



# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Terence Farrell  
Kathi Cozzone  
Michelle Kichline

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

November 16, 2016

**1. CALL MEETING TO ORDER**

The public meeting of the Chester County Board of Commissioners was called to order at 11:04 a.m. on November 16, 2016 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Terence Farrell. Commissioner Kathi Cozzone and Commissioner Michelle Kichline were also present.

**CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

Chairman Farrell asked Chester County Library Director Marguerite Dube to lead the Pledge.

**PLEDGE OF ALLEGIANCE**

**3. ANNOUNCEMENTS**

- Hillary Krummrich, director of the Chester County Agricultural Development Council, presented the Chester County Farmer of the Year Award to King's Pumpkin Farm and the Distinguished Service to Agriculture Award to Sarah Manning, American Mushroom Institute.
- Chairman Farrell announced that the Board of Commissioners met in Executive Session on Tuesday, November 15, 2016 to discuss personnel and legal matters.

**ANNOUNCEMENTS**

**4. MINUTES OF PREVIOUS MEETINGS**

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Kichline, the Board unanimously voted to accept the minutes from the October 27, 2016 Commissioners' meeting.

**MINUTES APPROVED**

**5. PUBLIC COMMENT ON AGENDA**

There were no comments from the public.

**PUBLIC COMMENT**

**6. OLD BUSINESS**

**OLD BUSINESS**

**a. Bid Awards**

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

**Bid Awards**

**Janitorial Services, Bid #075610-1269A:**

ISS Facility Services, Inc. \$ 1,454,868.00

**Balcony Redesign Project for the Chester County Library, Bid #124610-1270E:**

Benjamin Roberts Ltd. \$ 131,422.07

**New and Remanufactured/Compatible Toner Cartridges for the Southeastern Pennsylvania Counties Cooperative Purchasing Board, Bid #015610-1260A:**

Section I - Star Image Supply, Inc. \$ 46,921.85  
Section II - Vision Business Products \$ 326,416.25

**6. OLD BUSINESS (continued)**

**b. Bid Rejection**

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Kichline, the Board of Commissioners unanimously rejected the following bid and approved authorization to re-bid:

**Wireless Network Equipment, Bid #301609-1265E:**

Reason for Rejection: Pursue a new alternate solution.

**Bid Rejection**

**7. NEW BUSINESS**

**a. Contracts**

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

**Contracts**

**b. Grants**

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

**PERSONNEL**

**9. FINANCIAL MATTERS**

**Finance Agenda**

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

- Budget Change 17-16
- Vouchers as submitted by the Controller

**FINANCE**

**10. PUBLIC COMMENT**

There were no comments from the public.

**PUBLIC COMMENT**

**11. ADJOURNMENT**

The Meeting was adjourned at 11:22 a.m. following a Motion made by Commissioner Cozzone and Seconded by Commissioner Kichline. The Motion passed unanimously.

**ADJOURNMENT**

  
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Chief Clerk