



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 **BOARD OF ELECTIONS**

July 27, 2020

- 1. CALL MEETING TO ORDER**
- 2. MINUTES OF PREVIOUS MEETINGS**
 - a. May 4th, 2020**
 - b. May 31st, 2020**
- 3. RESOLUTION No. 28-20**
Authorizing the purchase of election equipment
- 4. PRE-PAID BALLOT RETURN ENVELOPES**
- 5. PUBLIC COMMENT**
- 6. ADJOURNMENT**



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

CHESTER COUNTY BOARD OF ELECTION MEETING MINUTES

May 4, 2020

1. CALL MEETING TO ORDER

The Board of Elections Meeting was called to order on Monday, May 4, 2020 at 2:04 p.m. This meeting was a virtual dial in meeting led by Chair of the Board of Commissioners, Marian D. Moskowitz. Commissioners Josh Maxwell and Michelle Kichline, County Administrator Bobby Kagel, Voter Services Director Sandra Burke and Solicitor Thomas Whiteman were also present.

2. MINUTES OF PREVIOUS MEETING

▪ Motion

Commissioner Moskowitz asked if there was a motion to approve the minutes from the Board of Elections meeting held on Friday, October 4, 2019. Commissioner Maxwell made the motion to approve the minutes from the Board of Elections meeting and Commissioner Kichline seconded the motion. Motion carried.

3. RESOLUTION 16-20

Sandra Burke discussed the importance of this resolution, under Act 12, which granted counties emergency relief and flexibility to consolidate polling locations for the 2020 election, due to constraints and staffing of poll workers caused by the COVID-19 pandemic.

▪ Motion

Commissioner Moskowitz asked if there was a motion to approve Resolution 16-20. Commissioner Kichline made the motion to approve Resolution 16-20 and Commissioner Maxwell seconded the motion. Motion carried.

4. PRECINCT CONSOLIDATION PLAN

Ms. Burke indicated that the Voter Services Department was working diligently to maintain as many polling places as possible, as indicated by the Precinct Consolidation Plan.

5. REFERENDUM QUESTION PLAIN ENGLISH STATEMENT RATIFICATION

Sandra Burke briefly discussed the Referendum question of a liquor license for West Brandywine Township. Ms. Burke mentioned that this is a standard referendum.

- **Motion**

Commissioner Moskowitz asked if there was a motion to ratify the Referendum Question Plain English Statement. Commissioner Maxwell made the motion to ratify and Commissioner Kichline seconded the motion. Motion carried.

6. APPOINT ADDITIONAL COMPUTATION BOARD MEMBERS

Sandra Burke discussed the volume of mail in ballots and the increased work anticipated in scanning and tabulating the additional ballots. Due to the increased volume, Ms. Burke requested the appointment of additional Voter Services members to the Computation Board.

- Sandra Burke
- Alexis Barsamian
- Skylar Banul

- **Motion**

Commissioner Moskowitz asked if there was a motion to approve the Appointment of Additional Computation Board Members. Commissioner Kichline made a motion to approve and Commissioner Maxwell seconded the motion. Motion carried.

7. PUBLIC COMMENT

There was no public comment.

8. ADJOURNMENT

- **Motion**

Commissioner Moskowitz asked if there was a motion to adjourn the meeting, Commissioner Maxwell made a motion to adjourn the meeting. Commissioner Kichline seconded the motion. Motion carried. The Board of Election meeting adjourned at 2:18 pm.



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

CHESTER COUNTY BOARD OF ELECTION MEETING MINUTES

May 31, 2020

1. CALL MEETING TO ORDER

The Board of Elections Meeting was called to order on Sunday, May 31, 2020 at 10:02 a.m. This meeting was a virtual dial in meeting led by Chair of the Board of Commissioners, Marian D. Moskowitz. Commissioners Josh Maxwell and Michelle Kichline, County Administrator Bobby Kagel, Voter Services Director, Sandra Burke and Solicitor Thomas Whiteman were also present.

2. RESOLUTION 22-20

Sandra Burke discussed the resolution that authorized five (5) additional secure drop off locations for the collection of mail-in and absentee ballots for the 2020 Primary Election. She reviewed the locations and operation times as set forth in the resolution. Ms. Burke further noted that each drop box will be staffed by at least one County employee for the entire time designated.

- **Motion**

Commissioner Moskowitz asked if there was a motion to approve Resolution 22-20. Commissioner Kichline made the motion to approve Resolution 22-20 and Commissioner Maxwell seconded the motion. Motion carried.

3. PUBLIC COMMENT

Elizabeth Curtis Swain thanked the Board for making additional drop off locations available.

4. ADJOURNMENT

- **Motion**

Commissioner Moskowitz asked if there was a motion to adjourn the meeting, and Commissioner Maxwell made a motion to adjourn the meeting. Commissioner Kichline seconded the motion. Motion carried. The Board of Election meeting adjourned at 10:10 a.m.

**THE COUNTY OF CHESTER
COMMONWEALTH OF PENNSYLVANIA
RESOLUTION No. 28-20**

**RESOLUTION OF THE CHESTER COUNTY BOARD OF ELECTIONS
AUTHORIZING THE PURCHASE OF ELECTION EQUIPMENT**

WHEREAS, The County of Chester, Commonwealth of Pennsylvania, (the “County”) is a county and a political subdivision organized and existing under the laws of the Commonwealth of Pennsylvania (the “Commonwealth”); and

WHEREAS, a novel coronavirus (now known as “SARS CoV-2”) emerged in Wuhan, China, began infecting humans in November 2019, and has since spread throughout the world, including the United States; and

WHEREAS, on March 11th, 2020, the World Health Organization declared the COVID-19 virus a pandemic; and

WHEREAS, the Governor’s Office of the Commonwealth of Pennsylvania issued a Proclamation of Disaster Emergency on March 6th, 2020, due to the spread of COVID-19 under the authority of 35 Pa.C.S. § 7501, *et seq.* that authorized the suspension of certain procedures and formalities prescribed by law and urged counties to “act as necessary to meet the current exigencies;” and

WHEREAS, the Chester County Commissioners, by initial Resolution dated March 13, 2020, declared the existence of a disaster emergency in Chester County and extended that disaster emergency status by approving a Continuing Disaster Emergency Resolution effective March 20, 2020; and

WHEREAS, the Governor mandated the closure of physical non-life-sustaining businesses, effective March 21st, 2020, and has urged “social distancing” measures to prevent the spread of COVID-19; and

WHEREAS, the General Election is November 3, 2020 and the County Board of Elections recognizes that COVID-19 continues to exist and impact the lives of many and therefore people may continue to be concerned about voting in person on November 3, 2020; and

WHEREAS, the County Board of Elections recognizes that the citizens of Chester County may choose to vote by mail for the General Election and therefore the need for additional mail in ballot equipment is necessary to facilitate the expected number of mail in ballots; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Elections hereby grants approval for the purchase of additional mail-in ballot sorters and/or additional equipment which the Director of Voter Services deems necessary to facilitate the General Election in a fair and accessible way for all citizens of Chester County.

THIS RESOLUTION, adopted this ____ day of _____, 2020, by the
Chester County Board of Elections.

**CHESTER COUNTY
BOARD OF ELECTIONS:**

Marian D. Moskowitz, Chair

Josh Maxwell, Vice Chair

Michelle Kichline, Commissioner

ATTEST:

Robert J. Kagel, Chief Clerk