



# THE COUNTY OF CHESTER



COMMISSIONERS  
Michelle Kichline  
Kathi Cozzone  
Terence Farrell

OFFICE OF THE COMMISSIONERS  
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## COMMISSIONERS' MEETING MINUTES

October 18, 2017

### 1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 11:03 a.m. on October 18, 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 Prothonotary Matthew Holliday to lead the Pledge.

PLEDGE OF ALLEGIANCE

### 3. ANNOUNCEMENTS

The Agricultural Development Council 2017 Awards were presented by Hillary Krummrich, Director of the Chester County Agricultural Development Council. The award for Farmer of the Year went to Donald Cairns, and the Distinguished Service award went to Deb Ellis.

ANNOUNCEMENTS

Chairman Michelle Kichline announced that the Board of Commissioners met in Executive Session on Tuesday, October 17, 2017 to discuss personnel and legal matters.

### 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 October 3, 2017 Commissioners' meeting.

MINUTES APPROVED

### 5. PUBLIC COMMENT ON AGENDA

There were no comments from the public.

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:

#### Paving at Hibernia County Park, Bid #357707-1290E:

United Tectonics Corporation, Inc. \$ 219,814.40  
d/b/a Unitex

#### Coffee Products for Pocopson Home, Bid #501710-1297A:

Interstate Gourmet Coffee Roasters, Inc. \$ 39,422.04

#### Ice Cream Products for Pocopson Home, Bid #501710-1298A:

Simco Logistics, Inc. DBA Jack & Jill Ice Cream \$ 36,878.70

OLD BUSINESS Bid Award

### 7. NEW BUSINESS

#### a. Agreement

Following a Motion made by Commissioner Farrell, which was Seconded by Commissioner Cozzone, the Board of Commissioners unanimously ratified an agreement to establish a "Sister" Municipalities Relationship between Funan County, Anhui Province, PRC and Chester County, Commonwealth of Pennsylvania, USA.

NEW BUSINESS Agreement

#### b. Resolution #42-17

Following a Motion made by Commissioner Cozzone, which was Seconded by Commissioner Farrell, the Board of Commissioners unanimously approved Resolution #42-17 authorizing the donation of Department of Emergency Services' Fire Truck to Schuylkill Historical Fire Society.

Resolution #42-17

**c. 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.

**Contracts**

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

- Budget Change 14-17
- New private room rates for Pocopson Home
- 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 11:21 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