



# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Michelle Kichline  
Kathi Cozzone  
Terence Farrell

**OFFICE OF THE COMMISSIONERS**  
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## COMMISSIONERS' MEETING MINUTES

**August 17, 2017**

**1. CALL MEETING TO ORDER**

The public meeting of the Chester County Board of Commissioners was called to order at 10:06 a.m. on August 17, 2017 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Michelle Kichline. Commissioner Kathi Cozzone and Commissioner Terence Farrell were also present.

**CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

Chairman Kichline asked Penn State Extension's district director Leon Ressler to lead the Pledge.

**PLEDGE OF ALLEGIANCE**

**3. ANNOUNCEMENTS**

Chairman Michelle Kichline announced that the Board of Commissioners met in Executive Session on Tuesday, August 15, 2017 to discuss personnel and legal matters.

**ANNOUNCEMENTS**

**4. MINUTES OF PREVIOUS MEETINGS**

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board unanimously voted to accept the minutes from the July 12, 2017 Commissioners' meeting.

**MINUTES APPROVED**

**5. PUBLIC COMMENT ON AGENDA**

Debra Mobile, resident of General Warren Inn requested to speak at an upcoming Commissioner's Meeting on the topic of Bishop Tube.

**PUBLIC COMMENT**

**6. OLD BUSINESS**

**a. Bid Awards**

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

**OLD BUSINESS  
Bid Award**

**Ceiling Tile Replacement at the Historic Courthouse, Bid #357705-1283E (Re-Bid):**

F.W. Houser, Inc. \$ 85,260.00

**Guide Rail Replacement for County Bridges, Bid #301707-1286E:**

Road Safety Systems, LLC \$ 74,802.16

**Sprinkler Head Replacement at Pocopson Home, Bid #357707-1288E:**

M. Guy Cooper, Inc. \$ 18,900.00

**7. NEW BUSINESS**

**a. Resolution #24-17**

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved Resolution #24-17 authorizing and directing a representative from the County of Chester to execute and deliver an amendment to the Plan Administrator of the County 457 Plan.

**NEW BUSINESS  
Resolution #24-17**

- b. Resolution #25-17** **Resolution #25-17**  
 Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved Resolution #25-17 authorizing the acquisition of Real Property Interests for Tax Parcels 18-5-15, 18-2-15, and 18-2-9.E, 18-1-17.E and 18-5-22 for the Schuylkill River Trail.
- c. Resolution #26-17** **Resolution #26-17**  
 Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved Resolution #25-17 authorizing the acquisition of Real Property Interests for Tax Parcel 18-1-11 for the Schuylkill River Trail.
- d. Resolution #27-17** **Resolution #27-17**  
 Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved Resolution #75-17 authorizing the acquisition of Real Property Interests for Tax Parcel 18-2-20 for the Schuylkill River Trail.
- e. Resolution #28-17** **Resolution #28-17**  
 Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously approved Resolution #28-17 directing the acquisition of 0.3577 acre of real estate situate for Tax Parcel 29-6-10.2 in the Township of West Brandywine and West Caln, Chester County, Pennsylvania.
- f. Authorites, Boards and Commissions** **Authorities, Boards and Commissions**  
 Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners approved the following appointments.
- Chester County Office of Aging Citizens' Advisory Board**  
 Appoint Regina Venuti for an unexpired term ending 12/31/2018  
 Reappoint Linda DiMaggio for a term ending 9/30/2020  
 Reappoint Michelle Berquist for a term ending 9/30/2020
- Chester County Agricultural Land Preservation Board**  
 Reappoint Melba Matthews for a term ending 6/30/2020  
 Reappoint Melba Matthews as Chairman for a term ending 6/30/2018
- Chester County Drug and Alcohol Advisory Board**  
 Appoint Jeanette Easley for a term ending 9/30/2020  
 Appoint Robert Strauber Jr. for a term ending 9/30/2020  
 Appoint Cynthia Seigafuse for a term ending 9/30/2020  
 Appoint Christina Snyder for a term ending 9/30/2020
- Chester County Mental Health/Intellectual and Developmental Disabilities Board**  
 Reappoint Dr. Veda Maany for a term ending 6/30/2020
- Chester County Parks and Recreation Board**  
 Reappoint Vincent Carosella for a term ending 9/30/2020  
 Reappoint Jeffrey Glisson for a term ending 9/30/2020
- g. Authorization to Bid** **Authorization to Bid**  
 Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously gave authorization to bid the following:
- **GSC Entrance Security Upgrade**
- h. Contracts** **Contracts**  
 Commissioner Cozzone made a Motion, which was Seconded by Commissioner Farrell, to approve the Contracts Agenda. The Board voted unanimously to approve the Contracts Agenda.

**i. Grants**

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

**Grants**

**8. PERSONNEL MATTERS**

**Human Resources Agenda**

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

**PERSONNEL**

**9. FINANCIAL MATTERS**

**Finance Agenda**

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

- Budget Change 11-17
- Vouchers as submitted by the Controller

**FINANCE**

**10. PUBLIC COMMENT**

Penn State Extension's Leon Ressler introduced Stephanie Skirk as the extension's new client relations manager.

**PUBLIC  
COMMENT**

**11. ADJOURNMENT**

The Meeting was adjourned at 10:15 a.m. following a Motion made by Commissioner Farrell and Seconded by Commissioner Cozzone. The Motion passed unanimously.

**ADJOURNMENT**

  
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Chief Clerk