



# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Michelle Kichline  
Kathi Cozzone  
Terence Farrell

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

April 6, 2017

**1. CALL MEETING TO ORDER**

The public meeting of the Chester County Board of Commissioners was called to order at 10:00 a.m. on April 6, 2017 in the Commissioners' Boardroom by Vice Chairman of the Board of Commissioners Kathi Cozzone. Commissioner Terence Farrell was also present. Chairman Michelle Kichline was absent.

**CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

Vice Chairman Cozzone asked Deputy Solicitor Kristen Mayock to lead the Pledge.

**PLEDGE OF ALLEGIANCE**

**3. ANNOUNCEMENTS**

Vice Chairman Cozzone announced that the Board of Commissioners met in Executive Session on Tuesday, April 4, 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 voted to accept the minutes from the March 22, 2017 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 Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners awarded the following bids:

**Bid Awards**

**Pocopson Home Restroom Renovations – General Contractor,  
Bid #357702-1276E:**

BSS Contractors, LLC \$ 419,000.00

**Pocopson Home Restroom Renovations – Plumbing/Fire Protection,  
Bid #357702-1277E:**

Cooks Service Company, Inc. \$ 161,934.00

**Pocopson Home Restroom Renovations – Electrical,  
Bid #357702-1278E:**

CMSE Electric, Inc. \$ 77,367.00

**Pocopson Home Restroom Renovations – Mechanical (HVAC),  
Bid #357702-1279E:**

Cooks Service Co., Inc. \$ 22,400.00

**Roof Replacement, Phase III at the Chester County Prison,  
Bid #357703-1281E:**

Pro Com Roofing Corporation \$ 368,000.00

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| 7.  | <b>NEW BUSINESS</b>  | <b>NEW BUSINESS</b>   |
|     | <p><b>a. <u>Resolution 10-17</u></b><br/> Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners approved Resolution 10-17 authorizing signature authority and approving supplemental reimbursement agreement for the Creek Road Bridge (#175).</p> <p><b>b. <u>Resolution 11-17</u></b><br/> Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners approved Resolution 11-17 non-federal aid bridge project reimbursement agreement and authorizing signature authority for the Spring City Road Bridge (#205).</p> <p><b>c. <u>Resolution 12-17</u></b><br/> Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners approved Resolution 12-17 Supplement E of Non-Federal-Aid Bridge Project Reimbursement Agreement and authorizing signature authority for the Valley Road Bridge (#248).</p> <p><b>d. <u>Contracts</u></b><br/> Commissioner Farrell made a Motion, which was Seconded by Commissioner Cozzone, to approve the Contracts Agenda. The Board voted to approve the Contracts Agenda.</p> <p><b>e. <u>Grants</u></b><br/> Commissioner Cozzone made a Motion, which was Seconded by Commissioner Farrell, to approve the Grants Agenda. The Board voted to approve the Grants Agenda.</p> | <p><b>Resolution 10-17</b></p> <p><b>Resolution 11-17</b></p> <p><b>Resolution 12-17</b></p> <p><b>Contracts</b></p> <p><b>Grants</b></p> |
| 8.  | <p><b>PERSONNEL MATTERS</b><br/> <u>Human Resources Agenda</u><br/> Commissioner Farrell made a Motion to approve the Human Resources Agenda. Following a Second of the Motion by Commissioner Cozzone, the Board voted to approve the Human Resources Agenda.</p>   | <b>PERSONNEL</b>  |
| 9.  | <p><b>FINANCIAL MATTERS</b><br/> <u>Finance Agenda</u><br/> Commissioner Farrell made a Motion to approve the Finance Agenda. Following a Second of the Motion by Commissioner Cozzone, the Board voted to approve the following:</p> <ul style="list-style-type: none"> <li>➤ Budget Change 06-17</li> <li>➤ Vouchers as submitted by the Controller</li> </ul>   | <b>FINANCE</b>  |
| 10. | <p><b>PUBLIC COMMENT</b><br/> There were no comments from the public.</p>  | <b>PUBLIC COMMENT</b>   |
| 11. | <p><b>ADJOURNMENT</b><br/> The Meeting was adjourned at 10:06 a.m. following a Motion made by Commissioner Farrell and Seconded by Commissioner Cozzone.</p>   | <b>ADJOURNMENT</b>  |

  
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Chief Clerk