124305	475700	80101248	3570001		\$ 10,136.00	Operating Equipment	To align budget with	No Net Change
		357	000000	499999	00000000	3570001		\$(10,136.00)	Unappropriated	anticipated expenditures.	
To budget completion of the emergency replacement of the Oxford District Court boiler system.											
31-Jan-2019	Capital Improv Fund	357	588950	475100	80380004	3570001		\$ 40,000.00	Land	To align budget with	No Net Change
		357	588950	471700	80400029	3570001		\$(40,000.00)	Land Improvements	anticipated expenditures.	
To budget legal services for Schuylkill River Trail land acquisition.											
31-Jan-2019	Capital Improv Fund	357	085300	490001	11000001	3570001		\$ 50,054.00	Transfer to General Fund	To align budget with	No Net Change
		357	085300	475110	80300200	3570001		\$(50,054.00)	Land Development Rights	anticipated expenditures.	
To establish budget for funding of the monitoring agricultural conservation easements.											