

**A G E N D A**  
December 27, 2022  
Deliberative Meeting

**Resolutions**

1. Authorize approval of extension of probationary period for the Residential Housing Inspector position;
2. Authorize approval to implement a Temporary Pay Acting Assignment Policy;

**Ordinances**

1. Final Reading - Bill No. 6, Ord. No. 6 - 2023 Budget
2. Final Reading - Bill No. 7, Ord. No. 7 - 2023 Salary Ordinance
3. Final Reading - Bill No. 8, Ord. No. 8 - 2023 Business Privilege Tax
4. Final Reading - Bill No. 9, Ord. No. 9 - 2023 Earned Income Tax
5. Final Reading - Bill No. 10, Ord. No. 10 - 2023 Local Services Tax
6. Final Reading - Bill No. 11, Ord. No. 11 - 2023 Real Estate Tax Levy
7. Final Reading - Bill No. 12, Ord. No. 12 - Amendment to Article 925, entitled Refuse Collection

**RESOLUTION**

**NO. 224 - 2022**

**WHEREAS**, the City of Chester hired Lamont Collins, II, for the full-time Residential Housing Inspector position, L & I Department, effective February 28, 2022, with no benefits and a sixty (60) day probationary period; and

**WHEREAS**, said employment was contingent upon said individual obtaining the required certification for the position within ninety (90) days from the date of hire; and

**WHEREAS**, there has been a request to extend said individual's certification period an additional thirty (30) day period.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:**

That it does hereby extend the probationary period of Lamont Collins, II, for the full-time Residential Housing Inspector position, L & I Department, an additional thirty (30) days period with an expiration date of January 30, 2023, for said employee to obtain the required certification for the position.

**FURTHER**, if said employee fails to obtain the required certification after the thirty (30) day extension period, said employee will no longer be eligible for the position and will be subject to termination from said position.

**WE HEREBY CERTIFY** that this Resolution passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK

**RESOLUTION**

**NO. 225 - 2022**

**WHEREAS**, the City of Chester desires to implement guidelines for a temporary pay acting assignment for current classified employees; and

**WHEREAS**, the City of Chester has determined that the guidelines set forth in this policy shall constitute special provisions applicable to all who are temporarily assuming the full set of duties from a high-level vacant position or from a higher-level encumbered position whose incumbent is on an extended leave; and

**WHEREAS**, said policy is not a substitution for the promotional or allocation process.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:**

That it does hereby adopt the attached Temporary Pay Acting Assignment Policy which provides the guidelines for eligibility, rate and other conditions for a clear understanding of the requirements to qualify for a temporary pay acting assignment.

**FURTHER**, this policy will take effect immediately upon the passage of this Resolution.

**WE HEREBY CERTIFY** that this Resolution passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK

## Temporary Pay Acting Assignment Guidelines

**Purpose:** To reward current classified employees for temporarily assuming the full set of duties from a higher-level vacant position or from a higher-level encumbered position whose incumbent is on an extended leave. It is not a substitution for the promotional or allocation process.

**Eligibility:** Any current, regular classified employee that assumes the **full** set of duties and authorities from a higher-level position. An acting assignment applies to a vacant position, or an encumbered position whose incumbent is on an extended leave. The acting assignment must be for a period of at least 30 days and no longer than six months. It does not apply to “in absence of” assignments where the full scope of duties and authorities is not delegated.

**Amount:** Temporary pay is increased in the amount up to 15% of the employee’s current pay rate, subject to the statutory salary lid in the given position. A temporary pay acting assignment may not exceed 6 months of pay.

**Authority:** The supervisor may request, in writing, an acting assignment adjustment to the department appointing authority. The request must include the recommended amount and appropriate supporting justification. The *appointing authority* will determine whether to grant the adjustment and the exact amount in each case. The appointing authority (Director) will forward the request to HR Personnel Director for approval.

If TPAA needs to extend beyond 6 months it must have written request from the Director of the department, and written justification from the HR Personnel Director submitted to the CFO for written approval.

**Payment:** A temporary pay acting assignment will be paid bi-weekly through regular payroll. The differential is temporary. It is included as salary and the calculation of overtime.

**Forfeiture:** This adjustment is temporary and may be discontinued at any time at the discretion of the appointing authority.

**Other Terms and Conditions:** If the appointing authority decides to use this differential, a Temporary Pay Acting Assignment Individual Agreement must be completed with the employee. No aspect of an acting assignment differential is subject to grievance or appeal, except for discrimination. The individual agreement may contain other terms and conditions.

**Before any discretionary pay salary change can be processed, the original signed written agreement and supporting justification must be submitted to Human Resources for reporting requirements.**

## Temporary Pay Acting Assignment Individual Agreement

1. Please fill in employee, department, and salary information (refer to specific guidelines for salary limitations):

Employee Name:		Current Position Number:	
Job Title		Position Number of TPA:	
Department Name:		% or \$ Temporary Increase:	
Current Base Salary:		Begin Date:	
Human Resources approval (initials & date):		Not to Exceed Date:	

2. Certify agreement and terms by signing below:

The City of Chester, on behalf of the above-named department agrees to pay the amount indicated per month to the employee named above, for meeting the established criteria of the Temporary Pay Acting Assignment Discretionary Pay Differential. \_\_\_\_\_ (Employee name and Position #) will remain in position # \_\_\_\_\_ as a \_\_\_\_\_ (job class title), but will perform all of the duties and authorities assigned to position # \_\_\_\_\_, a \_\_\_\_\_ (job class title), while the incumbent is on extended leave or due to a vacancy. The acting assignment differential will be paid monthly through regular payroll.

This adjustment is not part of base pay. The employee understands that this temporary pay adjustment is discretionary and may be discontinued at any time. It is further understood that this adjustment is included in salary calculations. The temporary pay amount, in combination with base pay, cannot exceed the statutory salary lid, which may necessitate payment in monthly installments.

The Compensation Guidelines for Employees is incorporated by reference and made a part of this agreement. The terms and conditions have been discussed with the employee. Given the discretionary nature of these pay differentials, it is understood that no aspect of this adjustment is grievable or appealable, except for discrimination. The employee understands and agrees to these terms and conditions.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
By: Appointing Authority Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

NO. 6, 2022

AN ORDINANCE

AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, COMMONWEALTH OF PENNSYLVANIA, APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE MUNICIPAL GOVERNMENT, HEREINAFTER SET FORTH, DURING THE 2023 CALENDAR YEAR.

THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:

**SECTION 1.** That for the expenditures and expenses of the 2023 calendar year, the following amounts are hereby appropriated from the fund equities, revenues, and other financing sources available for the 2023 calendar year for the specific purposes herein set forth.

**SECTION 2.** The General Fund Budget for the 2023 calendar year is hereby set at \$63,650,000 and appropriated from the following revenues, as more fully detailed in the attached Exhibit A:

Real Estate Taxes	\$ 9,996,000
Taxes - Act 511	\$ 21,363,000
Fines	\$ 100,000
Licenses and Permits	\$ 1,605,000
Interest, Rents and Royalties	\$ 3,660,000
Intergovernmental Revenues	\$ 12,655,008
Charges For Services	\$ 7,006,000
Reimbursements	\$ 1,417,000
Other Revenue	\$ 5,848,000
<b>TOTAL</b>	<b><u>\$ 63,650,000</u></b>

**SECTION 3.** The General Fund Budget for the 2023 calendar year is hereby set at \$ 65,553,445 and appropriated to the following departments, as more fully detailed in the attached Exhibit A:

Department of Public Affairs	\$ 21,682,514
Department of Accounts & Finance	\$ 23,854,236
Department of Public Safety	\$ 8,798,088
Department of Public Works, Parks & Property	\$ 5,874,607
Operating Transfers	\$ 5,344,000
<b>TOTAL</b>	<b><u>\$ 65,553,445</u></b>

**SECTION 4.** The Residential Rental Property Registration Fund for the 2023 calendar year is hereby set at revenues of \$227,000 and expenditures of \$151,818 with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2023 Budget”.

**SECTION 5.** The State Liquid Fuels Tax Fund for the 2023 calendar year is hereby set at revenues of \$827,972 and expenditures of \$827,556 with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2023 Budget”.

**SECTION 6.** The American Rescue Plan Act Fund for the 2023 calendar year is hereby set at \$7,694,000 with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2023 Budget”.

**SECTION 7.** The Grants Fund for the 2023 calendar year is hereby set at \$489,000 with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2023 Budget”.

**SECTION 8.** The Debt Service Fund for the 2023 calendar year is hereby set at \$3,954,265 with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2023 Budget”.

**SECTION 9.** The Delaware County Community College Fund for the 2023 calendar year is hereby set at \$390,000 with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2023 Budget”.

**SECTION 10.** That any Ordinances conflicting with this Ordinance be and the same is hereby repealed insofar as the same affects this Ordinance.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_

CITY CLERK

## CITY OF CHESTER - 2023 GENERAL FUND BUDGET

### Outstanding contributions due to pension plans

Prior year MMOs + interest due to the Police Pension Plan as of 12/31/21	\$	(35,168,194)
Prior year MMOs + interest due to Paid Firemen's Pension Plan as of 12/31/21	\$	(2,341,991)
Prior year MMOs + interest due to O&E Pension Plan as of 12/31/21	\$	(2,244,995)

<b>Total amount past due</b>	<b>\$</b>	<b>(39,755,180)</b>
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### General Fund Revenues

Real estate taxes	\$	9,996,000
Act 511 taxes	\$	21,363,000
Fines	\$	100,000
Licenses and permits	\$	1,605,000
Interest and rents	\$	3,660,000
Intergovernmental revenues	\$	12,655,000
Charges for service	\$	7,006,000
Reimbursements	\$	1,417,000
Other revenues (Includes \$5 million for 2023 TRAN)	\$	5,848,000

<b>Total General Fund Revenues</b>	<b>\$</b>	<b>63,650,000</b>
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### General Fund Expenditures

Public affairs (includes Police)	\$	(21,682,514)
Accounts and Finance	\$	(23,854,236)
Public safety (includes Fire)	\$	(8,798,088)
Public Works, Parks, and Property	\$	(5,874,607)

<b>Total Departmental Expenditures</b>	<b>\$</b>	<b>(60,209,445)</b>
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\$5 million TRAN repayment/Pass through to Crozer Library	\$	(5,344,000)
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<b>Total General Fund Expenditures</b>	<b>\$</b>	<b>(65,553,445)</b>
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<b>Budget Variance</b>	<b>\$</b>	<b>(1,903,445)</b>
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<b>2023 Annual Surplus / (Deficit)</b>	<b>\$</b>	<b>(41,658,625)</b>
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## CITY OF CHESTER - 2023 OTHER FUNDS BUDGETS

### Residential Rental Property Registration Fund

Revenues	\$	227,000
Expenditures	\$	151,818

### Liquid Fuels Fund

Revenues	\$	827,972
Expenditures	\$	827,556

### American Rescue Plan Act Fund

Revenues (Drawn from \$30 million allocation)	\$	7,694,000
Expenditures (Proposed projects)	\$	7,694,000

### Grants Fund

Revenues	\$	489,000
Expenditures	\$	489,000

### Debt Service Fund

Revenues	\$	3,954,265
Expenditures	\$	3,954,265

### Delaware County Community College Fund

Revenues	\$	390,000
Expenditures	\$	390,000

## 2023 GENERAL FUND REVENUE BUDGET

Fund	Account	Description	General Fund
<b>Real estate taxes</b>			
01	301.10	Real estate tax - Current year	\$ 7,992,000
01	301.13	Real estate tax - J. Lewis Crozer Library	\$ 341,000
01	301.30	Real estate tax - Prior years	\$ 1,600,000
01	301.40	Real estate tax - Penalties	\$ 60,000
01	301.41	Real estate tax - J. Lewis Crozer Library (Prior years)	\$ 3,000
<b>Total Real estate taxes</b>			<b>\$9,996,000</b>
<b>Act 511 taxes</b>			
01	307.00	Earned income tax (EIT)	\$ 10,969,000
01	307.00	Distressed Pension EIT	\$ 8,038,000
01	307.40	Local services tax	\$ 475,000
01	307.50	Business privilege tax (Current year)	\$ 1,801,000
01	307.50	Business privilege tax (Prior years)	\$ 80,000
<b>Total Act 511 taxes</b>			<b>\$21,363,000</b>
<b>Fines</b>			
01	309.30	District court fines	\$ 70,000
01	309.32	Other fines	\$ 30,000
<b>Total Fines</b>			<b>\$100,000</b>
<b>Licenses and Permits</b>			
		<b>Licenses</b>	
01	309.50	Plumbing licenses	\$ 4,000
01	309.51	Electric licenses	\$ 8,000
01	309.52	General contractor licenses	\$ 18,000
01	309.53	Other contractor licenses	\$ 15,000
01	309.54	H&I Contractors	\$ 1,000
01	309.61	Sign license	\$ 2,000
01	309.63	Eating establishment licenses	\$ 5,000
01	309.65	Other licenses	\$ 2,000
01	309.71	Apartments/Housing COS	\$ 250,000
		<b>Licenses subtotal</b>	<b>\$ 305,000</b>
		<b>Permits</b>	
01	303.00	Permit state tax	\$ 4,000
01	304.00	Highway, streets, and sidewalk permits	\$ 126,000
01	309.41	Food and meat permits	\$ 2,000
01	309.72	Building permits	\$ 420,000
01	309.80	Electrical permits	\$ 85,000
01	309.81	Fire/Public safety inspections	\$ 200,000
01	309.84	Plumbing permits	\$ 23,000

## 2023 GENERAL FUND REVENUE BUDGET

Fund	Account	Description	General Fund
01	309.90	Mechanical permits	\$ 12,000
01	309.92	Other permits	\$ 8,000
		<b>Permits subtotal</b>	<b>\$ 880,000</b>
		<b>Other</b>	
01	350.16	Property registration	\$ 70,000
01	320.12	Cable television franchise fee	\$ 350,000
		<b>Other subtotal</b>	<b>\$ 420,000</b>
<b>Total Licenses and permits</b>			<b>\$ 1,605,000</b>
<b>Interest and rents</b>			
01	310.15	Interest Earned	\$ 1,000
01	310.18	Cell tower lease	\$ 45,000
01	310.19	Public Property Application & Rentals	\$ 21,000
01	310.25	Other interest and rents	\$ 5,000
01	TBD	Rents/Tenants	\$ 108,000
01	330.13	Land Lease - Slot revenue	\$ 2,700,000
01	330.14	Land Lease - Table game revenue	\$ 780,000
<b>Total Interest and rents</b>			<b>\$3,660,000</b>
<b>Intergovernmental Revenues</b>			
		<b>American Rescue Plan Act funding</b>	
01	TBD	ARP Revenue Replacement	\$ 473,000
01	TBD	ARP Rehiring public sector staff	\$ 947,000
		<b>ARP funding subtotal</b>	<b>\$ 1,420,000</b>
		<b>Other federal grants</b>	
01	320.15	Dept. Of Justice Reimbursements	\$ 85,000
01	TBD	Staffing for Adequate Fire & Emergency Response Grant	\$ 592,000
01	363.13	Justice Assistance Grant	\$ 77,000
		<b>Other federal grants subtotal</b>	<b>\$ 754,000</b>
		<b>State capital and operating grants</b>	
01	350.00	Summer Food Program	\$ 70,000
01	363.60	Act 47 - Comprehensive Plan	\$ 58,000
01	TBD	PCCD Grant	\$ 225,000
01	TBD	Other State Grants	\$ 175,000
		<b>State capital and operating grant subtotal</b>	<b>\$ 528,000</b>
		<b>State shared revenues and entitlements</b>	
01	310.20	Public Utility Realty Tax Act revenue	\$ 25,000

## 2023 GENERAL FUND REVENUE BUDGET

Fund	Account	Description	General Fund
01	330.10	Act 71 Casino Host Fee	\$ 7,295,000
01	342.13	State Pension Aid	\$ 1,735,000
01	342.14	Ad hoc postretirement adjustment	\$ 3,000
		<b>State shared revenues and entitlement subtotal</b>	<b>\$ 9,058,000</b>
		<b>Local capital and operating grants</b>	
01	310.21	Payments in Lieu of Taxes (PILOTs)	\$ 275,000
01	315.41	County reimbursements for police overtime	\$ 114,000
01	342.11	County highway aid	\$ 31,000
01	363.11	Parking tax and fees	\$ 475,000
		<b>Local capital and operating grants subtotal</b>	<b>\$ 895,000</b>
<b>Total Intergovernmental revenue</b>			<b>\$12,655,000</b>
<b>Charges For Services</b>			
01	301.19	Rubbish Fees - Current year	\$ 1,827,000
01	301.20	Rubbish Fees - Prior years	\$ 225,000
01	301.18	Rubbish Fees - Penalties	\$ 22,000
01	309.75	Certs/Dup Tax Bills	\$ 18,000
01	311.00	Deeds and property registrations	\$ 7,000
01	320.14	School District Crossing Guard reimbursement	\$ 140,000
01	320.17	Sign fees	\$ 1,000
01	320.18	Zoning and subdivision fees	\$ 13,000
01	320.20	Copies of Fire Reports	\$ 13,000
01	320.20	Other application fees	\$ 36,000
01	330.12	Handicap Parking	\$ 4,000
01	364.60	Host fee for Solid Waste Facility (Covanta)	\$ 4,700,000
<b>Total Charges for service</b>			<b>\$7,006,000</b>
<b>Reimbursements</b>			
01	350.11	Health reimbursements	\$ 532,000
01	350.12	Insurance reimbursements	\$ 80,000
01	350.xx	PPL Park overtime reimbursements	\$ 70,000
01	350.13	Other reimbursements	\$ 220,000
01	350.14	Workers' compensation reimbursements	\$ 515,000
<b>Total Reimbursements</b>			<b>\$1,417,000</b>
<b>Other Revenue</b>			
01	330.12	Miscellaneous revenues	\$ 348,000
01	TBD	Cash Carry Forward from 2023	\$ 500,000
01	TBD	2023 TRAN Proceeds	\$ 5,000,000
<b>Total Other revenue</b>			<b>\$5,848,000</b>
<b>TOTAL GENERAL FUND REVENUES</b>			<b>\$ 63,650,000</b>

# 2023 GENERAL FUND EXPENDITURE BUDGET

Fund	Account	Description	General Fund
<b>DEPARTMENT OF PUBLIC AFFAIRS</b>			
<b>Director's Office (Mayor's Office)</b>			
01-01-401	5130	Salaries and Wages	\$616,477
01-01-401	5201	Community Outreach Office	\$1,000
01-01-401	5202	Office Supplies	\$2,000
01-01-401	5310	Professional Services - Public Relations	\$10,000
01-01-401	5331	Travel	\$1,000
01-01-401	5420	Dues, subscriptions and memberships	\$15,000
01-01-401	6930	Conferences and training	\$1,000
01-01-401	6931	PCCD Grant Expenditures	\$225,000
01-01-401	7003	Chester Economic Development Authority Contribution	\$10,000
<b>Total Director's Office</b>			<b>\$881,477</b>
<b>Solicitor's Office</b>			
01-01-404	5130	Salaries and Wages	\$276,856
01-01-404	5202	Office Supplies	\$1,000
01-01-404	5310	Professional Services - Bankruptcy	\$300,000
01-01-404	5315	Legal Services	\$673,000
01-01-404	5420	Dues, subscriptions and memberships	\$5,000
01-01-404	6930	Conferences and training	\$1,000
<b>Total Solicitor's Office</b>			<b>\$1,256,856</b>
<b>Police Clerical</b>			
01-01-407	5130	Salaries and Wages	\$82,194
<b>Total Police Clerical</b>			<b>\$82,194</b>
<b>Police Administration</b>			
01-01-408	5130	Salaries and Wages	\$349,543
01-01-408	5420	Dues, subscriptions and memberships	\$4,000
<b>Total Police Administration</b>			<b>\$353,543</b>
<b>Police Uniformed</b>			
01-01-410	5130	Salaries and Wages	\$5,736,841
01-01-410	5131	Overtime	\$1,100,000
01-01-410	5132	Shift 2 Differential	\$119,000
01-01-410	5133	Shift 3 Differential	\$128,000
01-01-410	5134	Holiday Pay	\$259,000
01-01-410	5135	Court Time Compensation	\$10,000
01-01-410	5136	Medical Reimbursements	\$6,000
01-01-410	5137	Educational Incentives	\$15,000
01-01-410	5160	Police Pension Plan contribution	\$10,631,820
01-01-410	5191	Clothing maintenance allowance	\$92,000
01-01-410	5192	Uniform maintenance	\$30,000
01-01-410	5200	Materials and Supplies	\$92,000
01-01-410	5230	Prisoner Care	\$8,000
01-01-410	5327	Radio Equipment Maintenance	\$35,000
01-01-410	5331	Travel	\$1,000
01-01-410	5372	Vehicle Repairs	\$210,000
01-01-410	5373	Vehicle fuel	\$35,000
01-01-410	5381	Garage Rental	\$6,600
01-01-410	5453	Car Wash	\$5,000
01-01-410	5754	Equipment	\$30,000
01-01-410	6930	Conferences and training	\$15,000
01-01-410	6967	K-9 Expenses	\$12,000



<b>Crossing Guards</b>			
01-01-411	5130	Salaries and Wages	\$531,183
<b>Total Crossing Guards</b>			<b>\$531,183</b>
<b>Total Public Affairs</b>			<b>\$21,682,514</b>
<b>ACCOUNTS &amp; FINANCE</b>			
<b>Director's Office</b>			
01-02-401	5130	Salaries and Wages	\$471,318
01-02-401	5202	Office Supplies	\$500
01-02-401	5310	Professional Services - Auditing	\$200,000
01-02-401	5420	Dues, subscriptions, and memberships	\$500
01-02-401	5421	Professional Services - Grant management	\$12,000
01-02-401	TBD	Professional Services - Accounting & financial support	\$600,000
01-02-401	6930	Conferences and training	\$500
<b>Total Director's Office</b>			<b>\$1,284,818</b>
<b>Treasurer's Office</b>			
01-02-403	5130	Salaries and Wages	\$188,117
01-02-403	5200	Materials and Supplies	\$5,000
01-02-403	5325	Postage	\$28,000
01-02-403	5326	Professional Service - Tax collection	\$31,000
01-02-404	6930	Conferences and training	\$1,000
01-02-404	6931	Professional Services - Assessment services	\$12,000
<b>Total Treasurer's Office</b>			<b>\$265,117</b>
<b>City Clerk</b>			
01-02-405	5130	Salaries and Wages	\$60,100
01-02-405	5340	Advertising	\$18,000
01-02-405	5420	Dues, subscriptions, and memberships	\$1,000
<b>Total City Clerk</b>			<b>\$79,100</b>
<b>Human Resources</b>			
01-02-406	5130	Salaries and Wages	\$229,265
01-02-406	5151	New employee testing	\$18,000
01-02-406	5202	Office Supplies	\$1,000
01-02-406	5420	Dues, subscriptions, and memberships	\$1,000
01-02-406	5570	Miscellaneous	\$1,000
01-02-406	6930	Conferences and training	\$4,000
01-02-406	6933	Employee testing for promotions	\$10,000
01-02-406	6966	Tuition Reimbursement	\$18,000
01-02-406	6967	Payroll administration	\$30,000
<b>Total Human Resources</b>			<b>\$312,265</b>
<b>Department of Information Technology</b>			
01-02-407	5130	Salaries and Wages	\$75,000
01-02-407	5310	Professional Services - IT support	\$129,000
01-02-407	5750	Equipment	\$8,000
01-02-407	5932	Employee Computer Training	\$1,000
01-02-407	6928	Computer maintenance and upgrades	\$21,000
01-02-407	6952	Internet T1 maintenance charges	\$13,000
01-02-407	6968	Financial software	\$10,000
<b>Total Department of Information Technology</b>			<b>\$257,000</b>
<b>Controller's Office</b>			
01-02-408	5130	Salaries and Wages	\$127,465
01-02-408	5136	Medical reimbursements	\$300
01-02-408	5202	Office Supplies	\$1,000
01-02-408	6930	Conferences and training	\$1,000
<b>Total Controller's Office</b>			<b>\$129,765</b>

Purchasing Office			
01-02-409	5130	Salaries and Wages	\$121,350
01-02-409	5200	Materials and Supplies	\$23,000
01-02-409	6969	Office Repairs	\$2,000
<b>Total Purchasing Office</b>			<b>\$146,350</b>
Insurance & Benefit Payments			
01-02-486	5154	Vision Insurance	\$59,000
01-02-486	5155	Brokerage Fee	\$200,000
01-02-486	5157	The Hartford Insurance Plan (Fully-insured for retirees)	\$1,180,000
01-02-486	5158	Health insurance admin. fees (with stop-loss coverage)	\$943,000
01-02-486	5159	Aetna/Meritain Plan (Self-Insured for actives & retirees)	\$8,140,000
01-02-486	5160	Officers & Employees Pension Plan contribution	\$1,256,011
01-02-486	5161	FICA	\$850,000
01-02-486	5162	Unemployment insurance	\$37,000
01-02-486	5163	Workers' Compensation & Heart and Lung coverage	\$2,040,000
01-02-486	5165	Dental Insurance	\$385,000
01-02-486	5170	Life Insurance	\$60,000
01-02-486	5350	Bonding	\$6,000
01-02-486	5352	Liability Insurance	\$1,100,000
01-02-486	5358	Inland Marine Insurance	\$3,000
01-02-486	5401	Insurance Claims	\$347,000
01-02-486	5402	Bank Service Charges	\$25,000
01-02-486	5404	Refunds	\$78,000
01-02-486	5480	EAP Program	\$7,000
01-02-486	6078	Miscellaneous fees	\$52,000
01-02-486	5130	5% vacancy assumption for non-uniformed positions	(\$300,000)
<b>Total Insurance &amp; Benefits</b>			<b>\$16,468,011</b>
Debt Service			
01-02-471	6067	Transfer to Debt Service Fund	\$3,840,797
TBD	TBD	Contingency	\$350,000
01-02-471	TBD	IRS penalties and fees	\$721,013
<b>Total Debt Service</b>			<b>\$4,911,810</b>
<b>Total Accounts &amp; Finance</b>			<b>\$23,854,236</b>
PUBLIC SAFETY			
Director's Office			
01-03-401	5130	Salaries and Wages	\$201,191
01-03-401	5202	Office Supplies	\$2,000
01-03-401	5310	Professional Services - Planning	\$58,000
01-03-401	5331	Travel	\$1,000
01-03-401	5420	Dues, subscriptions, and memberships	\$15,000
01-03-401	6930	Conferences and training	\$1,000
01-03-401	TBD	Zoning Fees	\$12,000
01-01-401	TBD	Parking Services	\$100,000
<b>Total Director's Office</b>			<b>\$390,191</b>
Fire Administration			
01-03-402	5130	Salaries and Wages	\$319,550
01-03-402	5420	Dues, subscriptions, and memberships	\$2,000
<b>Total Fire Administration</b>			<b>\$321,550</b>
Fire Uniformed			
01-03-411	5130	Salaries and Wages	\$4,398,787
01-03-411	5131	Overtime	\$309,000



01-03-411	5134	Holiday Pay	\$65,000
01-03-411	5136	Medical Reimbursements	\$500
01-03-411	5160	Paid Firemen's Pension Plan contribution	\$2,213,446
01-03-411	5191	Uniform maintenance allowance	\$40,000
01-03-411	5202	Office Supplies	\$3,000
01-03-411	5367	Equipment Repairs	\$5,000
01-03-411	5371	Gear expenses & cleaning	\$10,000
01-03-411	5372	Vehicle maintenance and repairs	\$12,000
01-03-411	5372.1	Apparatus repairs	\$80,000
01-03-411	5373	Vehicle fuel	\$20,000
01-03-411	5373	Fire station maintenance and repairs	\$18,000
01-03-411	5384	Equipment Rental	\$3,000
01-03-411	5755	Fire equipment	\$5,000
01-03-411	5756	Radio Repairs	\$5,000
01-03-411	5757	Fire Prevention	\$0
01-03-411	6930	Conferences and training	\$3,000
<b>Total Fire Uniformed</b>			<b>\$7,190,733</b>
<b>Licenses &amp; Inspections and Health</b>			
01-03-417	5130	Salaries and Wages	\$832,914
01-03-417	5131	Overtime	\$2,000
01-03-417	5136	Medical Reimbursements	\$2,700
01-03-417	5200	Materials and Supplies	\$8,000
01-03-417	5222	Health projects	\$1,000
01-03-417	5310	Professional Services - Health	\$12,000
01-03-417	5320	Professional Services - Plan review	\$8,000
01-03-417	5331	Mileage Reimbursement	\$3,000
01-03-417	5331	Travel	\$1,000
01-03-417	5379	Vehicle fuel	\$5,000
01-03-417	5420	Dues, subscriptions, and memberships	\$2,000
01-03-417	5450	Professional Services - Abatement/Board Ups	\$13,000
01-03-417	6930	Conferences and training	\$5,000
<b>Total Licenses &amp; Inspections and Health</b>			<b>\$895,614</b>
<b>Total Public Safety</b>			<b>\$8,798,088</b>
<b>PUBLIC WORKS, PARKS, AND PROPERTY</b>			
<b>Director's Office</b>			
01-04-401	5130	Salaries and Wages	\$299,747
01-04-401	5136	Medical Reimbursements	\$1,200
01-04-401	5202	Office Supplies	\$2,000
01-04-401	5310	Professional Services - Recreation	\$0
01-04-401	5371	Gear	\$6,000
01-04-401	5420	Dues, subscriptions, and memberships	\$1,000
<b>Total Director's Office</b>			<b>\$309,947</b>
<b>City Engineer's Office</b>			
01-04-408	5130	Salaries and Wages	\$95,502
01-04-408	5202	Office Supplies	\$500
<b>Total City Engineer's Office</b>			<b>\$96,002</b>

<b>Maintenance Division</b>			
01-04-438	5130	Salaries and Wages	\$1,096,657
01-04-438	5134	Premium pay (Stipend for crew leaders)	\$7,000
01-04-438	5131	Overtime	\$54,000
01-04-438	5136	Medical Reimbursements	\$1,200
01-04-438	5200	Materials and supplies	\$15,000
01-04-438	5365	Waste Management Fee	\$1,896,000
01-04-438	5368	Electricity - Traffic Signals	\$5,000
01-04-438	5369	Electricity - Street Lights	\$5,000
01-04-438	5371	Gear	\$9,000
01-04-438	5372	Vehicle maintenance and repairs	\$115,000
01-04-438	5375	Maintenance - Traffic Signals	\$194,000
01-04-438	5376	Maintenance - Street Lights	\$5,000
01-04-438	5377	Equipment purchase	\$2,000
01-04-438	5379	Vehicle fuel	\$20,000
01-04-438	5384	Equipment rental	\$7,000
01-04-438	5385	Equipment maintenance and repairs	\$25,000
01-04-438	5401	Training and certifications	\$3,000
01-04-438	5454	Refuse removal and disposal (tipping fees)	\$850,000
01-04-438	5456	Rock salt	\$20,000
01-04-438	5671	Street maintenance and repairs	\$20,000
01-07-451	5400	Parks maintenance and repairs	\$25,000
<b>Total Maintenance Division</b>			<b>\$4,374,857</b>
<b>Public Property (Building Maintenance)</b>			
01-06-409	5130	Salaries and Wages	\$137,212
01-06-409	5131	Overtime	\$12,000
01-06-409	5373	Building maintenance and repairs	\$175,000
01-06-409	5452	Elevator maintenance	\$8,000
01-06-409	5453	Building safety improvements	\$20,000
<b>Total Buildings</b>			<b>\$352,212</b>
<b>Utilities</b>			
01-06-480	5319	Copier and Equipment leases	\$71,000
01-06-480	5321	Telephones	\$95,000
01-06-480	5361	Electricity - City buildings	\$249,000
01-06-480	5364	Sewer Charges	\$14,000
01-06-480	5366	Water	\$66,000
<b>Total Utilities</b>			<b>\$495,000</b>
<b>Recreation</b>			
01-07-452	5130	Salaries and Wages	\$47,895
01-07-452	5379	Swimming Pool Repairs	\$15,000
01-07-452	5455	Professional Services - Swimming Pool	\$75,000
01-07-452	5457	General programs - recreation	\$25,000
<b>Total Recreation</b>			<b>\$162,895</b>
<b>Summer Food Program</b>			
01-07-520	5130	Salaries and Wages	\$6,695
01-07-520	5229	Summer Food Costs	\$4,000
01-07-520	5310	Professional Services	\$2,000
01-07-520	5331	Travel	\$1,000
01-07-520	5450	Contract Services	\$70,000
<b>Total Summer Food Program</b>			<b>\$83,695</b>
<b>Total Public Works, Parks, and Property</b>			<b>\$5,874,607</b>
<b>Total Expenses</b>			<b>\$60,209,445</b>

Transfers and TRAN repayment			
01-02-507	6000	Real estate tax pass through to Crozer Library	\$344,000
01-02-506		TRAN Repayment	\$5,000,000
<b>Total Transfers and TRAN repayment</b>			<b>\$5,344,000</b>
<b>TOTAL GENERAL FUND BUDGET EXPENDITURES</b>			<b>\$ 65,553,445</b>

## 2023 RESIDENTIAL RENTAL PROPERTY REGISTRATION FUND

Fund	Account	Description	Liquid Fuels
<b>REVENUES</b>			
TBD	TBD	Rental registration license fee	\$ 227,000
<b>Total Revenues</b>			<b>\$227,000</b>
<b>EXPENDITURES</b>			
TBD	5130	Salaries and Wages	\$ 85,818
TBD	5325	Postage	\$ 56,000
TBD	5200	Materials and supplies	\$ 10,000
<b>Total Expenditures</b>			<b>\$151,818</b>

## 2023 LIQUID FUELS BUDGET

Fund	Account	Description	Liquid Fuels
<b>REVENUES</b>			
02-04-438	314.00	Municipal Liquid Fuels Allocation	\$ 827,972
<b>Total Revenues</b>			<b>\$827,972</b>
<b>EXPENDITURES</b>			
02-04-438	5368	Electricity - Traffic Signals	\$ 85,000
02-04-438	5369	Electricity - Street Lights	\$ 444,000
02-04-438	5375	Maintenance - Traffic Signals	\$ 50,000
02-04-438	5376	Maintenance - Street Lights	\$ 72,000
02-04-438	5456	Rock Salt	\$ 29,000
02-04-438	5671	Street maintenance/repairs	\$ 36,000
02-04-438	TBD	DVRPC Debt Payment	\$ 111,556
<b>Total Expenditures</b>			<b>\$827,556</b>

## 2023 AMERICAN RESCUE PLAN ACT BUDGET

The City received \$30,357,628 from the Coronavirus State and Local Fiscal Recovery Funds as part of the American Rescue Plan (ARP) Act of 2021. Project eligibility for ARP funding is governed by the federal guidelines issued by the U.S. Treasury Department in 2022. The City will use ARP funding to maintain vital and necessary services provided by City government to the fullest extent allowed under guidelines. **If any of the projects listed below are determined to be ineligible for ARP funding, they will be removed from the list. There is no General Fund subsidy planned for any of these projects.**

Department/Division	2023 Project		Amount
General	Revenue replacement to fund operations (Transfer to General Fund)	\$	473,000
General	Rehiring public sector staff (Transfer to General Fund)	\$	947,000
General	ARP program administrative expenses	\$	32,000
	<b>General subtotal</b>	<b>\$</b>	<b>1,452,000</b>
Police/Fire	Police and Fire Station Repairs	\$	500,000
Police/Fire	Security Improvements - Cameras	\$	19,000
	<b>Police/Fire subtotal</b>	<b>\$</b>	<b>519,000</b>
Accounts & Finance - Director's Office	Homeowner/Landlord Property Improvement Program	\$	1,100,000
Accounts & Finance - Director's Office	Business Assistance Grant Program	\$	359,000
Accounts & Finance - Director's Office	Chester Clean Ways	\$	318,000
Accounts & Finance - Director's Office	Business Façade Improvement Program	\$	300,000
Accounts & Finance - Director's Office	Business Incubator Space	\$	200,000
Accounts & Finance - Director's Office	Blight Assessment/Cyclomedia Imagery	\$	94,000
	<b>Accounts &amp; Finance - Director's Office subtotal</b>	<b>\$</b>	<b>2,371,000</b>
Accounts & Finance - IT	Equipment	\$	200,000
Accounts & Finance - IT	Software/Licenses	\$	150,000
Accounts & Finance - IT	Alarm	\$	100,000
Accounts & Finance - IT	Citywide technology assessment	\$	50,000
Accounts & Finance - IT	Network upgrade	\$	41,000
Accounts & Finance - IT	Edmunds GovTech (Financial management software)	\$	40,000
Accounts & Finance - IT	City Hall - A/V upgrades for Council	\$	30,000
Accounts & Finance - IT	Mobile Inspector App Software	\$	15,000
Accounts & Finance - IT	Domain migration	\$	15,000
Accounts & Finance - IT	Mobile App	\$	10,000
	<b>Accounts &amp; Finance - IT subtotal</b>	<b>\$</b>	<b>651,000</b>
Public Works - Maintenance	Public Works Garage & Shed Repairs	\$	650,000
Public Works - Maintenance	Waste Trash Bins	\$	461,000
Public Works - Maintenance	Street signage	\$	185,000
Public Works - Maintenance	Grass Machine Trailer	\$	16,000
Public Works - Public Property	City Hall security improvements	\$	500,000
Public Works - Public Property	City Hall ventilation improvements	\$	60,000
Public Works - Recreation	Chester Park Bathroom/Safety Upgrades	\$	100,000
Public Works - Recreation	7th Street Courts	\$	100,000
Public Works - Recreation	Memorial Park Bathroom/Safety Upgrades	\$	100,000
Public Works - Recreation	Chester Park Barn Rehab	\$	100,000
Public Works - Recreation	Chester Park Garage Improvements	\$	75,000
Public Works - Recreation	Swimming pool repairs	\$	304,000
Public Works - Recreation	Playground improvements	\$	50,000
	<b>Public Works subtotal</b>	<b>\$</b>	<b>2,701,000</b>
<b>Total project budget</b>			<b>\$7,694,000</b>

# 2023 GRANTS FUND

Fund	Account	Description
<b>Revenues</b>		
		PCCD
		Summer Food
<b>Total Revenues</b>		
<b>Expenditures</b>		
		PCCD Expenses
		Summer Food
<b>Total Expenditures</b>		

\$	424,000
\$	65,000
<b>\$</b>	<b>489,000</b>
\$	424,000
\$	65,000
<b>\$</b>	<b>489,000</b>



## 2023 DELAWARE COUNTY COMMUNITY COLLEGE FUND BUDGET

Fund	Account	Description	DCCC Fund
<b>REVENUES</b>			
94	330.14	Local Share Assessment - Table Games	\$390,000
<b>Total Revenues</b>			<b>\$390,000</b>
<b>EXPENDITURES</b>			
94	5899	DCCC Annual Subsidy	\$276,332
94	5402	Bank Fees	\$200
94	6077	Transfer to Debt Service Fund	\$113,468
<b>Total Expenditures</b>			<b>\$390,000</b>

## 2023 DEBT SERVICE FUND BUDGET

Fund	Account	Description	Debt Service
<b>REVENUES</b>			
		Interfund Transfer from GF	\$ 3,840,797
		Interfund Transfer from DCCC Fund	\$ 113,468
<b>Total Revenues</b>			<b>\$ 3,954,265</b>
<b>EXPENDITURES</b>			
		Series 2017 A - Principal + Interest	\$ 1,741,625
		Series 2017 B - Principal + Interest	\$ 1,272,375
		Tax Exempt #1	\$ 67,847
		2017 DCED Emergency Loan	\$ 200,000
		GO Note, Series 2010-B	\$ 323,322
		Series 2009 Lease	\$ 349,096
<b>Total Expenditures</b>			<b>\$ 3,954,265</b>

**BILL NO. 7**

**1<sup>st</sup> READING: 12/14/2022**

**PASSED: 12/28/2022**

**NO. 7, 2022**

**AN ORDINANCE**

**AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, COMMONWEALTH OF PENNSYLVANIA, PRESCRIBING THE NUMBER, DUTIES AND COMPENSATION OF THE EMPLOYEES OF THE CITY OF CHESTER FOR THE YEAR 2023, DIRECTING PAYMENT ON AN ANNUAL BASIS; PRESCRIBING THE METHOD AND TIMES OF PAYMENT; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT THEREWITH.**

**THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:**

**SECTION 1.** That the number, duties and compensation of the officers and employees of the City of Chester for the Year 2023 shall be set forth in the attached compilation, marked Exhibit "A", attached hereto and made part hereof.

**SECTION 2.** That the officers and employees of the City of Chester shall be paid on a calendar-year basis consisting of 26 pay periods for the Year 2023 beginning January 1, 2023 and ending December 31, 2023.

**SECTION 3.** That the officers and employees of the City of Chester shall be paid by warrants and checks on a weekly basis.

**SECTION 4.** That the per-diem rate to be paid for temporary labor or clerical help and the per-diem rate to be paid for "regular summer employees" employed by the various department of the City shall be set forth in the attached compilation, marked Exhibit "A", attached hereto and made part hereof.

**SECTION 5.** That this Ordinance shall be effective as of January 1, 2023.

**SECTION 6.** That this Ordinance shall repeal any and all Ordinances or parts of Ordinances inconsistent herewith.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK

**CITY OF CHESTER 2023**  
**CITY OF CHESTER SALARY APPROPRIATION**

FTE	PT	Job Title	Emp #	Emp. Name	Bargaining Unit	2022 Salary	Base Pay Increase	2023 Salary	Longevity %	2023 Longevity (\$)	2023 Total
<b>PUBLIC AFFAIRS - MAYOR'S OFFICE</b>											
8	2	DIVISION TOTAL				\$ 619,020	\$ (72,543)	\$ 616,477	\$ -	\$ -	\$ 616,477
<b>PUBLIC AFFAIRS - SOLICITOR'S OFFICE</b>											
4	0	DIVISION TOTAL				\$ 268,792	\$ 8,064	\$ 276,856	\$ -	\$ -	\$ 276,856
<b>PUBLIC AFFAIRS - POLICE OFFICE STAFF</b>											
2	0	DIVISION TOTAL				\$ 114,939	\$ (32,745)	\$ 82,193	\$ -	\$ -	\$ 82,193
<b>PUBLIC AFFAIRS - POLICE ADMINISTRATION</b>											
2	4	DIVISION TOTAL				\$ 342,298	\$ 7,245	\$ 349,543	\$ -	\$ -	\$ 349,543

\*\* Police cadets earn \$15/hour until they complete training and then move to \$23.99/hour according to the collective bargaining agreement.

**PUBLIC AFFAIRS - POLICE UNIFORM**

**CITY OF CHESTER 2023**  
**CITY OF CHESTER SALARY APPROPRIATION**

FTE	PT	Job Title	Emp #	Emp. Name	Bargaining Unit	2022 Salary	Base Pay Increase	2023 Salary	Longevity %	2023 Longevity (\$)	2023 Total
93	0	DIVISION TOTAL				\$ 6,198,679	\$ 230,019	\$ 6,428,698		\$ 176,846	\$ 6,374,266

**CITY OF CHESTER 2023**  
**CITY OF CHESTER SALARY APPROPRIATION**

FTE	PT	Job Title	Emp #	Emp. Name	Bargaining Unit	2022 Salary	Base Pay Increase	2023 Salary	Longevity %	2023 Longevity (\$)	2023 Total
<b>PUBLIC AFFAIRS - CROSSING GUARDS</b>											
1	0	DIVISION TOTAL				\$ 515,712	\$ 15,471	\$ 531,183		\$ -	\$ 531,183
110	6	TOTAL PUBLIC AFFAIRS				\$8,059,439	\$155,512	\$ 8,284,951		\$176,846	\$ 8,230,518
<b>ACCOUNTS &amp; FINANCE - DIRECTOR'S OFFICE</b>											
6	0	DIVISION TOTAL				\$ 313,707	\$ 157,611	\$ 471,318		\$ -	\$ 471,318
<b>ACCOUNTS &amp; FINANCE - CONTROLLER'S OFFICE</b>											
2	0	DIVISION TOTAL				\$ 125,500	\$ 1,965	\$ 127,465		\$ -	\$ 127,465
<b>ACCOUNTS &amp; FINANCE - TREASURER'S OFFICE</b>											
4	1	DIVISION TOTAL				\$ 145,138	\$ 42,979	\$ 188,117	0%	\$0	\$ 188,117
<b>ACCOUNTS &amp; FINANCE - CITY CLERK</b>											
1	0	DIVISION TOTAL				\$ 58,349	\$ 1,750	\$ 60,100		\$ -	\$ 60,100
<b>ACCOUNTS &amp; FINANCE - INFORMATION TECHNOLOGY</b>											
1	0	DIVISION TOTAL				\$ -	\$ 55,000	\$ 55,000		\$ -	\$ 75,000
<b>ACCOUNTS &amp; FINANCE - HUMAN RESOURCES</b>											
4	0	DIVISION TOTAL				\$ 210,209	\$ 19,056	\$ 229,265		\$ -	\$ 229,265
<b>ACCOUNTS &amp; FINANCE - PURCHASING OFFICE</b>											
2	0	DIVISION TOTAL				\$ 110,000	\$ 11,350	\$ 121,350		\$ -	\$ 121,350
20	1	TOTAL ACCOUNTS & FINANCE				\$ 962,903	\$ 289,712	\$ 1,252,615		\$ -	\$ 1,272,615
<b>PUBLIC SAFETY - DIRECTOR'S OFFICE</b>											
3	0	DIVISION TOTAL				\$ 197,079	\$ 4,112	\$ 201,191		\$ -	\$ 201,191

**CITY OF CHESTER 2023**  
**CITY OF CHESTER SALARY APPROPRIATION**

FTE	PT	Job Title	Emp #	Emp. Name	Bargaining Unit	2022 Salary	Base Pay Increase	2023 Salary	Longevity %	2023 Longevity (\$)	2023 Total
<b>PUBLIC SAFETY - FIRE ADMINISTRATION</b>											
3	5	DIVISION TOTAL				\$ 205,750	\$ 113,800	\$ 319,550		\$ -	\$ 319,550

\*\* Fire cadets earn a lower hourly rate until they complete training and then move to \$21.82/hour according to the collective bargaining agreement.

<b>PUBLIC SAFETY - FIRE UNIFORM</b>											
63	0	DIVISION TOTAL				\$ 4,112,303	\$ 81,573	\$ 4,193,876		\$ 204,911	\$ 4,398,787

<b>PUBLIC SAFETY - LICENSES &amp; INSPECTIONS</b>											
7.25	0	DIVISION TOTAL				\$ 369,685	\$ 11,091	\$ 380,775		\$ -	\$ 348,790

\*\* These positions will move from the General Fund to the Residential Rental Property Registration Fund beginning in Q4 2023. The salary figures shown here reflect that 75:25 split.

<b>PLANNING, PUBLIC HEALTH &amp; CODE - HEALTH</b>											
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**CITY OF CHESTER 2023**  
**CITY OF CHESTER SALARY APPROPRIATION**

FTE	PT	Job Title	Emp #	Emp. Name	Bargaining Unit	2022 Salary	Base Pay Increase	2023 Salary	Longevity %	2023 Longevity (\$)	2023 Total
10	0	<b>DIVISION TOTAL</b>				\$ 494,764	\$ 43,193	\$ 537,957		\$ -	\$ 484,124

\*\* These positions will move from the General Fund to the Residential Rental Property Registration Fund beginning in Q4 2023. The salary figures shown here reflect that 75:25 split.

<b>PUBLIC SAFETY - RESIDENTIAL RENTAL PROPERTY REGISTRATION FUND</b>											
1.75	0	<b>DIVISION TOTAL</b>				\$ 305,751	\$ 37,523	\$ 343,273		\$ -	\$ 85,818

\*\* These positions will move from the General Fund to the Residential Rental Property Registration Fund beginning in Q4 2023. The salary figures shown here reflect that 75:25 split.

\*\*\* Three of the six Inspector positions will move to the Residential Rental Property Registration Fund beginning in Q4 2023. The specific employees assigned to that program may differ from what is shown here.

86.25	5	<b>TOTAL PLANNING, PUBLIC HEALTH &amp; CODE</b>				\$5,379,580	\$253,769	\$5,633,349		\$204,911	\$5,752,442
<b>PUBLIC WORKS - DIRECTOR'S OFFICE</b>											
5	0	<b>DIVISION SUBTOTAL</b>				\$ 292,764	\$ 6,983	\$ 299,747		\$ -	\$ 299,747

<b>PUBLIC WORKS - ENGINEER'S OFFICE</b>											
1	0	<b>DIVISION SUBTOTAL</b>				\$ 92,720	\$ 2,782	\$ 95,502		\$ -	\$ 95,502

<b>PUBLIC WORKS - MAINTENANCE</b>											
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**CITY OF CHESTER 2023**  
**CITY OF CHESTER SALARY APPROPRIATION**

FTE	PT	Job Title	Emp #	Emp. Name	Bargaining Unit	2022 Salary	Base Pay Increase	2023 Salary	Longevity %	2023 Longevity (\$)	2023 Total
25	4	DIVISION TOTAL				\$ 1,064,715	\$ 31,941	\$ 1,096,657		\$ -	\$ 1,096,657
<b>PARKS, RECREATION &amp; PUBLIC PROPERTY - BUILDING MAINTENANCE</b>											
3	0	DIVISION TOTAL				\$ 134,963	\$ 2,249	\$ 137,212		\$ -	\$ 137,212
<b>PARKS, RECREATION, &amp; PUBLIC PROPERTY- RECREATION</b>											
1	0	DIVISION TOTAL				\$ 46,500	\$ 1,395	\$ 47,895		\$ -	\$ 47,895
<b>PARKS, RECREATION, &amp; PUBLIC PROPERTY- SUMMER FOOD</b>											
0	1	DIVISION TOTAL				\$ 6,500	\$ 195	\$ 6,695		\$ -	\$ 6,695
35	5	TOTAL PUBLIC WORKS				\$ 1,638,163	\$ 45,545	\$ 1,683,708		\$ -	\$ 1,683,708
251.3	17	CITY TOTAL				\$16,040,085	\$744,538	\$16,854,623		\$381,757	\$16,939,283

BILL NO 8

1<sup>st</sup> READING 12/14/2022

PASSED 12/28/2022

NO. 8, 2022

**A N O R D I N A N C E**

**AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, PENNSYLVANIA, PURSUANT TO THE AUTHORITY GRANTED BY THE HOME RULE CHARTER, REENACTING WITHOUT SUBSTANTIAL CHANGE THE BUSINESS PRIVILEGE TAX FOR THE YEAR 2023, AS SET FORTH IN ARTICLE 307 OF THE CODIFIED ORDINANCES OF THE CITY OF CHESTER, 1978, AS SUPPLEMENTED AND AMENDED, IN ITS ENTIRETY, WHICH IMPOSES A TAX FOR GENERAL REVENUE PURPOSES UPON PERSONS, FIRMS COMPANIES, AND CORPORATIONS ENGAGING IN CERTAIN BUSINESS WITHIN THE CITY OF CHESTER EXCEPT FOR THE AMENDMENT TO SUBSECTION 307.02(a) ENTITLED “RATE AND BASIS OF TAX” OF SECTION 307.02 ENTITLED TAX FOR GENERAL REVENUE PURPOSES OF SAID BUSINESS PRIVILEGE TAX, TO SET THE SAID RATE OF TAX TO 2.0 MILLS FOR RETAIL AND 3.0 MILLS FOR WHOLESALE; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HEREWITH.**

**THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:**

**SECTION 1.** That pursuant to the authority granted by the Home Rule Charter, it does hereby reenact for the year 2023 the Business Privilege Tax, as set forth in Article 307 of the Codified Ordinances of Chester, Pennsylvania, 1978, as supplemented and amended, in its entirety, which imposes a tax for general revenue purposes upon persons, firms, companies, and corporations engaging in certain business within the City of Chester, except for the following amendment to Subsection 307.02(a) entitled “Rate and Basis of Tax of Section 307.02 entitled “Tax for General Revenue Purposes”:

307.02 (a) of Article 307 entitled “BUSINESS PRIVILEGE TAX” of the Codified Ordinance of the City of Chester, 1978, which reads as follows:

- (a) Rate and Basis of Tax. The rate of the tax on each and every dollar of the whole or gross volume of business transacted within the territorial limits of the City shall be 2.0 mills (.002). Two mills mean two dollars (\$2.00) per one thousand dollars (\$1,000.00) of the gross volume of business; except that the rate of tax on each and every dollar of the whole or gross volume of business transacted by wholesale dealers or wholesale vendors within the territorial limits of the City shall be 3.0 mills (.003). All non-wholesale business of such wholesale dealers or wholesale vendors shall be taxed at the general rate of three mills. There is a minimum fee of twenty dollars (\$20.00) per year.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK

BILL NO. 9

1<sup>st</sup> READING 12/14/2022

PASSED 12/28/2022

NO. 9, 2022

**A N O R D I N A N C E**

**AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, PENNSYLVANIA, PURSUANT TO THE AUTHORITY GRANTED BY THE HOME RULE CHARTER, REENACTING THE EARNED INCOME TAX FOR THE YEAR 2023, AS SET FORTH IN ARTICLE 303 OF THE CODIFIED ORDINANCES OF CHESTER, PENNSYLVANIA, 1978, AS SUPPLEMENTED AND AMENDED, IN ITS ENTIRETY, WITHOUT SUBSTANTIAL CHANGE EXCEPT FOR AN AMENDMENT TO SECTION 303.02 ENTITLED "IMPOSITION OF TAX" TO IMPOSE A TAX OF 2.00% FOR 2023 FOR GENERAL REVENUE PURPOSES ON SALARIES, WAGES, COMMISSIONS, NET PROFITS AND OTHER COMPENSATION EARNED BY NON-RESIDENTS OF THE CITY OF CHESTER FOR WORK DONE OR SERVICES PERFORMED OR RENDERED IN THE CITY OF CHESTER, AND TO ESTABLISH THE EARNED INCOME TAX RATE AT 3.75% FOR 2023 ON SALARIES, WAGES, COMMISSIONS, NET PROFITS AND OTHER COMPENSATION EARNED BY RESIDENTS OF THE CITY OF CHESTER; WITH ONE PERCENT (1.00%) OF THE RESIDENTS AND NON-RESIDENTS EARNED INCOME TAX COLLECTIONS BEING DESIGNATED TO DISTRESSED PENSION PAYMENTS AND PROVIDING FOR THE ADMINISTRATION AND ENFORCEMENT OF THE ORDINANCE; AND IMPOSING PENALTIES FOR VIOLATION THEREOF.**

**THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:**

**SECTION 1.** That it does hereby reenact the Earned Income Tax for the year 2023, as set forth in Article 303 of the Codified Ordinances of Chester, Pennsylvania, 1978, as supplemented and amended in, its entirety, which imposes a tax for general revenue purposes on salaries, wages, commissions and other compensation

earned by residents of the City of Chester, Pennsylvania and on salaries, wages, commissions and other compensation earned by non-residents of the City of Chester for work done or services performed or rendered in the City of Chester, and on the net profits earned from businesses, professions or other activities conducted by residents of the City of Chester, and the net profits earned from businesses, professions, or other activities conducted in the City of Chester by nonresidents; requiring the filing by employers and by those subject to the tax; imposing on employers the duty collecting the tax at source; with one percent (1.00%) of the residents and nonresidents collection being designated to distressed pension payments; providing for the administration and enforcement of the ordinances; and imposing penalties for violation thereof, except for the following amendments to Section 303.02 entitled "IMPOSITION OF TAX":

303.02            IMPOSITION OF TAX

A tax for general revenue purposes of three and seventy-five hundredths percent (3.75%) is hereby imposed on the following:

- (a) Salaries, wages, commissions and other compensation earned on and after January 1, 2023, by individual residents of the City of Chester.
- (b) Net profits, earned on and after January 1, 2023, by residents of the City of Chester.

A tax for general revenue purposes of two percent (2.00%) is hereby imposed on the following:

- (a) Salaries, wages, commissions and other compensation earned on and after January 1, 2023, by individual nonresidents of the City of Chester.
- (b) Net profits, earned on and after January 1, 2023, in the City of Chester by nonresidents of the City of Chester.

The tax levied under subsection (a) hereof shall relate to and be imposed upon salaries, wages, commissions and other compensation paid by an employer or on his behalf to a person who is employed by him. The tax levied under subsection (b) hereof shall relate to and be imposed on the

net profits of any business, profession or other activity carried on by any person or persons.

Every corporation which is subject to the Pennsylvania Corporate Net Income Tax or exempt from the Pennsylvania Franchise Tax, shall be on exempt from the tax imposed by this article.

The tax levied by this article shall be applicable to salaries, wages, commissions and other compensation and to net profits earned after January 1, 2023, for non-residents and after January 1, 2023, for residents.

**SECTION 2.** All Ordinances, amendments or parts of Ordinances inconsistent with or contrary to the provisions of this Ordinance, be and they are hereby repealed.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

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MAYOR

Attest: \_\_\_\_\_

CITY CLERK

BILL NO. 10

1<sup>st</sup> READING 12/14/2022

PASSED 12/28/2022

NO. 10, 2022

**A N O R D I N A N C E**

**AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, PENNSYLVANIA, PURSUANT TO THE AUTHORITY GRANTED BY THE HOME RULE CHARTER, REENACTING WITHOUT SUBSTANTIAL CHANGE FOR THE YEAR 2023 THE “LOCAL SERVICES TAX”, AS SET FORTH IN ARTICLE 305 OF THE CODIFIED ORDINANCES OF THE CITY OF CHESTER, PENNSYLVANIA, 1978, AS SUPPLEMENTED AND AMENDED, IN ITS ENTIRETY, WHICH IMPOSES A TAX, FOR GENERAL REVENUE PURPOSES, UPON THE PRIVILEGE OF ENGAGING IN AN OCCUPATION WITHIN THE CORPORATE LIMITS OF THE CITY OF CHESTER AT THE RATE OF FIFTY TWO DOLLARS (\$52.00) PER YEAR.**

**THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:**

**SECTION 1.** That it does hereby reenact without substantial change for the year 2023 the “LOCAL SERVICES TAX”, as set forth in Article 305 of the Codified Ordinances of Chester, Pennsylvania, 1978, as supplemented and amended, in its entirety, which imposes a tax, for general revenue purpose, upon the privilege of engaging in an occupation within the corporate limits of the City of Chester at the rate of Fifty-two Dollars (\$52.00) per year which tax is to be paid by each individual exercising such privilege; providing for its collection; providing for exemptions from said tax; imposing on employers the duty of collecting said tax from every individual in their employ subject to said tax; providing for the remitting and paying over of same to the City Treasurer; conferring and imposing powers and duties of administration on the Treasurer; and imposing penalties for the violation thereof.



**SECTION 2.** All Ordinances, amendments, or parts of Ordinances inconsistent with or contrary to the provisions of this Ordinance, be and they are hereby repealed.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK

BILL NO. 11

1<sup>st</sup> READING 12/14/2022

PASSED 12/28/2022

NO. 11, 2022

**ORDINANCE**

**AN ORDINANCE OF THE CITY OF CHESTER,  
DELAWARE COUNTY, PENNSYLVANIA,  
ENACTING THE TAX RATE FOR THE YEAR 2023,  
ON ALL REAL PROPERTY AT 9.4041 MILLS AND  
FIXING THE LIBRARY TAX AT .4017 MILLS.**

**THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:**

**SECTION 1.** Be it ordained and enacted, that a tax be and the same is hereby levied on all real property within the City of Chester subject to taxation for the fiscal year 2023 as follows:

That tax rate for general purposes, the sum of 9.4041 mills on each dollar of assessed valuation, or sum of 94.041 cents on each one hundred dollars of assessed valuation.

That tax rate for library tax, the sum of .4017 mills on each dollar of assessed valuation, or sum of 4.017 Cents on each one hundred dollars of assessed valuation.

**SECTION 2.** That all Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance, be and they are hereby repealed.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK

BILL NO. 12

1<sup>st</sup> READING 12/14/2022

PASSED 12/28/2022

NO. 12, 2022

**A N O R D I N A N C E**

**AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, PENNSYLVANIA, AMENDING SUBSECTION 925.021, ENTITLED “FEES”, OF ARTICLE 925 ENTITLED “REFUSE COLLECTION” OF THE CODIFIED ORDINANCES OF THE CITY OF CHESTER, 1978, AS SUPPLEMENTED AND AMENDED BY INCREASING THE FEE TO \$250 OF SUBPARTS (a)(1) and (a)(2); AND TO AMEND SUBSECTION 925.06, ENTITLED “RECEPTACLE CAPACITY AND WEIGHT”, TO INCREASE CAPACITY TO SIXTY-FIVE GALLONS OR ONE HUNDRED POUNDS WHICHEVER IS THE LESSER AMOUNT; AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT THEREWITH.**

**THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:**

**SECTION 1.** That Subsection 925.021(a)(1) entitled “FEES” of Article 925, entitled “Refuse Collection” of the Codified Ordinance of the City of Chester, 1978, as supplemented and amended, which reads as follows:

**925.021 (a) Fees.**

The fee for the collection and disposal of ashes, garbage, rubbish and refuse placed for collection, pursuant to the provisions of this article, shall be as follows, beginning January 1, 2022.

- (1) For all single-family dwellings, either owner occupied or renter occupied, the sum of two hundred twenty-five dollars (\$225.00) per year per single-family dwelling.

**Be and the same is hereby amended to read as follows:**

**925.021 (a) Fees.**

The fee for the collection and disposal of ashes, garbage, rubbish and refuse placed for collection, pursuant to the provisions of this article, shall be as follows, beginning January 1, 2023.

- (1) For all single-family dwellings, either owner occupied or renter occupied, the sum of two hundred fifty dollars (\$250.00) per year per single-family dwelling.

**SECTION 2.** That Subpart (a)(2) of Subsection 925.021 of Article 925, entitled “Refuse Collection” of the Codified Ordinances of the City of Chester, reads as follows:

**925.021(a)(2)** For a boarding house and an apartment house or complex being collected by the City and not having its own private collection, the sum of two hundred twenty-five dollars (\$225.00) per year per single living unit.

**Be and the same is hereby amended to read as follows:**

**925.021 (a)(2)** For a boarding house and an apartment house or complex being collected by the City and not having its own private collection, the sum of two hundred fifty dollars (\$250.00) per year per single living unit.

**SECTION 3.** That Subsection 925.06 of Article 925, entitled “Refuse Collection” of the Codified Ordinances of the City of Chester, reads as follows:

**925.06** No person shall use for the reception of refuse any receptacle having a capacity more than twenty-five gallons or fifty pounds, whichever is the lesser amount. Each receptacle shall be capable of being easily handled by one man.

**Be and the same is hereby amended to read as follows:**

**925.06** No person shall use for the reception of refuse any receptacle having a capacity more than sixty-five gallons or one hundred pounds, whichever is the lesser amount. Each receptacle shall be capable of being easily handled by one man.

**SECTION 4.** That all Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed. If any section, part or clause of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, the remainder of this Ordinance shall remain valid and in full force and effect.

**SECTION 5.** That all Ordinances or parts of Ordinance inconsistent with the provisions of this Ordinance, be and they are hereby repealed.

**WE HEREBY CERTIFY** that this Ordinance passed Council this 28<sup>th</sup> day of December, A.D. 2022.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CITY CLERK