



# THE COUNTY OF CHESTER



**COMMISSIONERS**  
Michelle Kichline  
Kathi Cozzone  
Terence Farrell

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

November 29, 2018

**1. CALL MEETING TO ORDER**

The public meeting of the Chester County Board of Commissioners was called to order at 10:03 AM on November 29, 2018 in the Commissioners' Boardroom by Chairman of the Board of Commissioners Michelle Kichline. Commissioners Kathi Cozzone and Terence Farrell were also present.

**CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

Chairman Kichline asked intern Holly Schanck to lead the Pledge.

**PLEDGE OF ALLEGIANCE**

**3. ANNOUNCEMENTS**

Chairman Kichline announced that the Board of Commissioners met in Executive Session on Tuesday, November 27, 2018 to discuss personnel and legal matters.

**ANNOUNCEMENTS**

**4. MINUTES OF PREVIOUS MEETING**

Commissioner Farrell made a motion to approve the minutes from the last meeting on November 14, 2018. Commissioner Cozzone seconded the motion. Motion carried to approve the minutes from the November 14, 2018 Commissioners' meeting.

**MINUTES APPROVED**

**5. PUBLIC COMMENT ON AGENDA**

There were no comments from the public on the agenda.

**PUBLIC COMMENT**

**6. OLD BUSINESS**

**OLD BUSINESS**

**a. Resolution 40-18**

**Resolution**

Commissioner Cozzone made a motion to approve Resolution 40-18 authorizing the appointment of Kara C. Rahn as Chief Clerk and Robert J. Kagel as Acting Chief Clerk. Commissioner Farrell seconded the motion. Motion carried to approve Resolution 40-18.

**b-i. Intermunicipal Agreements**

**Intermunicipal Agreements**

Commissioner Farrell made a motion to approve the Intermunicipal Agreements between the County of Chester and the Borough of Malvern, East Goshen Township, the Borough of Downingtown, the Borough of South Coatesville, Upper Uwchlan Township, West Brandywine Township, East Fallowfield Township and the Borough of Phoenixville to provide processing and marketing services for recyclable materials generated by municipal recycling programs. Commissioner Cozzone seconded the motion. Motion carried to approve all eight Intermunicipal Agreements.

**j. Authorities, Boards and Commissions**

**Authorities, Boards  
and Commissions**

Commissioner Cozzone made a motion to approve the following appointment and reappointments:

**Chester County Agricultural Development Council**

Appoint Aimee Bowers for a term ending December 31, 2021

**Chester County Conference and Visitors Bureau**

Reappoint Scott Huston for a term ending December 31, 2021

Reappoint Mark Hamilton for a term ending December 31, 2021

Reappoint Rosie Silva for a term ending December 31, 2021

**Chester County Conservation District**

Reappoint John A. Arrell for a term ending December 31, 2022

Reappoint Thomas Brosius for a term ending December 31, 2022

Commissioner Farrell seconded the motion. Motion carried to approve the proposed appointment and reappointments.

**k. Contracts**

**Contracts**

Commissioner Cozzone made a motion to approve the Contracts Agenda. Commissioner Farrell seconded the motion. Motion carried to approve the Contracts Agenda.

**l. Grants**

**Grants**

Commissioner Farrell made a motion to approve the Grants Agenda. Commissioner Cozzone seconded the motion. Motion carried to approve the Grants Agenda.

**8. PERSONNEL MATTERS**

**PERSONNEL**

**a. Human Resources Agenda**

Chairman Kichline made a motion to approve the Human Resources Agenda. Commissioner Farrell seconded the motion. Motion carried to approve the Human Resources Agenda.

**9. FINANCIAL MATTERS**

**FINANCE**

**a. Finance Agenda**

Chairman Kichline made a motion to approve the Finance Agenda. Commissioner Cozzone seconded the motion. Motion carried to approve the Finance Agenda with the following items:

- Budget Change 20-18
- Vouchers as submitted by the Controller

**10. PUBLIC COMMENT**

**PUBLIC  
COMMENT**

There was no public comment.

**11. ADJOURNMENT**

**ADJOURNMENT**

The meeting was adjourned following a motion made by Commissioner Cozzone which was seconded by Commissioner Farrell. Motion carried to adjourn the meeting. Meeting adjourned at 10:08 AM.



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**Taken by Paige Fenimore  
On behalf of Acting Chief Clerk Robert J. Kagel**