



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

February 1, 2018

1. **CALL MEETING TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ANNOUNCEMENTS**

- Executive Session – The Board of Commissioners met in Executive Session on Monday, January 29, 2018 to discuss personnel and legal matters.

4. **MINUTES OF PREVIOUS MEETING**

5. **PUBLIC COMMENT ON AGENDA**

6. **OLD BUSINESS**

The Department of Procurement and General Services recommends that the Board of Commissioners award the attached bids.

7. **NEW BUSINESS**

a. **Resolution 06-18**

Resolution of the Chester County Commissioners approving a certain Chester County Industrial Development Authority application/project

b. **Authorities, Boards and Commissions**

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

c. **Authorization to Bid**

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

- **Pocopson Home – Jones Building Restroom Renovation, 3rd & 5th Floors**

d. **Contracts**

e. **Grants**

8. PERSONNEL MATTERS
 - a. Human Resources Agenda
9. FINANCIAL MATTERS
 - a. Finance Agenda
10. PUBLIC COMMENT
11. ADJOURNMENT



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COMMISSIONERS' MEETING MINUTES

January 10, 2018

1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:05 a.m. on January 10, 2018 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Michelle Kichline. Commissioner Terence Farrell was also present. Commissioner Kathi Cozzone was absent.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Chairman Kichline asked Register of Wills/Orphans' Court Terri Clark to lead the Pledge.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Chairman Michelle Kichline announced that the Board of Commissioners met in Executive Session on Tuesday, January 9, 2018 to discuss personnel and legal matters.

ANNOUNCEMENTS

4. MINUTES OF PREVIOUS MEETINGS

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board voted to accept the minutes from the December 13, 2017 and January 3, 2018 Commissioners' meetings.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

West Goshen township resident Margie Swart made comments regarding the 2018 Certification of Agricultural Conservation Easement Funding.

PUBLIC COMMENT

6. OLD BUSINESS – There were no items of old business.

OLD BUSINESS

7. NEW BUSINESS

NEW BUSINESS

a. Resolution 02-18

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners approved Resolution 02-18 delegating signatory authority concerning the execution of certain Pennsylvania Department of Environmental Protection Grants to the Director of the Chester County Health Department.

Resolution 02-18

b. Resolution 03-18

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners approved Resolution 03-18 delegating signatory authority concerning the execution of certain contracts and motor vehicle leases to the Director of Financial Services.

Resolution 03-18

c. Resolution 04-18

Following a Motion made by Commissioner Kichline which was Seconded by Commissioner Farrell, the Board of Commissioners approved Resolution 04-18 delegating signature authority to the Chairman for certain PennDOT ECMS projects.

Resolution 04-18

d. Resolution 05-18

Following a Motion made by Commissioner Cozzone which was Seconded by Commissioner Farrell, the Board of Commissioners authorized Resolution 05-18 approving supplement C of Engineering Agreement and authorizing signature authority.

Resolution 05-18

- e. **2018 Certification of Agricultural Conservation Easement Funding** **2018 Certification of Funding**
Following a Motion made by Commissioner Farrell which was Seconded by Commissioner Cozzone, the Board of Commissioners approved the 2018 Certification of Agricultural Conservation Easement Funding.
- f. **Contracts** **Contracts**
Commissioner Cozzone made a Motion, which was Seconded by Commissioner Farrell, to approve the Contracts Agenda. The Board voted to approve the Contracts Agenda.
- g. **Grants** **Grants**
Commissioner Farrell made a Motion, which was Seconded by Commissioner Kichline, to approve the Grants Agenda. The Board voted 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 Farrell, the Board voted to approve the Human Resources Agenda.
9. **FINANCIAL MATTERS** **FINANCE**
Finance Agenda
Commissioner Farrell made a Motion to approve the Finance Agenda. Following a Second of the Motion by Commissioner Cozzone, the Board voted to approve the following:
- Budget Change 18-17
 - Budget Change 01-18
 - 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 10:25 a.m. following a Motion made by Commissioner Cozzone and Seconded by Commissioner Farrell.



Chief Clerk

Commissioners Agenda 02/01/2018

Bid Awards:

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

Offices Supplies for the Southeastern Pennsylvania Counties Cooperative Purchasing Board, Bid #015710-1296A:

W.B. Mason Company, Inc. \$ 67,685.90

Other Bids Submitted:

Office Basics, Inc. \$ 121,486.81

Drug Unit Expansion for District Attorney, General Contractor, Bid #129712-1301E:

BSS Contractors, LLC \$ 47,800.00

Other Bids Submitted:

McCarthy Construction, Inc. \$ 49,863.00
F.W. Houder, Inc. \$ 52,143.00
L.J. Paoletta Construction, Inc. \$ 68,044.00
Donald E. Reisinger, Inc. \$ 68,600.00
Uhrig Construction, Inc. \$ 89,800.00
DK Construction Services, LLC \$ 91,900.00

Drug Unit Expansion for District Attorney, Electrical Contractor, Bid #129712-1302E:

Cook's Service Company, Inc. \$ 28,697.00

Other Bids Submitted:

Lenni Electric Corporation \$ 30,486.00
AJM Electric, Inc. \$ 34,800.00
Electric-Tech, Inc. \$ 35,000.00
CMSE, Inc. \$ 66,279.00
F.W. Houder, Inc. \$ 77,750.00

Drug Unit Expansion for District Attorney, Mechanical (HVAC) Contractor, Bid #129712-1303E:

Clipper Pipe & Service, Inc. \$ 43,700.00

Other Bids Submitted:

Five Star, Inc. \$ 58,400.00

GEM Mechanical Services, Inc. \$ 64,500.00

Cook's Service Company, Inc. \$ 66,400.00

Drug Unit Expansion for District Attorney, Plumbing/Fire Protection Contractor, Bid #129712-1304E:

F.W. Houder, Inc. \$ 5,772.00

Other Bids Submitted:

Five Star, Inc. \$ 21,950.00

**THE COUNTY OF CHESTER
COMMONWEALTH OF PENNSYLVANIA
Resolution No. 06-18**

**RESOLUTION OF THE CHESTER COUNTY COMMISSIONERS APPROVING A
CERTAIN CHESTER COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY
APPLICATION/PROJECT**

NAME: Stephen L. and Katie E. Stoltzfus **AMOUNT:** \$ 524,000

WHEREAS: The Chester County Industrial Development Authority has held a public hearing on the above-referenced application/project in accordance with the requirements of the Tax Equity and Fiscal Responsibility Act of 1982, as amended; and

WHEREAS: The Chester County Industrial Development Authority has determined that the application/project conforms to the public purpose, eligibility and financial responsibility requirements of the Pennsylvania Economic Development Financing Law, and approved the above application/project at a publicly advertised meeting; and

WHEREAS: The project details are set forth in the public notice announcement attached hereto.

NOW, THEREFORE, BE IT RESOLVED: that the Commissioners of the County of Chester, hereby approve the revenue obligation, project, or tax exempt issue as referenced above.

This Resolution is effective upon adoption.

Date: _____

Michelle Kichline, Chairman

Kathi Cozzone, Commissioner

Attest:

Terence Farrell, Commissioner

Janelle Swab, Chief Clerk

Authorities, Boards and Commissions Appointments and Reappointments

February 1, 2018

Chester County Office of Aging Citizens' Advisory Council

Appoint Steven Trubey for a term ending 12/31/2020

Chester County Agricultural Land Preservation Board

Reappoint Mark Dunphy for a term ending 3/31/2021

Chester County Children, Youth and Families Citizens' Advisory Committee

Appoint Donna Pyne for a term ending 12/31/2020

Chester County Industrial Development Authority

Appoint Roger Huggins for a term ending 12/31/2022

Chester County Library Board

Reappoint James Norton for a term ending 12/31/2020

Chester County Mental Health/Intellectual and Developmental Disabilities

Appoint Rabbi Sue Greenberg for a term ending 1/31/2021

Chester County Parks and Recreation Board

Appoint Eric Schott for a term ending 12/31/2020

Reappoint Edward Auble for a term ending 12/31/2020

Reappoint Ben LaGarde for a term ending 12/31/2020

Reappoint Robert Morrison for a term ending 12/31/2020

Chester County Water Resources Authority

Reappoint Sidney Brooks for a term ending 12/31/2022

Reappoint Barbara D'Angelo for a term ending 12/31/2022

Reappoint Rick Smith for a term ending 12/31/2022

Chester County Workforce Development Board

Appoint Erik Gudmundson for a term ending 12/31/2020

Appoint Maria O'Connell for a term ending 12/31/2020

Appoint Janet Moran for a term ending 12/31/2020

Appoint Frances Pierce for a term ending 12/31/2020

Chester County Women's Commission

Appoint LeeAnn Riloff for a term ending 12/31/2020

Appoint Jackie Hickey Rothera for a term ending 12/31/2020

Appoint Marrea Walker-Smith for a term ending 12/31/2020

Appoint Jennifer Lopez for a term ending 12/31/2020

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 01-FEB-2018

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Children Youth and Families</u>				
Vendor: Turning Points for Children Contract ID: 0017967	Amendment	0.00	07-01-2017 06-30-2019	Amendment #1: This amendment revises the Face to Face and Non-Face to Face rate for the Family Finding Program. CO: 20% ST: 75% FED: 5%
<u>Community Development</u>				
Vendor: Chester County Economic Develop. Council Contract ID: 0014925	Amendment	0.00	01-01-2013 12-31-2019	Amendment #3: This amendment renews the contract term for an additional two (2) year period for Loan Administration Services and other economic development activities. The cost associated with this amendment is funded by the Housing Trust Program. This supports Strategic Business Plan Community Revitalization activity. CO: 100% ST: 0% FED: 0%
Vendor: Open Hearth, Inc. Contract ID: 0017679	Amendment	0.00	03-01-2017 11-30-2017	Amendment #1: This amendment renews the contract term for an additional one (1) month period for Rental Subsidy for one (1) disabled homeless family and one (1) chronically homeless individual with mental illness. 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: 0% ST: 0% FED: 100%

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 01-FEB-2018

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Community Development</u>				
Vendor: Open Hearth, Inc. Contract ID: 0018203	Amendment	-12,619.00	09-01-2017 03-31-2018	Amendment #1: This amendment decreases funding and shortens the contract term by five (5) months for Permanent Rental Subsidies for chronically homeless individuals and families with disabilities. 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: 0% ST: 0% FED: 100%
<u>Emergency Services</u>				
Vendor: Eagle Industrial Hygiene Associates Inc. Contract ID: 0018256	Contract	300,315.00	02-01-2018 01-31-2021	This contract provides Environmental Services for the Firing Range Building located at the Public Safety Training Campus. This contract is a result of a Request for Proposal #1712-01. CO: 100% ST: 0% FED: 0%
Vendor: Locution Systems Inc. Contract ID: 0018257	Contract	24,890.00	02-01-2018 UNTIL COMPLETE	This contract provides for evaluation of the Locution Automated Voice Dispatch System as a viable replacement for the end of life Glenayre Fire and Emergency Medical Services Paging System. If found to be viable, fifty (50%) percent of the cost will be applied to the fully implemented solution. CO: 100% ST: 0% FED: 0%

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 01-FEB-2018

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Facilities Management</u>				
Vendor: Bursich Associates, Inc. Contract ID: 0015559	Amendment	25,000.00	01-30-2018 01-29-2019	Amendment #6: This amendment extends the contract term for an additional one (1) year period for Architectural and Engineering Consulting Services on an as-needed basis. Payment for Design Services will be through individual capital project budgets and not exceed \$25,000.00. CO: 100% ST: 0% FED: 0%
Vendor: Tyco Integrated Security, LLC Contract ID: 0017499	Amendment	45,952.00	01-20-2018 01-19-2019	Amendment #1: This amendment renews the contract term for an additional one (1) year period for Annual Maintenance Services for security access systems at the Government Services Center, Justice Center, 313 West Market, Historic Courthouse, Public Safety Training Center and the Data Center. CO: 100% ST: 0% FED: 0%
Vendor: West Chester Borough Contract ID: 0018258	Contract	0.00	02-01-2018 OPEN	This contract provides a Cost Sharing Agreement with the Borough of West Chester for the repair and improvements of pavement and storm water sewer system at Courthouse Alley, a Borough street, extending from North Darlington Street to North New Street. CO: 100% ST: 0% FED: 0%
<u>Human Resources</u>				
Vendor: Reliance Standard Life Insurance Company Contract ID: 0018250	Contract	836,811.00	01-01-2018 12-31-2018	This contract provides Specific Stop Loss Insurance benefits for County employees. CO: 100% ST: 0% FED: 0%

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 01-FEB-2018

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Human Resources</u>				
Vendor: Robert Half International Inc. Contract ID: 0018253	Contract	0.00	01-01-2018 12-31-2018	This contract provides Temporary Staffing Services as requested by Departments. CO: 100% ST: 0% FED: 0%
<u>Open Space Preservation</u>				
Vendor: Beiler-Campbell Enterprises, Inc. Contract ID: 0008008	Amendment	0.00	02-01-2018 OPEN	Amendment #1: This amendment increases the Appraisal Fee for farmland agricultural easement purchases for the Agricultural Land Preservation Board. CO: 100% ST: 0% FED: 0%
Vendor: Bohem Associates, LLC Contract ID: 0008009	Amendment	0.00	02-01-2018 OPEN	Amendment #1: This amendment increases the Appraisal Fee for farmland agricultural easement purchases for the Agricultural Land Preservation Board. CO: 100% ST: 0% FED: 0%
Vendor: O'Donnell, MAI, Brian J. Contract ID: 0008010	Amendment	0.00	02-01-2018 OPEN	Amendment #1: This amendment increases the Appraisal Fee for farmland agricultural easement purchases for the Agricultural Land Preservation Board. CO: 100% ST: 0% FED: 0%
Vendor: Eberly Appraisal Services LLC Contract ID: 0016160	Amendment	0.00	02-01-2018 OPEN	Amendment #1: This amendment increases the Appraisal Fee for farmland agricultural easement purchases for the Agricultural Land Preservation Board. CO: 100% ST: 0% FED: 0%

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 01-FEB-2018

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Open Space Preservation</u>				
Vendor: Civil War Preservation Trust Contract ID: 0018255	Contract	1,131,737.50	02-01-2018 UNTIL COMPLETE	88.1 acres of Brandywine Battlefield Tract, including public access in Birmingham and Westtown Townships owned by the Moore Family Trust is recommended for preservation through the American Battlefield Preservation Program as administered by the National Park Service. CO: 0% ST: 0% FED: 100%
<u>Planning Commission</u>				
Vendor: West Bradford Township Contract ID: 0016302	Amendment	0.00	01-01-2018 06-30-2018	Amendment #3: This amendment for the Vision Partnership Program - West Bradford Natural Resource Protection Plan extends the contract term for an additional six (6) month period. CO: 0% ST: 0% FED: 0%
Vendor: London Britain Township Contract ID: 0018247	Contract	33,150.00	01-01-2018 12-31-2019	This contract provides funding for the Vision Partnership Program – Comprehensive Plan Update - London Britain Township - Municipal Grant Manual. The total project cost is \$55,250.00. County funding is \$33,150.00 (60%), Brandywine Conservancy will pay \$5,525.00 (10%) and the Municipality minimum commitment is \$16,575.00 (30%). CO: 60% ST: 0% FED: 0%

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 01-FEB-2018

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Planning Commission</u>				
Vendor: East Fallowfield Township Contract ID: 0018248	Contract	3,500.00	01-01-2018 12-31-2018	This contract provides funding for the Vision Partnership Program – Township of East Fallowfield - Municipal Grant Manual - Official Map. The total project cost is \$5,400.00. County funding is \$3,500.00 (65%) with a Municipality minimum commitment of \$1,900.00 (35%). CO: 65% ST: 0% FED: 0%
<u>Prison</u>				
Vendor: GD Correctional Services, LLC Contract ID: 0016455	Amendment	1,430,231.92	05-23-2018 05-22-2019	Amendment #1: This amendment renews the contract term for an additional one (1) year period for Food Service at the Chester County Prison and Correctional Center. CO: 100% ST: 0% FED: 0%
<u>Treasurer's Office</u>				
Vendor: Willistown Township Contract ID: 0016966	Amendment	0.00	01-01-2018 OPEN	Amendment #1: This amendment for the collection of Municipal Property Taxes increases the rate from \$1.65 to \$1.75 per tax bill. This is a revenue producing contract. CO: 0% ST: 0% FED: 0%

Number of Contracts: **21**

AGENDA ITEMS - GRANTS
February 1, 2018

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
<u>Community Development</u>			
PA Department of Labor & Industry Application	<i>Contract Language Only</i>	07/01/2018 06/30/2021	Chester County Workforce Development Grant Agreement No New Positions - No County Match
<u>District Attorney</u>			
PA Commission on Crime and Delinquency Contract / Award - Renewal 001-129000-332281-12600250-1290002	\$49,985	01/01/2018 12/31/2018	Child Advocacy Center Support Position Continued Funding No New Positions - No County Match State Funding = \$49,985
PA Commission on Crime and Delinquency Contract / Award - New 001-129000-332281-12100550-1290001	\$402,639	01/01/2018 12/31/2020	Endowment Act - Prevention No New Positions - No County Match State Funding = \$402,639
<u>Drug and Alcohol Services</u>			
PA Dept. of Drug and Alcohol Programs Contract / Award - New 144-450044-331207-50400428-4514001-FY2017	\$163,108	07/01/2017 04/30/2018	CURES - Opioid State Targeted Response (STR) No New Positions - No County Match Federal Funding = \$163,108
<u>Emergency Services</u>			
PA Emergency Management Agency Application / Renewal 001-251300-331231-14200700-2510003-FY2017-18	\$143,175	10/01/2017 09/30/2018	FY-2018 Emergency Management Performance Grant (EMPG) No New Positions County Match = \$143,175 Federal Funding = \$143,175

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018

Hires and Rehires

1. Employee : Brittingham,Rochelle M
 Department : 251300 - ES Emergency Management
 Job : 020959 - Health & Human Svcs Plng Crd
 Salary Grade : E02
 Compensation : \$ 50,000.00(A)
 Effective Date : 02/05/2018

2. Employee : Carson,Jennifer
 Department : 124102 - Dist Court 15-1-02 West Chestr
 Job : 041150 - D J Clerk I
 Salary Grade : N02
 Compensation : \$ 27,973.40(A)
 Effective Date : 02/05/2018

3. Employee : Cochran,Jude A
 Department : 035100 - Assessment
 Job : 040610 - Real Estate Appraiser II
 Salary Grade : N06
 Compensation : \$ 37,066.12(A)
 Effective Date : 02/05/2018

4. Employee : Gallisdorfer,Jordan J
 Department : 124102 - Dist Court 15-1-02 West Chestr
 Job : 041150 - D J Clerk I
 Salary Grade : N02
 Compensation : \$ 27,973.40(A)
 Effective Date : 02/05/2018

5. Employee : Hammond,Corey J
 Department : 453205 - Chester County Youth Center
 Job : 806210 - Youth Center Officer
 Salary Grade :
 Compensation : \$ 16.00(H)
 Effective Date : 02/05/2018

6. Employee : Kopp,Michael T
 Department : 251400 - Emerg Svcs - HAZMAT Admin
 Job : 241345 - Hazmat Responder
 Salary Grade :
 Compensation : \$ 14.00(H)
 Effective Date : 02/12/2018

7. Employee : Landry,Tresa K
 Department : 128000 - Coroner
 Job : 220342 - Coroner's Investigator-PT
 Salary Grade :
 Compensation : \$ 18.64(H)
 Effective Date : 02/05/2018

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018Hires and Rehires

8. Employee : Magana, Mary E
Department : 589000 - Libraries P/T
Job : 805100 - Library Assistant
Salary Grade :
Compensation : \$ 10.00(H)
Effective Date : 02/05/2018
9. Employee : Mendenhall, Sharon
Department : 126000 - Clerk of Courts
Job : 803760 - Court Clerk
Salary Grade :
Compensation : \$ 11.41(H)
Effective Date : 02/05/2018
10. Employee : O'Brien, Alexis C
Department : 451145 - Children, Youth and Families
Job : 048563 - Casework Specialist
Salary Grade : T06
Compensation : \$ 38,177.10(A)
Effective Date : 01/16/2018
11. Employee : Robzen, Jeffrey H
Department : 451140 - Human Services Administration
Job : 010355 - Human Services Fiscal Officer
Salary Grade : E07
Compensation : \$ 71,500.00(A)
Effective Date : 02/12/2018
12. Employee : Seningen, Caeli
Department : 124403 - Dist Court 15-4-03 Exton
Job : 041150 - D J Clerk I
Salary Grade : N02
Compensation : \$ 27,973.40(A)
Effective Date : 01/16/2018

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018

Transfers

13.	Employee	:	Achenbach,Michelle		
			<u>Proposed</u>		<u>Current</u>
	Department	:	014000 - Human Resources		014000
	Job	:	801068 - Temporary Administrator		010210
	Salary Grade	:			D02
	Compensation	:	\$ 58.15(H)		\$105,832.50(A)
	Effective Date	:	01/20/2018		01/06/2018
14.	Employee	:	McElya,Loren E		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461210
	Job	:	040262 - LPN		350260
	Salary Grade	:	N08		
	Compensation	:	\$ 46,715.76(A)		\$ 26.78(H)
	Effective Date	:	02/03/2018		04/01/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018

Promotions

15.	Employee	:	London,Aja M		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461210
	Job	:	041421 - Lead Nurse Aide (CNA)		041420
	Salary Grade	:	N02		N01
	Compensation	:	\$ 33,514.41(A)		\$ 32,538.27(A)
	Effective Date	:	02/03/2018		01/06/2018
16.	Employee	:	London,Chantal A		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461210
	Job	:	041421 - Lead Nurse Aide (CNA)		041420
	Salary Grade	:	N02		N01
	Compensation	:	\$ 30,938.21(A)		\$ 30,037.10(A)
	Effective Date	:	02/03/2018		01/06/2018
17.	Employee	:	McCain,Cheryl E		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461210 - Pocopson Nursing Care		461210
	Job	:	041421 - Lead Nurse Aide (CNA)		041420
	Salary Grade	:	N02		N01
	Compensation	:	\$ 38,315.09(A)		\$ 37,199.11(A)
	Effective Date	:	02/03/2018		01/06/2018
18.	Employee	:	McGovern,Jessica		
			<u>Proposed</u>		<u>Current</u>
	Department	:	221000 - Adult Probation		221000
	Job	:	048251 - Probation Offcr Specialist		048784
	Salary Grade	:	U07		U04
	Compensation	:	\$ 46,556.00(A)		\$ 41,804.00(A)
	Effective Date	:	02/03/2018		12/23/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018

Promotions

19.	Employee	:	Miller,Jeremy R		
			<u>Proposed</u>		<u>Current</u>
	Department	:	131000 - Prothonotary		131000
	Job	:	040786 - Automation & Docketing Clerk		041120
	Salary Grade	:	N03		N02
	Compensation	:	\$ 30,082.78(A)		\$ 27,973.40(A)
	Effective Date	:	02/03/2018		01/06/2018
20.	Employee	:	Remaley,Lauren K		
			<u>Proposed</u>		<u>Current</u>
	Department	:	129000 - District Attorney		129000
	Job	:	040780 - SSS IV		041120
	Salary Grade	:	N03		N02
	Compensation	:	\$ 30,082.78(A)		\$ 27,973.40(A)
	Effective Date	:	02/03/2018		01/06/2018
21.	Employee	:	Santiago-Diaz,Angel L		
			<u>Proposed</u>		<u>Current</u>
	Department	:	466100 - Pocopson Operations & Maint		466100
	Job	:	040576 - Maintenance Technician II		040574
	Salary Grade	:	N06		N04
	Compensation	:	\$ 39,713.70(A)		\$ 35,429.55(A)
	Effective Date	:	02/03/2018		01/06/2018
22.	Employee	:	Skymba,Kevin		
			<u>Proposed</u>		<u>Current</u>
	Department	:	133000 - Sheriff		133000
	Job	:	040950 - Deputy Sheriff I		041380
	Salary Grade	:	N05		N03
	Compensation	:	\$ 36,743.74(A)		\$ 36,743.74(A)
	Effective Date	:	01/29/2018		01/06/2018

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018

Promotions

23. Employee : Stickland, Jessica

Proposed

Current

Department : 126000 - Clerk of Courts
Job : 040135 - Court Clerk
Salary Grade : N06
Compensation : \$ 37,066.22(A)
Effective Date : 02/03/2018

126000
041120
N02
\$ 27,973.40(A)
01/06/2018

24. Employee : Torres, Jason

Proposed

Current

Department : 222000 - Juvenile Probation
Job : 040585 - SSS V
Salary Grade : N04
Compensation : \$ 35,429.55(A)
Effective Date : 02/17/2018

221000
040783
N03
\$ 35,583.98(A)
01/12/2018

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018End of Employment

25. Employee : Berry,Natalie J
Department : 133000 - Sheriff
Job : 040950 - Deputy Sheriff I
Effective Date : 01/26/2018
26. Employee : Cumens,Samantha R
Department : 461212 - Pocopson Casual P/T Pool
Job : 351420 - Nurse Aide
Effective Date : 01/11/2018
27. Employee : Edwards,Jocelyn R
Department : 210000 - Chester County Prison
Job : 040920 - Correctional Officer I
Effective Date : 01/22/2018
28. Employee : Foray-Musa,Mary S
Department : 461210 - Pocopson Nursing Care
Job : 041646 - Resident Services Technician
Effective Date : 01/22/2018
29. Employee : Gavin,Samantha M
Department : 045000 - Treasurer
Job : 030851 - Accountant I
Effective Date : 02/01/2018
30. Employee : Gomez,Samantha J
Department : 210000 - Chester County Prison
Job : 040920 - Correctional Officer I
Effective Date : 01/31/2018
31. Employee : Henry,Thomasa E
Department : 461210 - Pocopson Nursing Care
Job : 040262 - LPN
Effective Date : 01/22/2018
32. Employee : Jones Jr,Joseph L
Department : 210000 - Chester County Prison
Job : 040110 - Correctional Officer IV
Effective Date : 01/22/2018
33. Employee : Kerrigan,Daniel J
Department : 251320 - ES Fire Services
Job : 240202 - E S Instructor
Effective Date : 01/07/2018
34. Employee : Kostick,Thomas M
Department : 210000 - Chester County Prison
Job : 040920 - Correctional Officer I
Effective Date : 12/29/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018End of Employment

35. Employee : Mullens,Shiyann S
Department : 461210 - Pocopson Nursing Care
Job : 041420 - Nurse Aide
Effective Date : 01/22/2018
36. Employee : Reinert,Brad A
Department : 251200 - Public Safety Communications
Job : 020337 - Asst Dpty Dir for 911 Ctr
Effective Date : 01/27/2018
37. Employee : Terranova,Amie E
Department : 451141 - Mental Hlth/Intel & Dev Disabl
Job : 048461 - ID Support Coordinator
Effective Date : 01/31/2018
38. Employee : Testerman,Alena C
Department : 461210 - Pocopson Nursing Care
Job : 040262 - LPN
Effective Date : 01/27/2018
39. Employee : Whittingham,Ashlyn F
Department : 124401 - Dist Court 15-4-01 Paoli
Job : 041150 - D J Clerk I
Effective Date : 01/29/2018

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 02/01/2018

Retirements

- 40. Employee : Genin, Anatoly L
Department : 090100 - Dept of Computing Info Service
Job : 030686 - Network Administrator
Effective Date : 01/13/2018

- 41. Employee : Malan, Catherine B
Department : 451140 - Human Services Administration
Job : 040792 - Administrative Specialist
Effective Date : 01/06/2018

- 42. Employee : Sellers, Kathleen H
Department : 221000 - Adult Probation
Job : 041123 - SSS III
Effective Date : 02/01/2018

COUNTY OF CHESTER
Finance Agenda

Commissioners' Meeting, February 1, 2018

1. Budget Change 19-17
2. Budget Change 02-18
3. Vouchers as submitted by the Controller

Amendment Budget Changes
 BC-19
 For December 31, 2017
 February 1, 2018

Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget
Public Health	001	478210	411120	16300000	4780003	FY2014	-147,533.00	Regular Salaries	To align budget with anticipated expenditures.	Net Change -1,040,662
	001	478210	411200	16300000	4780003	FY2014	-3,467.00	Wages		
	001	478210	412001	16300000	4780003	FY2014	-11,515.00	FICA		
	001	478210	412100	16300000	4780003	FY2014	-59,284.00	Standard Fringe		
	001	478210	412200	16300000	4780003	FY2014	-7,292.00	County Retirement		
	001	478210	420000	16300000	4780003	FY2014	-9,295.00	Materials & Services		
	001	478000	331207	16300000	4780003	FY2014	-238,386.00	Federal - Health		
	001	478210	411120	16300000	4780003	FY2017	-461,729.00	Regular Salaries		
	001	478210	411200	16300000	4780003	FY2017	-828.00	Wages		
	001	478210	412001	16300000	4780003	FY2017	-35,826.00	FICA		
	001	478210	412100	16300000	4780003	FY2017	-153,399.00	Standard Fringe		
	001	478210	412200	16300000	4780003	FY2017	-29,239.00	County Retirement		
	001	478210	420000	16300000	4780003	FY2017	-121,255.00	Materials & Services		
	001	478000	331207	16300000	4780003	FY2017	-802,276.00	Federal - Health		

To align 2017 budget with anticipated WIC (Women, Infants and Children) expenditures.

Drug & Alcohol	144	450044	332207	65000100	4514001	FY2017	200,000.00	State - Health	To budget additional	Net Change +200,000
	144	454205	439740	65000100	4514001	FY2017	200,000.00	Provider Services		

To budget additional Drug and Alcohol State Block Grant funding to cover anticipated program expenditures.

Drug & Alcohol	144	450044	331207	50400428	4514001	FY2017	33,533.00	Federal - Health	To align budget with actual expenditures.	Net Change +33,533
	144	454205	439740	50400428	4514001	FY2017	33,533.00	Provider Services		

To budget the new Opioid State Targeted Response (STR) Grant to Drug & Alcohol Fund for the Opioid Crisis.

CCIS	146	450046	332221	70800000	4516001	FY2017	75,000.00	State-Public Welfare	To align budget with actual expenditures.	Net Change +75,000
	146	454236	439740	70800000	4516001	FY2017	75,000.00	Provider Service		

To accommodate additional client service expenditures as projected by Department of Human Services/Office of Child development and Early Learning.

Amendment Budget Changes
 BC-19
 For December 31, 2017
 February 1, 2018

Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget
Capital Improv Fund	357	085300	420000	11000000	3570001		2,500.00	Materials and Services	To align budget with	No Net Change
	357	085300	475110	80300200	3570001	FY2017	-2,500.00	Land Development Rights	anticipated expenditures.	
To align the budget with anticipated Agricultural Conservation Easement, Commonwealth Program, incidental costs for 2017.										
Capital Improv Fund	357	085300	445000	80340041	3570001		-20,919.00	To Individuals	To align budget with	No Net Change
	357	085300	445000	80340021	3570001		-58,864.00	To Individuals	actual expenditures.	
	357	085300	445000	80340048	3570001		-24,969.00	To Individuals		
	357	085300	445000	80340057	3570001		-14,745.00	To Individuals		
	357	085300	445000	80340054	3570001		-19,845.00	To Individuals		
	357	085300	445000	80340079	3570001		-309,431.00	To Individuals		
	357	085300	445000	80340019	3570001		-201,376.00	To Individuals		
	357	085300	445000	80340072	3570001		-18,815.00	To Individuals		
	357	085300	445000	80340073	3570001		-174,759.00	To Individuals		
	357	085300	475110	80300200	3570001	FY2017	843,723.00	Land Development Rights		
To align budgets for Agricultural Conservation Easements with expenses based on Funding Agreements.										
Capital Improv Fund	357	085300	475110	80340071	3570001		-63,656.00	Land Development Rights	To align budget with	No Net Change
	357	085300	475110	80340077	3570001		-49,981.00	Land Development Rights	actual expenditures.	
	357	085300	475110	80300200	3570001	FY2017	113,637.00	Land Development Rights		
To align budgets for Agricultural Conservation Easements that had delayed settlements until 2018.										
Capital Improv Fund	357	588200	475100	80380009	3570001		2,186,499.00	Land	To align budget with	No Net Change
	357	000000	499999	00000000	3570001		-2,186,499.00	Unappropriated	actual expenditures.	
To budget the Crane property acquisition at Hibernia Park.										

Amendments Budget Changes
BC- 2
February 1, 2018

Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget	Description
Planning	001	085100	331207	14600000	0851017	FY2017	3,000.00	Federal-Health	To align budget with anticipated expenditures	Net Change +3,000	
	001	085100	411120	14600000	0851017	FY2017	2,203.00	Regular Salaries			
	001	085100	412001	14600000	0851017	FY2017	168.00	FICA			
	001	085100	412100	14600000	0851017	FY2017	494.00	Standard Fringe Benefits			
	001	085100	412200	14600000	0851017	FY2017	135.00	County Retirement			
	001	085100	411120	00000000	0851017		-2,203.00	Regular Salaries			
	001	085100	412001	00000000	0851017		-168.00	FICA			
	001	085100	412100	00000000	0851017		-494.00	Standard Fringe Benefits			
	001	085100	412200	00000000	0851017		-135.00	County Retirement			
Non-Departmental	001	902100	499999	00000000	9021001		-3,000.00	Unappropriated			
To adjust the budget for the Planning Commission portion of the Health Department's Walk Works Grant.											
Coroner	001	128000	341800	12899999	1280001		53,297.00	Departmental Earnings	To adjust budget for Act 122 funds	Net Change +53,297	
	001	128000	420000	12899999	1280001		53,297.00	Materials and Services			
To increase budget to reflect 2017 deferred revenue for Act 122.											
District Attorney	001	129000	332281	12100550	1290001		402,639.00	State Executive Offices	To budget District Attorne' Child Prevention	Net Change +402,639	
	001	129000	442000	12100550	1290001		402,639.00	To Organizations			
To Budget District Attorney Child abuse prevention endowment Act											
Drug & Alcohol	000144	450044	331207	50400428	4514001	FY2017	129,575.00	Federal - Health	To align budget with anticipated expenditures	Net Change +129,575	
	000144	454205	439740	50400428	4514001	FY2017	129,575.00	Provider Services			
To budget the new Opioid State Targeted Response (STR) Grant to Drug & Alcohol Fund for the Opioid Crisis.											
Capital Reserve Fund	301	000000	300000	00000000	3010001		13,640.00	Revenues & Oth Fincing Sc	To align budget with anticipated expenditures	Net Change +13,640	
	301	090100	475400	80200074	3010001	FY2017	13,640.00	Computer Hardwr/Softwr			
To carryforward Server Infrastructure Upgrades (FY2017) project.											
Capital Reserve Fund	301	000000	300000	00000000	3010001		154,426.00	Revenues & Oth Fincing Sc	To align budget with anticipated expenditures	Net Change +154,426	
	301	075200	471500	80101169	3010001		154,426.00	Building Improvements			
To carryforward the Government Services Center Building Entrance Security Upgrade project.											
Capital Reserve Fund	301	000000	300000	00000000	3010001		4,590.00	Revenues & Oth Fincing Sc	To align budget with anticipated expenditures	Net Change +4,590	
	301	075100	475400	80200101	3010001		4,590.00	Computer Hardwr/Softwr			
To carryforward Building Automation System Upgrade project.											

Amendments Budget Changes
BC- 2
February 1, 2018

Department Name	Fund	Org	Acct	Proj.	Activity	Bud Ref	Amount	Account Description	Justification Loaded in PS	Change to Budget	Description
Capital Improv Fund	357	085300	331200	80330108	3570001		1,131,738.00	Federal -Operating	To align budget with	Net Change +1,131,738	
	357	085300	442000	80330108	3570001		1,131,738.00	To Organizations	anticipated expenditures.		
To budget the Conservation Acquisition Agreement with the Civil War Preservation Trust to acquire the Moore/Osborne Hill land using grant funds from the National Park Service.											
Capital Improv Fund	357	085300	475700	80600005	3570001	FY2018	-600,000.00	Operating Equipment	To align budget with	No Net Change	
	357	251220	475700	80600005	3570001	FY2018	150,000.00	Operating Equipment	anticipated expenditures		
	357	000000	499999	00000000	3570001		450,000.00	Unappropriated			
To revise Mobile Data Computer project to reflect correct department account number.											
Capital Improv Fund	357	085200	480500	80510007	3570001		480,000.00	Transfer to Component Uni	To align budget with	No Net Change	
	357	085200	480500	80510010	3570001		-480,000.00	Transfer to Component Uni	anticipated expenditures		
To align budget with anticipated expenditures for Hibernia Dam - Internal Drain Improvements project.											
Capital Improv Fund	357	000000	300000	00000000	3570001		470,000.00	Revenues & Oth Fincing Sc	To align budget with	Net Change +470,000	
	357	460100	471500	80101210	3570001		470,000.00	Building Improvements	anticipated expenditures		
To carryforward Pocopson Home - new kitchen and laundry Heating, Ventilation, and Air Conditioning (HVAC) system.											
Capital Improv Fund	357	000000	300000	00000000	3570001		20,000.00	Revenues & Oth Fincing Sc	To align budget with	Net Change +20,000	
	357	588950	475100	80380004	3570001		20,000.00	Land	anticipated expenditures		
To carryforward Park Acquisition - Schuylkill River Trail Right-of-Way project.											