



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

May 15, 2017

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENTS
 - Executive Session – The Board of Commissioners met in Executive Session on Thursday, May 11, 2017 to discuss personnel and legal matters.
4. MINUTES OF PREVIOUS MEETING
5. PUBLIC COMMENT ON AGENDA
6. OLD BUSINESS

There are no items of old business.
7. NEW BUSINESS
 - a. Resolution #15-17

Resolution authorizing the refund of certain county taxes.
 - b. Contracts
 - c. 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

May 4, 2017

1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:01 a.m. on May 4, 2017 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Michelle Kichline. Commissioner Kathi Cozzone and Commissioner Terence Farrell were also present.

CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

Chairman Kichline asked Sarah Clark Stuart, Executive Director of the Bicycle Coalition of Greater Philadelphia, to lead the Pledge.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Chairman Kichline announced that the Board of Commissioners met in Executive Session on Tuesday, May 2, 2017 to discuss personnel and legal matters.

ANNOUNCEMENTS

4. MINUTES OF PREVIOUS MEETINGS

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board unanimously voted to accept the minutes from the April 6, 2017 Commissioners' meeting.

MINUTES APPROVED

5. PUBLIC COMMENT ON AGENDA

Sarah Clark Stuart from the Bicycle Coalition of Greater Philadelphia thanked the Commissioners for their consideration of Resolution 14-17 endorsing the completion of the Circuit Trails.

PUBLIC COMMENT

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

OLD BUSINESS

7. NEW BUSINESS

NEW BUSINESS

a. Resolution 14-17

Resolution 14-17

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved a resolution endorsing the Completion of the Circuit Trails.

b. Authorization to Bid

Authorization to Bid

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously gave authorization to bid the following:

- **Replacement of County Bridge #289**

c. Contracts

Contracts

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

d. Grants

Grants

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

8. PERSONNEL MATTERS

PERSONNEL

Human Resources Agenda

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

- Budget Change 07-17
- 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 10:08 a.m. following a Motion made by Commissioner Farrell and Seconded by Commissioner Cozzone. The Motion passed unanimously.



Chief Clerk

**THE COUNTY OF CHESTER
COMMONWEALTH OF PENNSYLVANIA
Resolution No.15-17**

**RESOLUTION OF THE CHESTER COUNTY COMMISSIONERS AUTHORIZING THE
REFUND OF CERTAIN COUNTY TAXES**

WHEREAS, located in Willistown Township, Chester County, Pennsylvania is a property designated as tax parcel 54-3-343.2 which is subject to County taxes; and

WHEREAS, Norbertine Fathers Inc. filed an exemption appeal with the Board of Assessment Appeals and was heard on October 13, 2016; and

WHEREAS, The Chester County Board of Assessment Appeals granted a partial tax exemption on the property effective for the 2017 tax year; and

WHEREAS, prior to the granting of partial tax exemption, the 2016 County tax bill was issued and paid on the property and Norbertine Fathers Inc. is requesting the partial exemption to be effective for the 2016 county taxes.

WHEREAS, the Great Valley School District has authorized the partial exemption for the 2016/2017 school year; and

WHEREAS, Willistown Township has also authorized the partial exemption for the 2016 tax year.

NOW, THEREFORE, BE IT RESOLVED, that in consideration of the foregoing, the County of Chester, at the request of Norbertine Fathers Inc., does hereby grant the partial exemption for the 2016 tax year, resulting in \$30,426.08 refund of 2016 County taxes paid by Norbertine Fathers Inc.

This Resolution adopted this ____ day of _____, 2017 by the Board of County Commissioners.

COMMISSIONERS:

Michelle Kichline, Chairman

Kathi Cozzone, Commissioner

Terence Farrell, Commissioner

ATTEST:

Janelle Swab, Chief Clerk

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 15-May-2017

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Adult Probation & Parole</u>				
Vendor: PA Home of the Sparrow Contract ID: 0017745	Contract	45,788.64	05-01-2017 12-31-2017	This contract provides 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%
Vendor: Capacity For Change, LLC Contract ID: 0017746	Contract	8,580.00	05-01-2017 06-30-2017	This contract provides Consultation and Support Services to develop updated mission frameworks for Adult Probation, the Parole & Pretrial Services Department and the Women's Re-entry Assessment and Programming Initiative Program (WRAP). CO: 0% ST: 100% FED: 0%
Vendor: Corrections Development, Inc. Contract ID: 0017749	Contract	32,500.00	05-15-2017 UNTIL COMPLETE	This contract provides for a new Offender Case Management System for Adult Probation and the Parole & Pretrial Services Department. This contract is a result of the Request for Proposal #1704-01. CO: 0% ST: 100% FED: 0%

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Community Development</u>				
Vendor: Stone Garage, The Contract ID: 0017740	Contract	24,800.00	05-01-2017 09-30-2017	This contract provides funding for academic and workforce development training for Temporary Assistance for Needy Families (TANF) eligible youth for the 2017 Summer Youth Program. The cost associated with this contract is funded by the Department of Labor. This supports Strategic Business Plan Youth Development activity. CO: 0% ST: 0% FED: 100%
Vendor: Triskeles, Inc. Contract ID: 0017742	Contract	24,800.00	05-01-2017 09-30-2017	This contract provides funding for academic and workforce development training for Temporary Assistance for Needy Families (TANF) eligible youth for the 2017 Summer Youth Program. The cost associated with this contract is funded by the Department of Labor. This supports Strategic Business Plan Youth Development activity. CO: 0% ST: 0% FED: 100%

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>DCIS</u>				
Vendor: Core BTS, Inc. Contract ID: 0017744	Contract	30,520.00	05-15-2017 COMPLETE	This contract provides Professional Services for the Video Switch Replacement Project. This equipment will provide for a majority of teleconferencing capability across the County. This contract is a result of the Request for Quotation #RPD17-01. CO: 100% ST: 0% FED: 0%
<u>Emergency Services</u>				
Vendor: Airbus DS Communications, Inc. Contract ID: 0017748	Contract	5,200,000.00	05-05-2017 05-04-2022	This contract provides for implementation of Regional Internet Protocol Based Selective Routers which are Next Generation 911 compatible and capable to selectively route 911 calls throughout the Southeast Region. This five (5) year contract includes \$3.3M for Infrastructure (up front funding via an approved Pennsylvania Emergency Management Agency (PEMA) Grant) and up to sixty (60) months of monthly recurring cost billed to each participating County. The sixty (60) month recurring cost for Chester County is \$1.9 million. CO: 0% ST: 100% FED: 0%

County of Chester
COMMISSIONERS' CONTRACT AGENDA
DATE: 15-May-2017

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<u>Facilities Management</u>				
Vendor: McCormick Taylor, Inc. Contract ID: 0017738	Contract	197,949.83	05-04-2017 UNTIL COMPLETE	This contract provides Consultant Services to complete the Alternative Analysis Part I for the rehabilitation of Bridge #196 located on Bertolet School Road over French Creek in East and West Vincent Townships. CO: 20% ST: 80% FED: 0%
<u>Human Resources</u>				
Vendor: Delta-T Group, Inc. Contract ID: 0017628	Amendment	0.00	04-01-2017 09-30-2017	Amendment #1: This amendment for Temporary Staffing adds Case Manager positions to the rate schedule. CO: 100% ST: 0% FED: 0%
<u>Youth Center</u>				
Vendor: County of Berks Contract ID: 0014394	Amendment	0.00	07-01-2017 06-30-2018	Amendment #6: This amendment extends the contract term for an additional one (1) year period for the County of Berks Youth Center to rent bed space at the Chester County Youth Center. This is a revenue contract. CO: 0% ST: 0% FED: 0%

Number of Contracts: 10

AGENDA ITEMS - GRANTS
May 15, 2017

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
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Community Development

PA Department of Labor & Industry Amendment	Change of Contract Period	07/01/2013 06/30/2018	Workforce Development Grant Agreement No New Positions - No County Match
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Planning

PA Dept. of Conservation and Natural Resources - Bureau of Recreation and Conservation Contract/Award - New 001-085100-332238-98600556-0851017	\$50,000	01/01/2017 12/31/2020	Chester Valley Trail - Western Section - Planning No New Positions State Funding = \$50,000 County In Kind = \$50,000 Total Funding = \$100,000
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COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017Hires and Rehires

1. Employee : Anders,Adam A
Department : 491100 - Dept of Community Development
Job : 020720 - Fiscal Coordinator
Salary Grade : E03
Compensation : \$ 42,133.00(A)
Effective Date : 05/22/2017
2. Employee : Butler,Natasha Y
Department : 451145 - Children, Youth and Families
Job : 048563 - Casework Specialist
Salary Grade : T06
Compensation : \$ 38,177.10(A)
Effective Date : 05/30/2017
3. Employee : Connolly,Megan T
Department : 451141 - Mental Hlth/Intel & Dev Disabl
Job : 048461 - ID Support Coordinator
Salary Grade : T04
Compensation : \$ 34,054.70(A)
Effective Date : 05/22/2017
4. Employee : Davies,Jessica L
Department : 465100 - Pocopson Food & Dietary
Job : 041670 - Dietary Aide
Salary Grade : N01
Compensation : \$ 20,829.90(A)
Effective Date : 05/15/2017
5. Employee : Decker,Stephanie L
Department : 135000 - Domestic Relations
Job : 030890 - Dom Rel Hearing Officer
Salary Grade : U05
Compensation : \$ 39,539.00(A)
Effective Date : 06/12/2017
6. Employee : Evans,Nakiesha A
Department : 453205 - Chester County Youth Center
Job : 806210 - Youth Center Officer
Salary Grade :
Compensation : \$ 16.00(H)
Effective Date : 05/15/2017
7. Employee : Fields,Corey J
Department : 453205 - Chester County Youth Center
Job : 806210 - Youth Center Officer
Salary Grade :
Compensation : \$ 16.00(H)
Effective Date : 05/15/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017

Hires and Rehires

8. Employee : Greenleaf, Sheena M
 Department : 210000 - Chester County Prison
 Job : 040870 - Account Clerk II
 Salary Grade : N03
 Compensation : \$ 29,493.10(A)
 Effective Date : 05/22/2017
9. Employee : Harris, Ryan J
 Department : 478310 - Environmental Health Protection
 Job : 240222 - Mosquito-borne Disease Ctrl Tech
 Salary Grade :
 Compensation : \$ 10.00(H)
 Effective Date : 05/22/2017
 Comment : Temp end 9/29/17
10. Employee : Hart, Patrel L
 Department : 451145 - Children, Youth and Families
 Job : 048560 - County Caseworker II
 Salary Grade : T04
 Compensation : \$ 34,054.80(A)
 Effective Date : 05/30/2017
11. Employee : Hayes, Keith A
 Department : 451145 - Children, Youth and Families
 Job : 801068 - Temporary Administrator
 Salary Grade :
 Compensation : \$ 52.50(H)
 Effective Date : 05/15/2017
 Comment : Temp end 9/1/17
12. Employee : Johnson, Antoinette L
 Department : 461212 - Pocopson Casual P/T Pool
 Job : 351650 - Resident Services Technician
 Salary Grade : 91
 Compensation : \$ 9.32(H)
 Effective Date : 05/15/2017
13. Employee : Judge, Christie M
 Department : 451141 - Mental Hlth/Intel & Dev Disabl
 Job : 048461 - ID Support Coordinator
 Salary Grade : T04
 Compensation : \$ 34,054.80(A)
 Effective Date : 05/22/2017
14. Employee : Kelly, Siobahn M
 Department : 478210 - Nursing
 Job : 030651 - Nutritionist
 Salary Grade : N05
 Compensation : \$ 33,953.92(A)
 Effective Date : 05/30/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017Hires and Rehires

15. Employee : Ketrick,Allysa N
Department : 135000 - Domestic Relations
Job : 040780 - SSS IV
Salary Grade : N03
Compensation : \$ 29,493.10(A)
Effective Date : 07/10/2017
16. Employee : Mace,Rebecca R
Department : 461210 - Pocopson Nursing Care
Job : 041646 - Resident Services Technician
Salary Grade : N27
Compensation : \$ 20,829.90(A)
Effective Date : 06/26/2017
17. Employee : Malik,Muhammad A
Department : 589000 - Libraries P/T
Job : 805010 - Library Page
Salary Grade :
Compensation : \$ 8.50(H)
Effective Date : 05/22/2017
18. Employee : Moss,Lorenzo F
Department : 465100 - Pocopson Food & Dietary
Job : 041670 - Dietary Aide
Salary Grade : N01
Compensation : \$ 20,829.90(A)
Effective Date : 05/15/2017
19. Employee : Naylor,Darjanae A
Department : 451145 - Children, Youth and Families
Job : 048560 - County Caseworker II
Salary Grade : T04
Compensation : \$ 34,054.80(A)
Effective Date : 06/12/2017
20. Employee : Parker,Tearsha M
Department : 461212 - Pocopson Casual P/T Pool
Job : 351650 - Resident Services Technician
Salary Grade : 91
Compensation : \$ 9.32(H)
Effective Date : 05/15/2017
21. Employee : Rapczynski,Joseph J
Department : 453205 - Chester County Youth Center
Job : 806210 - Youth Center Officer
Salary Grade :
Compensation : \$ 16.00(H)
Effective Date : 05/15/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017Hires and Rehires

22. Employee : Rodak, Katrina A
Department : 453205 - Chester County Youth Center
Job : 806210 - Youth Center Officer
Salary Grade :
Compensation : \$ 16.00(H)
Effective Date : 05/15/2017
23. Employee : Rue, Chaniqua A
Department : 451145 - Children, Youth and Families
Job : 048563 - Casework Specialist
Salary Grade : T06
Compensation : \$ 38,177.10(A)
Effective Date : 05/30/2017
24. Employee : Smith, Madison S
Department : 129100 - County Detectives
Job : 040780 - SSS IV
Salary Grade : N03
Compensation : \$ 29,493.10(A)
Effective Date : 05/22/2017
25. Employee : Smith, Sydney
Department : 129000 - District Attorney
Job : 040780 - SSS IV
Salary Grade : N03
Compensation : \$ 29,492.10(A)
Effective Date : 05/30/2017
26. Employee : Speck, Kethlyn E
Department : 478310 - Environmental Health Protection
Job : 240222 - Mosquito-borne Disease Ctrl Tech
Salary Grade :
Compensation : \$ 10.00(H)
Effective Date : 05/30/2017
Comment : Temp end 9/29/17
27. Employee : Testerman, Alena C
Department : 461210 - Pocopson Nursing Care
Job : 040262 - LPN
Salary Grade : N08
Compensation : \$ 45,800.95(A)
Effective Date : 05/15/2017
28. Employee : Thegeniste, Yvon
Department : 453205 - Chester County Youth Center
Job : 806210 - Youth Center Officer
Salary Grade :
Compensation : \$ 16.00(H)
Effective Date : 05/15/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017

Hires and Rehires

- 29. Employee : Trexler,Benjamin M
Department : 453205 - Chester County Youth Center
Job : 806210 - Youth Center Officer
Salary Grade :
Compensation : \$ 16.00(H)
Effective Date : 05/15/2017

- 30. Employee : Vorgang,Casey B
Department : 461210 - Pocopson Nursing Care
Job : 030671 - Registered Nurse
Salary Grade : E05
Compensation : \$ 55,751.02(A)
Effective Date : 05/10/2017

- 31. Employee : Washington,Robin E
Department : 451141 - Mental Hlth/Intel & Dev Disabl
Job : 048461 - ID Support Coordinator
Salary Grade : T04
Compensation : \$ 34,054.80(A)
Effective Date : 05/22/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017

Transfers

32.	Employee	:	Mattox-Baldini, Faith Ann Victorine		
			Proposed		Current
			<u> </u>		<u> </u>
	Department	:	129000	- District Attorney	129000
	Job	:	030423	- Attorney I	230463
	Salary Grade	:	L01		
	Compensation	:	\$ 46,860.32(A)		\$ 10.00(H)
	Effective Date	:	06/10/2017		02/06/2017
33.	Employee	:	Missanelli, Michael J		
			Proposed		Current
			<u> </u>		<u> </u>
	Department	:	589100	- Chester County Library	589000
	Job	:	041319	- Library Assist II	805100
	Salary Grade	:	N02		
	Compensation	:	\$ 27,423.76(A)		\$ 10.58(H)
	Effective Date	:	05/27/2017		04/01/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017

Promotions

34.	Employee	: Abraham, Melissa S	
		<u>Proposed</u>	<u>Current</u>
	Department	: 075100 - Facilities Management - Admin	065000
	Job	: 030306 - Assistant Administrator I	040510
	Salary Grade	: E03	N04
	Compensation	: \$ 42,133.00(A)	\$ 33,638.31(A)
	Effective Date	: 05/27/2017	04/01/2017
35.	Employee	: Kerr, Krista	
		<u>Proposed</u>	<u>Current</u>
	Department	: 126000 - Clerk of Courts	126000
	Job	: 040780 - SSS IV	041120
	Salary Grade	: N03	N02
	Compensation	: \$ 31,000.00(A)	\$ 28,455.04(A)
	Effective Date	: 05/27/2017	04/01/2017
36.	Employee	: Marsh, Heather M	
		<u>Proposed</u>	<u>Current</u>
	Department	: 135000 - Domestic Relations	135000
	Job	: 040510 - SSS V	040780
	Salary Grade	: N04	N03
	Compensation	: \$ 32,419.66(A)	\$ 30,377.89(A)
	Effective Date	: 06/10/2017	04/01/2017
37.	Employee	: Perrone, Nora A	
		<u>Proposed</u>	<u>Current</u>
	Department	: 451144 - Drug and Alcohol	451145
	Job	: 030491 - Fiscal Officer III	030510
	Salary Grade	: E04	E03
	Compensation	: \$ 50,688.22(A)	\$ 49,211.87(A)
	Effective Date	: 05/27/2017	04/01/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017

End of Employment

- 38. Employee : Chernovski, Klayd
Department : 461210 - Pocopson Nursing Care
Job : 030671 - Registered Nurse
Effective Date : 05/13/2017

- 39. Employee : Eggerton, Mirissia M
Department : 085300 - Open Space Preservation
Job : 021047 - Land Preservation Coordinator
Effective Date : 05/20/2017

- 40. Employee : McGuire, Nolan P
Department : 085100 - Planning
Job : 030731 - Technical Services Specialist
Effective Date : 05/22/2017

- 41. Employee : Rafferty, John
Department : 129000 - District Attorney
Job : 030423 - Attorney I
Effective Date : 05/27/2017

- 42. Employee : Rauch, Stephanie L
Department : 589000 - Libraries P/T
Job : 805010 - Library Page
Effective Date : 05/17/2017

COUNTY OF CHESTER
Board of Commissioners Human Resources Agenda
Meeting Date - 05/15/2017

Retirements

43. Employee : Healy, John G
Department : 210000 - Chester County Prison
Job : 020490 - Dir Inmate Svcs
Effective Date : 07/08/2017

COUNTY OF CHESTER
Finance Agenda

Commissioners' Meeting, May 15, 2016

1. Approve an Agreement between the County and Teamsters Local Union 384.
2. Vouchers as submitted by the Controller