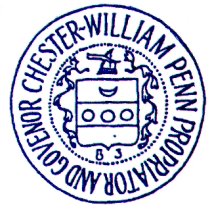




# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Marian D. Moskowitz  
Josh Maxwell  
Michelle Kichline

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

January 6, 2022

### 1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:09 AM on January 6, 2022 in the Commissioners' Boardroom 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 Diane O'Dwyer, First Deputy for the Recorder of Deeds, to lead the Pledge of Allegiance.

### PLEDGE OF ALLEGIANCE

### 3. ANNOUNCEMENTS

Commissioner Maxwell read a Proclamation for Human Trafficking Awareness and Prevention Month, which was accepted by Sheriff Fredda Maddox, District Attorney Deb Ryan, and community volunteer Carol Metzker.

### ANNOUNCEMENTS

Chair Moskowitz announced that the Board of Commissioners met in Executive Session on Thursday, December 16, 2021 to discuss personnel and legal matters.

There were no further announcements.

### 4. PUBLIC COMMENT ON AGENDA

Sandra Bowman thanked the Board of Commissioners for their support of the Human Trafficking Awareness and Prevention Month proclamation.

### PUBLIC COMMENT

There was no further public comment on agenda items.

### 5. ADOPTION OF AGENDA

Commissioner Maxwell made a motion to adopt the agenda. Commissioner Kichline seconded the motion. Motion carried to adopt the January 6, 2022 Commissioners' Meeting agenda.

### ADOPTION OF AGENDA

6. **CONSENT AGENDA** – Commissioner Kichline made a motion to approve the following routine items of business without discussion. Commissioner Maxwell seconded the motion. Motion carried to approve the following items:

### CONSENT AGENDA

- a. **Minutes of the December 16, 2021 meeting**

Approval of Minutes

- b. **Bid Awards for Youth Center Facility Painting in the amount of \$32,190.00**

Bid Awards

**a. Contracts**

**Contracts**

Children, Youth, and Families

Contract

With: J Pfarr Consulting, Inc.

Amount: \$15,000.00

Purpose: Urgency of Awareness Training

Term: 03/01/2022-06/30/2023

Facilities

Contract Amendment

With: Park O'Rourke Associates, Inc.

Amount: \$39,440.00

Purpose: Change orders for Exton Library Common Area project

Term: 01/06/2022-Until complete

Contract

With: IEI Group, Ltd.

Amount: \$34,900.00

Purpose: Professional Engineering Services for Prison projects

Term: 01/06/2022-Until complete

Contract Amendment

With: McCormick Taylor, Inc.

Amount: \$19,400.00

Purpose: Restricted Access Assessment of the Brandywine Valley viaduct crossing

Term: 01/06/2022-04/30/2022

Solicitors

Contract Amendment

With: Cozen O'Connor

Amount: \$60,000.00

Purpose: Legal Services

Term: 01/06/2022-12/31/2023

**b. Grants**

**Grants**

Adult Probation, Parole, and Pretrial Services

Grant Award

With: Pennsylvania Commission on Crime and Delinquency

Amount: \$533,144.00

Description: County Adult Probation Grant-in-Aid

Term: 07/01/2021-06/30/2022

Grant Award

With: Pennsylvania Commission on Crime and Delinquency

Amount: \$104,911.00

Description: Pretrial Program Resource Navigator

Term: 01/01/2022-12/31/2022

**c. HR Agenda**

Hires and rehires  
Transfers  
Promotions  
Ends of employment  
Retirements

**HR Agenda**

**d. Budget Change 19-21**

Department: Voter Services  
No Net Change  
To align budget with anticipated expenditures

**Budget Change 19-21**

Department: Pocopson Home  
Amount: \$402,851  
To increase budget for CARES Provider Relief Fund phase IV payment received in December 2021

**e. Vouchers as submitted by Controller**

**Vouchers**

**7. OLD BUSINESS** – There were no items of old business.

**OLD BUSINESS**

**8. NEW BUSINESS**

**NEW BUSINESS**

**a. Adoption of Rules and Regulations**

Commissioner Maxwell made a motion to approve the adoption of the revised rules and regulations of public meetings in Chester County. Commissioner Kichline seconded the motion. Motion carried to approve the adoption of the revised rules and regulations.

**Rules and Regulations**

**b. Contracts**

Commissioner Maxwell made a motion to approve the Contracts Agenda. Commissioner Kichline seconded the motion. Motion carried to approve the Contracts Agenda.

**Contracts**

**c. Budget Change 19-21**

Commissioner Kichline made a motion to approve Budget Change 19-21. Commissioner Maxwell seconded the motion. Motion carried to approve Budget Change 19-21.

**Budget Change 19-21**

**9. PUBLIC COMMENT**

**PUBLIC COMMENT**

Chair Moskowitz announced that the Board of Commissioners was holding a meeting with Voter Services after the Commissioners' Meeting to discuss election procedures.

Sandra Bowman expressed concerns about masking and vaccinations as related to COVID-19, as well as election procedures.

Commissioner Kichline noted the attendance of Prothonotary, Debbie Bookman and Recorder of Deeds, Chris Pielli.

There was no further public comment.

**10. ADJOURNMENT**

The meeting was adjourned following a motion made by Commissioner Maxwell, which was seconded by Commissioner Kichline. Motion carried to adjourn the meeting. Meeting adjourned at 10:45AM.

A handwritten signature in black ink, appearing to read 'T. Pettit', with a long horizontal flourish extending to the right.

**Taken by Taylor Pettit**

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

**ADJOURNMENT**