



# 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 7, 2021**

**1. CALL MEETING TO ORDER**

**2. ANNOUNCEMENTS**

- Executive Session – The Board of Commissioners met in Executive Session on Tuesday, January 5, 2021 to discuss personnel and legal matters.

**3. MINUTES OF THE PREVIOUS MEETINGS**

- Commissioners' Meeting – December 10, 2020
- Commissioners' Organizational Meeting – January 4, 2021

**4. PUBLIC COMMENT ON AGENDA**

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

**6. NEW BUSINESS**

- a. **Resolution 02-21**  
Resolution of the Chester County Commissioners authorizing the exoneration of certain county taxes.

- b. **Contracts**

- c. **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

**December 10, 2020**

### 1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:03 AM on December 10, 2020 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, December 8, 2020 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 November 12, 2020. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and unanimously approved the minutes from the November 12, 2020 Commissioners' Meeting.

### MINUTES APPROVED

### 4. PUBLIC COMMENT ON AGENDA

There was no public comment on the agenda.

### PUBLIC COMMENT

### 5. OLD BUSINESS

### OLD BUSINESS

#### a. Approve 2021 Budget

Commissioner Kichline made a motion to approve the 2021 Budget of \$604,690,267. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners approved the 2021 Budget in the amount of \$604,690,267.

#### Approve 2021 Budget

#### b. Bid Award

Commissioner Maxwell made a motion to approve the following Bid Award, which was seconded by Commissioner Kichline. After a roll call vote, all Commissioners approved the following Bid Awards:

#### Bid Award

#### Elevator Maintenance and Service, Bid #015009-1369A

Brandywine Elevator Co. \$201,384.00

#### PPE and Disinfecting Supplies, Bid #001011-1374E

Deepka Import LLC - \$46,993.20  
Items 10 & 12

Global PPE, Inc - \$172,381.50  
Items 2, 3, 4, 5, 6, 7, & 11

**Replace Domestic Hot Water Tanks at the Prison, Bid #357011-1372E (PLUMBING)**

Multi Temp Mechanical, Inc. \$225,000.00

**Replace Domestic Hot Water Tanks at the Prison, Bid #357011-1373E (ELECTRICAL)**

Donald E. Reisinger, Inc. \$25,400.00

**UCS GIS Graphic and UCS Chassis Capacity Upgrades, Bid #001011-1374E**

CDW-G \$165,101.33

**6. NEW BUSINESS**

**NEW BUSINESS**

**a. Authorities, Board and Commissions**

Commissioner Kichline made a motion to approve the following appointments, which was seconded by Commissioner Maxwell. After a roll call vote, all Commissioners approved the following appointments:

**Authorities, Boards and Commissions**

**Aging Citizens Advisory Council**

Reappoint Steven Trubey for a term ending 12/31/2023

**Agricultural Development Council**

Reappoint Christopher Alonzo for a term ending 12/31/2023

**Children, Youth and Families Advisory Council**

Reappoint Donna Pyne for a term ending 12/31/2023

**Conference & Visitors Bureau**

Reappoint Michael Chain for a term ending 12/31/2023

Reappoint Becky Corbin for a term ending 12/31/2023

**Conservation District**

Reappoint Don Gable for a term ending 12/31/2025

Reappoint Josh Maxwell for a term ending 12/31/2024

Reappoint Walter Moore for a term ending 12/31/2025

**Environmental and Energy Advisory Board**

Appoint Ann Hutchinson for a term ending 12/31/2021

**Health and Education Facilities Authority**

Reappoint Thom Clapper for a term ending 12/31/2025

**Library Board**

Reappoint William Connor for a term ending 12/31/2023

**Planning Commission**

Reappoint Kevin Kerr for a term ending 12/31/2024

Reappoint Molly Morrison for a term ending 12/31/2024

### **Women's Commission**

Appoint Cheryl Neale-McFall for a term ending 12/31/2023  
Appoint Nina Guzman for a term ending 12/31/2023  
Appoint Milena Lanz for a term ending 12/31/2023  
Appoint Kate Martin for a term ending 12/31/2023

### **Workforce Development Board**

Appoint James Lee for a term ending 12/31/2023  
Appoint Claire Mooney for a term ending 12/31/2023  
Appoint Matthew Meile for a term ending 12/31/2023  
Reappoint Erik Gudmundson for a term ending 12/31/2023  
Reappoint Janet Moran for a term ending 12/31/2023  
Reappoint Maria O'Connell for a term ending 12/31/2023  
Reappoint Michael Reese for a term ending 12/31/2023

#### **b. Authorization to Bid**

Commissioner Kichline made a motion to approve the following Authorization to Bid, which was seconded by Commissioner Maxwell. After a roll call vote, all Commissioners approved the following Authorization to Bid:

- **Point of Care Rapid COVID Test Kits**

#### **c. Resolution 59-20**

Commissioner Kichline made a motion to approve Resolution 59-20 authorizing the 2021 real estate tax rate. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 59-20.

#### **d. Ordinance 2020-02**

Commissioner Maxwell made a motion to approve Ordinance 2020-02 authorizing and directing the issuance of general obligation debt, in the maximum aggregate principal amount of \$50,000,000 through the issuance of one general obligation bond, series of 2021. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and approved Ordinance 2020-02.

#### **e. Declaration of Disaster Emergency**

Commissioner Kichline made a motion to approve the resolution authorizing a county Declaration of Disaster Emergency. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and approved the resolution authorizing the Declaration of Disaster Emergency.

#### **f. Resolution 60-20**

Commissioner Maxwell made a motion to approve Resolution 60-20 amending Resolution 52-20 previously authorizing the implementation of the Chester County COVID-19 Emergency Responder Organization Support Program to include additional potential recipients. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 60-20.

#### **Authorization to Bid**

#### **Resolution 59-20**

#### **Ordinance 2020-02**

#### **Declaration of Disaster Emergency**

#### **Resolution 60-20**

- g. Resolution 61-20** **Resolution 61-20**  
Commissioner Kichline made a motion to approve Resolution 61-20 authorizing the implementation of the Chester County COVID-19 Human Services Grant Program. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 61-20.
- h. Resolution 62-20** **Resolution 62-20**  
Commissioner Kichline made a motion to approve Resolution 62-20 authorizing the implementation of the Chester County COVID-19 Library System Grant Program. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 62-20.
- i. Resolution 63-20** **Resolution 63-20**  
Commissioner Maxwell made a motion to approve Resolution 63-20 authorizing an Intermunicipal Agreement between the County of Chester and participating municipalities to provide processing and marketing services for recyclable materials generated by municipal recycling programs. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 63-20.
- j. Intergovernmental Transfer Agreement** **Intergovernmental Transfer Agreement**  
Commissioner Kichline made a motion to approve the Intergovernmental Transfer Agreement between the Pennsylvania Department of Human Services, Office of Long-Term Living and Chester County providing for intergovernmental transfers of funds to DHS in order to provide for the non-federal share of Medical Assistance payments to county nursing facilities. After a roll call vote, all Commissioners voted yes and approved the Intergovernmental Transfer Agreement.
- k. Ethics Policy Adoption** **Ethics Policy Adoption**  
Commissioner Kichline made a motion to adopt the Employee Code of Ethics which is intended to set forth, and govern, the ethical conduct of all individuals employed by Chester County. Commissioner Maxwell seconded the motion. After a roll call vote, all Commissioners voted yes and approved the Employee Code of Ethics.
- l. Resolution 64-20** **Resolution 64-20**  
Commissioner Maxwell made a motion to approve Resolution 64-20 establishing certain requirements for Public Works Contractors. Commissioner Kichline seconded the motion. After a roll call vote, all Commissioners voted yes and approved Resolution 64-20.
- m. Contracts** **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.

n. **Grants**

**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.

**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 17-20
- 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 Commissioner Maxwell, which was seconded by Commissioner Kichline. After a roll call vote, all Commissioners unanimously approved the motion to adjourn the meeting. Meeting adjourned at 10:21 AM.



**Taken by Taylor Pettit**

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



# THE COUNTY OF CHESTER



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Josh Maxwell  
Michelle Kichline

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## COMMISSIONERS' MEETING MINUTES

**January 4, 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 4, 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. PLEDGE OF ALLEGIANCE**

Chair Moskowitz asked those in attendance to have a moment of silence for the lives lost to COVID-19 in 2020 in lieu of doing the Pledge of Allegiance due to the virtual nature of the meeting.

### **PLEDGE OF ALLEGIANCE**

### **3. PUBLIC COMMENT ON AGENDA**

There was no public comment on the agenda.

### **PUBLIC COMMENT**

### **4. CONFIRMATION OF COUNTY OFFICIAL/ EMPLOYEE RISK SECURITY**

County Risk Manager Tom Furman confirmed that the requisite insurance and security is in place.

### **CONFIRMATION OF COUNTY OFFICIAL/ EMPLOYEE RISK SECURITY**

### **5. ANNOUNCEMENT OF DAY AND TIME OF REGULAR MEETINGS**

Chair Moskowitz announced that meetings of the Chester County Board of Commissioners will generally be held bi-weekly at 10AM, virtually until further notice.

### **ANNOUNCEMENT OF DAY AND TIME OF REGULAR MEETINGS**

County Administrator Bobby Kagel announced that the dates and times of the Board meetings were advertised in the *Daily Local News* on December 27, 2020.

### **6. PROMULGATION AND ADOPTION OF RULES AND REGULATIONS**

Chair Moskowitz asked if there was a motion to approve the promulgation and adoption of the Rules and Regulations. Commissioner Maxwell made the motion, which was seconded by Commissioner Kichline. After a roll call vote, all were in favor and approved the Promulgation and Adoption of Rules and Regulations.

### **PROMULGATION AND ADOPTION OF RULES AND REGULATIONS**

### **7. DEPOSITORIES OF COUNTY FUNDS**

Chair Moskowitz asked if there was a motion to approve the fund depositories and tax bank depositories. Commissioner Kichline made a motion to approve, which was seconded by Commissioner Maxwell. After a roll call vote, all were in favor and approved the Depositories of County Funds.

### **DEPOSITORIES OF COUNTY FUNDS**

**8. ADOPTION OF RESOLUTION 01-21 REGARDING BANKING AUTHORITY**

**RESOLUTION 01-21**

Chair Moskowitz asked if there was a motion to approve Resolution 01-21 regarding banking authority. Commissioner Maxwell made the motion, seconded by Commissioner Kichline. After a roll call vote, all were in favor and approved Resolution 01-21.

**9. PUBLIC COMMENT**

**PUBLIC COMMENT**

There was no public comment.

**10. ADJOURNMENT**

**ADJOURNMENT**

The meeting was adjourned following a motion made by Commissioner Kichline, which was seconded by Commissioner Maxwell. After a roll call vote, all Commissioners unanimously approved the motion to adjourn the meeting. Meeting adjourned at 10:07 AM.



**Taken by Taylor Pettit**

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



**THE COUNTY OF CHESTER  
COMMONWEALTH OF PENNSYLVANIA  
RESOLUTION No. 02-21**

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

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**WHEREAS**, located in East Nottingham Township, Chester County, Pennsylvania, is a property designated as tax parcel 69-6-67 that was enrolled in the Act 319 Clean and Green program as of 2011, pursuant to the Pennsylvania Farmland and Forest Land Assessment Act of 1974; and

**WHEREAS**, the property owner, Waterway Church (formerly known as Media Mennonite Church), breached its Act 319 contract as of March 1, 2020 for the purpose of building a new church of regularly stated religious services; and

**WHEREAS**, the Oxford Area School District exonerated its portion of the breach tax amount; and

**WHEREAS**, East Nottingham Township does not levy a real property tax and is therefore not entitled to a breach tax; and

**WHEREAS**, the County breach tax amount was invoiced on this property in the amount of \$2,612.07, for which Waterway Church has requested exoneration.

**NOW, THEREFORE, BE IT RESOLVED**, that in consideration of the foregoing, the County of Chester, at the request of Waterway Church, does hereby exonerate the County breach tax amount and fees, as currently accrued on the aforementioned tax parcel. The total Act 319 breach interest amount shall remain outstanding and payable.

**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: 07-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: Pennsylvania Home of the Sparrow Contract ID: 0017745	Amendment	34,341.50	01-01-2021 06-30-2021	Amendment #5: This amendment extends the contract term for an additional six (6) month 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: Matyasovsky Jr., John Edward Contract ID: 0018757	Amendment	1,500.00	01-01-2021 12-31-2021	Amendment #2: This amendment extends the contract term for an additional one (1) year period for Computer Technology Consulting Services to implement the Alteryx Data System for the Department of Juvenile Probation. CO: 35%                      ST: 51%                      FED: 14%
<b><u>Community Development</u></b>				
Vendor: Unruh, Turner, Burke & Frees, P.C. Contract ID: 0018219	Amendment	15,000.00	01-01-2018 12-31-2020	Amendment #2: This amendment provides additional funding for Legal Services for the administration of federal, state and local County funding. The cost associated with this amendment is funded by the Housing Trust Program, Community Development Block Grant, U.S. Department of Housing and Urban Development Home Investment Partnership Program (HOME), Medical Assistance Transportation Program and the Workforce Innovation and Opportunity Act. This supports Strategic Business Plan Career and Workforce Development, Home Construction and Community Revitalization activity. CO: 41.25%                      ST: 0%                      FED: 58.75%
Vendor: Carroll Engineering Corporation Contract ID: 0018756	Amendment	5,000.00	01-01-2019 12-31-2021	Amendment # 1: This amendment provides additional funding for Engineering Services to the Department of Community Development. The cost associated with this amendment is funded by the Housing Trust Program. This supports Strategic Business Plan Home Construction and Community Revitalization activity. CO: 100%                      ST: 0%                      FED: 0%
Vendor: Chester County Economic Dev. Foundation Contract ID: 0019442	Amendment	0.00	01-01-2020 03-30-2021	Amendment #1: This amendment extends the contract term for an additional three (3) month period and provides job search assistance and career programming for dislocated workers. The cost associated with this amendment is funded by the Pennsylvania Department of Labor and Industry. This supports Strategic Business Plan Career and Workforce Development activity. CO: 0%                      ST: 0%                      FED: 100%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 07-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: Human Services, Inc. Contract ID: 0020023	Contract	85,000.00	01-01-2021 12-31-2022	This contract provides funding for building renovations of the Clubhouse property located within the City of Coatesville. The cost associated with this contract is funded by the Community Development Block Grant. This supports Strategic Business Plan Construction and Community Revitalization activity. CO: 0%            ST: 0%            FED: 100%
Vendor: Human Services, Inc. Contract ID: 0020024	Contract	38,400.00	12-01-2020 11-30-2021	This contract renews funding for housing for single homeless men. The cost associated with this contract 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%
Vendor: Friends Assoc.Care & Protect of Children Contract ID: 0020026	Contract	52,000.00	10-01-2020 09-30-2021	This contract provides funding for the Permanent Housing Stability Case Management Program. The cost associated with this contract is provided by the LanCo My Home and 2020 Home4Good initiatives. This activity supports Strategic Business Plan Housing and Community Support Services activity. CO: 0%            ST: 47%            FED: 53%
<b><u>Drug and Alcohol Services</u></b>				
Vendor: BridgeWay House Inc. Contract ID: 0019505	Amendment	45,000.00	01-01-2021 06-30-2021	Amendment #1: This amendment reduces the contract term by a one (1) year period and increases funding for Recovery Housing Services. CO: 0%            ST: 40%            FED: 60%
Vendor: Devereux Foundation Contract ID: 0019816	Amendment	0.00	01-01-2021 06-30-2021	Amendment #2: This amendment for Student Assistance Programs updates the Rates and Services and Budget Summary. CO: 1%            ST: 38%            FED: 61%
<b><u>Emergency Services</u></b>				
Vendor: Spectrasite Communications, Inc. Contract ID: 0004566	Amendment	0.00	01-01-2021 11-18-2037	Amendment #2: This amendment extends the Tower Lease Agreement for three (3) additional five (5) year renewal terms and provides for digital or electronic signatures deemed as originals for the Dilworthtown Tower location (SpectraSite Oakburne / 308428). CO: 100%            ST: 0%            FED: 0%
Vendor: Intergraph Corporation Contract ID: 0014283	Amendment	22,302.69	01-07-2021 UNTIL COMPLETE	Amendment #8: This amendment provides software and services required to migrate telecommunicator Computer Aided Dispatch System (CADS) consoles and emergency responder mobile data computers to a new hardware environment. CO: 100%            ST: 0%            FED: 0%

**County of Chester**  
**COMMISSIONERS' CONTRACT AGENDA**  
**DATE: 07-JAN-2021**

<u>Location</u>	<u>Type</u>	<u>Amount \$</u>	<u>Term</u>	<u>Description/Funding Percentage</u>
<b><u>MH/IDD</u></b> Vendor: PMHCC, Inc. Contract ID: 0019513	Amendment	0.00	07-01-2020 06-30-2021	Amendment #2: This amendment increases the Forensic Data Analyst budget for regional programming support and oversight to reflect state allocation. CO: 0%            ST: 100%            FED: 0%
Vendor: Step by Step Pediatric Therapy Inc. Contract ID: 0020010	Contract	0.00	12-01-2020 06-30-2021	This contract provides Early Intervention Services to eligible children ages birth to 3 years old in their natural environment and provides interpreter services to non-English speaking children and their families. CO: 10%            ST: 90%            FED: 0%
<b><u>Managed Behavioral Healthcare</u></b> Vendor: Barsz Gowie Amon & Fultz LLC Contract ID: 0020019	Contract	52,140.00	12-15-2020 09-30-2021	This contract renews Audit Services for the HealthChoices Program. CO: 0%            ST: 100%            FED: 0%
<b><u>Youth Center</u></b> Vendor: County of Wayne Contract ID: 0020030	Contract	0.00	07-01-2020 06-30-2021	This contract renews bed space rental for Wayne 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:            **16**

**Grants Agenda  
January 7, 2021**

DEPARTMENT / FUND	AWARD	TERM	DESCRIPTION
<b><u>Community Development</u></b>			
United States Department of Treasury Application - New	TBD	01/01/2021 12/31/2021	Emergency Rental Assistance Program - Consolidated Appropriations Act 2021 No New Positions - No County Match Federal Funding = TBD
<b><u>District Attorney</u></b>			
Pennsylvania Commission on Crime and Delinquency Application - Renewal 001-129000-332281-12100550-1290001	\$ 313,421.00	01/01/2021 12/31/2021	Endowment Act - Prevention Year 4 No New Positions - No County Match State Funding = \$313,421.00
<b><u>Mental Health / Intellectual and Developmental Disabilities</u></b>			
Pennsylvania Commission on Crime and Delinquency Contract / Award 141-450041-331221-55100902-4511001-FY2020/FY2021	\$ 110,525.00	10/01/2020 09/30/2021	Byrne Justice Assistance Grant Program - Cross System Coordinator One New Full-Time Position - No County Match Federal Funding = \$110,525.00
<b><u>Public Health</u></b>			
Pennsylvania Department of Health Contract / Award - Amendment 001-478000-331207-15300000-4780003-FY2020	\$ 167,326.67 <i>Increase</i>	07/01/2020 06/30/2021	Immunization Action Plan (IAP) Grant No New Positions - No County Match Federal Funding = \$167,326.67 Revised Federal Funding Total = \$1,062,533.77

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021Hires and Rehires

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1. Employee : Barbour, Laura  
Department : 478120 - Population Health  
Job : 040488 - Public Health Planner  
Salary Grade : N08  
Compensation : \$ 50,367.20(A)  
Effective Date : 01/11/2021
2. Employee : Bond, Darius Martelli  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Salary Grade : C01  
Compensation : \$ 41,939.04(A)  
Effective Date : 01/11/2021
3. Employee : Butts, Megan K  
Department : 451143 - Office of Aging Services  
Job : 048253 - Aging Community Service Coord  
Salary Grade : T04  
Compensation : \$ 34,054.80(A)  
Effective Date : 01/11/2021
4. Employee : DellaCroce, Robert J  
Department : 055000 - Controller  
Job : 020364 - Audit Manager  
Salary Grade : E06  
Compensation : \$ 65,000.00(A)  
Effective Date : 01/19/2021
5. Employee : Earle, Matthew  
Department : 451145 - Children, Youth and Families  
Job : 030860 - Accountant I  
Salary Grade : N05  
Compensation : \$ 38,756.25(A)  
Effective Date : 01/11/2021
6. Employee : Gardner, Molly M  
Department : 451143 - Office of Aging Services  
Job : 048933 - Aging Community Service Coord  
Salary Grade : T04  
Compensation : \$ 34,054.80(A)  
Effective Date : 01/11/2021
7. Employee : Genovese, Grant H  
Department : 478120 - Population Health  
Job : 020441 - PH Emerg Preparedness Planner  
Salary Grade : N08  
Compensation : \$ 50,367.20(A)  
Effective Date : 01/11/2021

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021Hires and Rehires

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8. Employee : Goodman, Daniel D  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Salary Grade : CO1  
Compensation : \$ 41,939.04(A)  
Effective Date : 01/11/2021
9. Employee : Gray, Jailynd M  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N02  
Compensation : \$ 31,303.35(A)  
Effective Date : 01/19/2021
10. Employee : Hall, Ache T  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Salary Grade : CO1  
Compensation : \$ 41,939.04(A)  
Effective Date : 01/11/2021
11. Employee : Jones, Lindsay M  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N02  
Compensation : \$ 31,303.35(A)  
Effective Date : 01/04/2021
12. Employee : Justis, Dawn M  
Department : 035100 - Assessment  
Job : 040780 - SSS IV  
Salary Grade : N03  
Compensation : \$ 31,420.48(A)  
Effective Date : 01/11/2021
13. Employee : Kelly-Randolph, Keonna  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Salary Grade : N02  
Compensation : \$ 31,303.35(A)  
Effective Date : 01/04/2021
14. Employee : Maloy, Brandon Rasheed  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Salary Grade : CO1  
Compensation : \$ 41,939.04(A)  
Effective Date : 01/11/2021

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021

Hires and Rehires

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15. Employee : Nieves Jr,David  
 Department : 129100 - County Detectives  
 Job : 040070 - Detective I  
 Salary Grade :  
 Compensation : \$ 94,000.37(A)  
 Effective Date : 02/01/2021
16. Employee : Potts,Courtney E  
 Department : 120000 - Court Administration  
 Job : 040510 - SSS V  
 Salary Grade : N04  
 Compensation : \$ 34,538.14(A)  
 Effective Date : 01/04/2021
17. Employee : Rayford-Roundtree,Deonni S  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : C01  
 Compensation : \$ 41,939.04(A)  
 Effective Date : 01/11/2021
18. Employee : Reesman,Kyle Scott  
 Department : 478120 - Population Health  
 Job : 230435 - Site Commander  
 Salary Grade :  
 Compensation : \$ 24.21(H)  
 Effective Date : 01/11/2021
19. Employee : Reyes,Joseline I  
 Department : 478210 - Nursing  
 Job : 041123 - SSS III  
 Salary Grade : N02  
 Compensation : \$ 33,390.24(A)  
 Effective Date : 01/11/2021
20. Employee : Smith,Montrell D  
 Department : 210000 - Chester County Prison  
 Job : 040920 - Correctional Officer I  
 Salary Grade : C01  
 Compensation : \$ 41,939.04(A)  
 Effective Date : 01/11/2021
21. Employee : Walker,Emanuel E  
 Department : 468100 - Pocopson Laundry  
 Job : 041762 - Laundry Worker  
 Salary Grade : N27  
 Compensation : \$ 22,189.05(A)  
 Effective Date : 01/19/2021



COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021

Transfers

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22. Employee : Daniels,Innessa

Proposed

Current

Department : 120000 - Court Administration  
Job : 030240 - Attorney I  
Salary Grade : L01  
Compensation : \$ 43,681.82(A)  
Effective Date : 01/02/2021

120000  
801060  
\$ 24.00(H)  
10/19/2020

23. Employee : Mariani,Leslie Nason

Proposed

Current

Department : 065000 - Public Defender  
Job : 030423 - Attorney I  
Salary Grade : L01  
Compensation : \$ 49,922.08(A)  
Effective Date : 12/19/2020

065000  
603510  
\$ 25.00(H)  
09/23/2019

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021

Promotions

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24.	Employee	:	Burkhart,Michelle T		
			<u>Proposed</u>		<u>Current</u>
	Department	:	075100 - Facilities Management - Admin		075100
	Job	:	040055 - Account Clerk IV		040450
	Salary Grade	:	N08		N04
	Compensation	:	\$ 44,071.30(A)		\$ 34,740.09(A)
	Effective Date	:	12/19/2020		12/19/2020
25.	Employee	:	Hughes,Noah A		
			<u>Proposed</u>		<u>Current</u>
	Department	:	133000 - Sheriff		133000
	Job	:	040685 - Deputy Sheriff III		040680
	Salary Grade	:	N08		N07
	Compensation	:	\$ 54,561.15(A)		\$ 51,962.88(A)
	Effective Date	:	01/02/2021		12/19/2020
26.	Employee	:	McMinn,Joanne Marie		
			<u>Proposed</u>		<u>Current</u>
	Department	:	461110 - Pocopson Nurse Administration		461210
	Job	:	020110 - Director Of Nursing		030064
	Salary Grade	:	E08		E07
	Compensation	:	\$ 93,061.28(A)		\$ 80,946.72(A)
	Effective Date	:	01/16/2021		12/19/2020
27.	Employee	:	Roberts,George E		
			<u>Proposed</u>		<u>Current</u>
	Department	:	210000 - Chester County Prison		210000
	Job	:	020120 - Deputy Warden Rehab		020490
	Salary Grade	:	C08		C07
	Compensation	:	\$ 78,810.18(A)		\$ 75,057.33(A)
	Effective Date	:	01/16/2021		12/19/2020

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021

Promotions

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28. Employee : Wilson, Tony R

	<u>Proposed</u>	<u>Current</u>
Department	: 133000 - Sheriff	133000
Job	: 040680 - Deputy Sheriff II	040950
Salary Grade	: N07	N05
Compensation	: \$ 46,924.80(A)	\$ 42,716.92(A)
Effective Date	: 01/02/2021	12/19/2020

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021End of Employment

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29. Employee : Bolden, Theodore C  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 12/13/2020
30. Employee : Booth, Erin C  
Department : 451145 - Children, Youth and Families  
Job : 048560 - County Caseworker II  
Effective Date : 12/19/2020
31. Employee : Constantine, Corrine  
Department : 251315 - Safety and Security  
Job : 041381 - Safety & Security Operator  
Effective Date : 01/01/2021
32. Employee : DeLuca, Anthony J  
Department : 221000 - Adult Probation  
Job : 048784 - Probation Officer I-AP  
Effective Date : 12/29/2020
33. Employee : Denicola I, Joel  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 12/17/2020
34. Employee : Evans, Susan  
Department : 129000 - District Attorney  
Job : 041120 - SSS III  
Effective Date : 12/25/2020
35. Employee : Hayes, Patrick C  
Department : 251200 - Public Safety Communications  
Job : 040730 - Telecommunicator I  
Effective Date : 12/15/2020
36. Employee : Jones, Kayla A  
Department : 461210 - Pocopson Nursing Care  
Job : 040262 - LPN  
Effective Date : 12/18/2020
37. Employee : Kring, Melinda  
Department : 060000 - Solicitor  
Job : 801073 - Temporary Paralegal  
Effective Date : 10/24/2020
38. Employee : Lauer, Michael A  
Department : 465100 - Pocopson Food & Dietary  
Job : 351670 - Dietary Aide  
Effective Date : 12/06/2020

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021End of Employment

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39. Employee : Lucky, Vonda K  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 11/28/2020
40. Employee : Martin, Janet M  
Department : 478210 - Nursing  
Job : 801060 - General Clerk  
Effective Date : 12/10/2020
41. Employee : McCarraher, James E  
Department : 465100 - Pocopson Food & Dietary  
Job : 041670 - Dietary Aide  
Effective Date : 01/02/2021
42. Employee : Moore, Samantha A  
Department : 451145 - Children, Youth and Families  
Job : 048560 - County Caseworker II  
Effective Date : 12/24/2020
43. Employee : Payne, Taejuan  
Department : 453205 - Chester County Youth Center  
Job : 806210 - Youth Center Officer  
Effective Date : 01/07/2021
44. Employee : Reesman, Kyle Scott  
Department : 030000 - Voter Services  
Job : 240510 - SSS V  
Effective Date : 01/01/2021
45. Employee : Rogan, Joseph  
Department : 251315 - Safety and Security  
Job : 841381 - Safety & Security Operator-PT  
Effective Date : 12/21/2020
46. Employee : Sawyerr, Joy-Star  
Department : 451145 - Children, Youth and Families  
Job : 048560 - County Caseworker II  
Effective Date : 12/19/2020
47. Employee : Shahadi, Jenna M  
Department : 451145 - Children, Youth and Families  
Job : 048560 - County Caseworker II  
Effective Date : 01/09/2021
48. Employee : Simmons, Jennifer S  
Department : 461210 - Pocopson Nursing Care  
Job : 030678 - Charge Nurse  
Effective Date : 01/09/2021

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021

End of Employment

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- 49. Employee : Smiley,Haleigh L  
Department : 461210 - Pocopson Nursing Care  
Job : 041420 - Nurse Aide  
Effective Date : 01/09/2021
  
- 50. Employee : Tomp I,Bryant Peter  
Department : 210000 - Chester County Prison  
Job : 040920 - Correctional Officer I  
Effective Date : 01/06/2021
  
- 51. Employee : Unangst,Matthew C  
Department : 451145 - Children, Youth and Families  
Job : 020223 - Child Abuse Investigations Mgr  
Effective Date : 01/06/2021
  
- 52. Employee : Whiteman,Thomas L  
Department : 060000 - Solicitor  
Job : 801072 - Solicitor  
Effective Date : 12/10/2020

COUNTY OF CHESTER  
Board of Commissioners Human Resources Agenda  
Meeting Date - 01/07/2021Retirements

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53. Employee : Barrett, Margaret J  
Department : 451140 - Human Services Administration  
Job : 040792 - Administrative Specialist  
Effective Date : 02/02/2021
54. Employee : Boyer, Kathleen J  
Department : 065000 - Public Defender  
Job : 020081 - Attorney IV  
Effective Date : 01/05/2021
55. Employee : Celii, Marie A  
Department : 085100 - Planning  
Job : 040510 - SSS V  
Effective Date : 03/13/2021
56. Employee : Pagano, Dorothy F  
Department : 461210 - Pocopson Nursing Care  
Job : 030671 - Registered Nurse  
Effective Date : 01/06/2021
57. Employee : Parrish, Elaine G  
Department : 122000 - Court Reporters  
Job : 030980 - Court Reporter I  
Effective Date : 12/19/2020
58. Employee : Werkheiser, Janie S  
Department : 451145 - Children, Youth and Families  
Job : 020570 - Co Casework Supervisor  
Effective Date : 02/02/2021

**COUNTY OF CHESTER**

**Finance Agenda**

**Commissioners' Meeting, January 7, 2021**

1. Budget Change 18-20
2. Budget Change 01-21
3. Approve new Private Pay Room Rates for Pocopson Home
4. Vouchers as submitted by the Controller



**2020  
Budget Amendment  
BC-18  
January 7, 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>
31-Dec-2020	Adult Probation	001	221000	383300	80960101	2210002	FY2020	\$ 16,388	Fin. Source Leases	Net Change + \$16,388
	Adult Probation	001	221000	475810	80960101	2210002	FY2020	\$ 16,388	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Detectives	001	129000	383300	80960107	1290002	FY2020	\$ 21,736	Fin. Source Leases	Net Change + \$43,472
	Detectives	001	129000	475810	80960107	1290002	FY2020	\$ 21,736	Vehicle Leases	
	Detectives	001	129000	383300	80960108	1290002	FY2020	\$ 21,736	Fin. Source Leases	
	Detectives	001	129000	475810	80960108	1290002	FY2020	\$ 21,736	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Emergency Services	001	251320	383300	80960104	2510002	FY2020	\$ 29,687	Fin. Source Leases	Net Change + \$29,687
	Emergency Services	001	251320	475810	80960104	2510002	FY2020	\$ 29,687	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Juvenile Probation	001	222000	383300	80960112	2220001	FY2020	\$ 14,911	Fin. Source Leases	Net Change + \$14,911
	Juvenile Probation	001	222000	475810	80960112	2220001	FY2020	\$ 14,911	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Sheriff	001	133000	383300	80960117	1330007	FY2020	\$ 31,389	Fin. Source Leases	Net Change + \$62,778
	Sheriff	001	133000	475810	80960117	1330007	FY2020	\$ 31,389	Vehicle Leases	
	Sheriff	001	133000	383300	80960118	1330007	FY2020	\$ 31,389	Fin. Source Leases	
	Sheriff	001	133000	475810	80960118	1330007	FY2020	\$ 31,389	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Domestic Relations	101	135000	383300	80960110	1350001	FY2020	\$ 27,658	Fin. Source Leases	Net Change + \$27,658
	Domestic Relations	101	135000	475810	80960110	1350001	FY2020	\$ 27,658	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Drug and Alcohol	144	450044	331207	65008400	4514001	FY2020	\$ 203,625	Federal-Health	Net Change + \$203,625
	Drug and Alcohol	144	452144	439740	65008400	4514001	FY2020	\$ 110,000	Provider Services	
	Drug and Alcohol	144	454205	439740	65008400	4514001	FY2020	\$ 17,440	Provider Services	
	Drug and Alcohol	144	454205	490001	65008400	4514001	FY2020	\$ 10,096	Transfer to General	
	Drug and Alcohol	144	454205	490116	65008400	4514001	FY2020	\$ 54,659	Transfer to DCD	
	Drug and Alcohol	144	454208	439740	65008400	4514001	FY2020	\$ 11,430	Provider Services	

State Opioid Response Grant (Year 2) - covers increased use of provider services and transfers for expenses for State Opioid Response Programs.

**2020  
Budget Amendment  
BC-18  
January 7, 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>
31-Dec-2020	Drug and Alcohol	144	450044	332207	65003900	4514001	FY2020	\$ 14,266	State-Health	Net Change + \$14,266
	Drug and Alcohol	144	454205	439740	65003900	4514001	FY2020	\$ 14,266	Provider Services	
State Gaming (Act 1) Funds - covers increased use of provider services and transfers for expenses for Gaming Programs.										
31-Dec-2020	Drug and Alcohol	144	450044	332207	65003100	4514001	FY2020	\$ (15,000)	State-Health	Net Change - \$15,000
	Drug and Alcohol	144	452144	439740	65003100	4514001	FY2020	\$ (15,000)	Provider Services	
State Gambling (Act 50) Funds were decreased due to a reduction in state gambling revenues as a result of COVID-19.										
31-Dec-2020	Parks	122	588200	383300	80960114	5880002	FY2020	\$ 14,911	Fin. Source Leases	Net Change + \$14,911
	Parks	122	588200	475810	80960114	5880002	FY2020	\$ 14,911	Vehicle Leases	
To set-up initial vehicle lease.										
31-Dec-2020	Library	124	589100	383300	80960113	5890003	FY2020	\$ 21,516	Fin. Source Leases	Net Change + \$21,516
	Library	124	589100	475810	80960113	5890003	FY2020	\$ 21,516	Vehicle Leases	
To set-up initial vehicle lease.										

2021  
Budget Amendment  
BC-01  
January 7, 2021

Date	Department Name	Fund	Org	Account	Project	Activity	Bud Ref	Amount	Account Description	Change to Budget
07-Jan-2021	Public Health	001	478000	331207	15300000	4780003	FY2020	\$ 167,327	Federal-Health	Net Change + \$167,327
	Public Health	001	478210	420000	15300000	4780003	FY2020	\$ 167,327	Materials and Services	
To align budget with anticipated revenue and expenditures as a result of the Immunization Action Plan (IAP) Grant additional funding.										
07-Jan-2021	MH / IDD	141	450041	331221	55100902	4511001	FY2020	\$ 54,795	Federal Revenue	Net Increase + \$110,525
	MH / IDD	141	450041	331221	55100902	4511001	FY2021	\$ 55,730	Federal Revenue	
	MH / IDD	141	451141	411120	55100902	4511001	FY2020	\$ 26,426	Regular Salaries	
	MH / IDD	141	451141	411120	55100902	4511001	FY2021	\$ 27,217	Regular Salaries	
	MH / IDD	141	451141	412001	55100902	4511001	FY2020	\$ 2,022	FICA	
	MH / IDD	141	451141	412001	55100902	4511001	FY2021	\$ 2,082	FICA	
	MH / IDD	141	451141	412100	55100902	4511001	FY2020	\$ 5,750	Std Fringe Benefits	
	MH / IDD	141	451141	412100	55100902	4511001	FY2021	\$ 5,750	Std Fringe Benefits	
	MH / IDD	141	451141	412200	55100902	4511001	FY2020	\$ 2,775	Retirement	
	MH / IDD	141	451141	412200	55100902	4511001	FY2021	\$ 2,858	Retirement	
	MH / IDD	141	451141	439990	55100902	4511001	FY2020	\$ 17,822	Other General Expenses	
	MH / IDD	141	451141	439990	55100902	4511001	FY2021	\$ 17,823	Other General Expenses	

To budget the Byrne Justice Assistance Grant Program for a Cross System Coordinator position at the Prison.