



**COMMISSIONERS**  
Josh Maxwell  
Marian D. Moskowitz  
Eric M. Roe

**County of Chester**  
313 West Market Street  
Suite 6202  
West Chester, PA 19382  
(610) 344-6100

## **BOARD OF COMMISSIONERS MEETING MINUTES**

**December 17, 2025**

### **1. CALL MEETING TO ORDER**

The public meeting of the Chester County Board of Commissioners was called to order at 9:02 AM on Wednesday, December 17th, 2025 in the Commissioners' Boardroom by the Chair of the Board of Commissioners, Josh Maxwell. Commissioner Marian Moskowitz and Commissioner Eric Roe were also present.

### **CALL TO ORDER**

### **2. PLEDGE OF ALLEGIANCE**

Chair Maxwell asked Joyce Chester, CEO of the Friends Association for the Care & Protection of Children, to lead the Pledge of Allegiance.

### **PLEDGE OF ALLEGIANCE**

### **3. ANNOUNCEMENTS**

Commissioner Moskowitz read a proclamation recognizing National Homeless Person's Memorial Day, which was accepted by Rob Henry, Administrator of the Chester County Partnership to End Homelessness.

### **ANNOUNCEMENTS**

Chair Maxwell announced that the Board met in Executive Session on Wednesday, November 19, 2025, and Monday, December 15, 2025 to discuss personnel and legal matters.

### **4. PUBLIC COMMENT ON AGENDA**

There was no public comment on agenda items.

### **PUBLIC COMMENT**

### **5. ADOPTION OF AGENDA**

Commissioner Moskowitz made a motion to adopt the December 17, 2025 Commissioners' Meeting agenda. Commissioner Roe seconded the motion. All were in favor; motion carried to adopt the December 17, 2025 Commissioners' Meeting agenda.

### **ADOPTION OF AGENDA**

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

### **CONSENT AGENDA**

**a. Minutes of the November 19, 2025 Meeting**

### **Approval of Minutes**

**b. Board Appointments**

### **ABCs**

Approved appointments can be found attached to the corresponding meeting agenda.

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| <p>c. <b><u>Employee Handbook Changes</u></b><br/>         Approved revisions to the Floating Holidays Policy 40301.2 can be found attached to the corresponding meeting agenda.</p>                                                                                                      | <p><b>Employee Handbook Changes</b></p>   |
| <p>d. <b><u>Chester County Refuse Authority Disposal Capacity Agreement</u></b><br/>         Agreement between the County of Chester and the Southeastern Chester County Refuse Authority regarding municipal waste disposal for Chester County.</p>                                      | <p><b>Disposal Capacity Agreement</b></p> |
| <p>e. <b><u>Solid Waste Authority Disposal Capacity Agreement</u></b><br/>         Agreement between the County of Chester and the Chester County Solid Waste Authority regarding municipal waste disposal for Chester County.</p>                                                        | <p><b>Disposal Capacity Agreement</b></p> |
| <p>f. <b><u>Resolution BOC-81-25</u></b><br/>         Resolution of the Chester County Commissioners approving the Chester County Industrial Development Authority application / project on behalf of David E. and Elizabeth S. Stoltzfus.</p>                                            | <p><b>Resolution BOC-81-25</b></p>        |
| <p>g. <b><u>Resolution BOC-82-25</u></b><br/>         Resolution of the Chester County Commissioners approving the Chester County Industrial Development Authority application / project on behalf of Jesse L. and Naomi S. Stoltzfus.</p>                                                | <p><b>Resolution BOC-82-25</b></p>        |
| <p>h. <b><u>Resolution BOC-83-25</u></b><br/>         Resolution of the Chester County Commissioners authorizing signature authority to the Director of the Department of Facilities to award a bridge engineering and design contract related to County Bridge No. 278.</p>              | <p><b>Resolution BOC-83-25</b></p>        |
| <p>i. <b><u>Resolution BOC-84-25</u></b><br/>         Resolution of the Chester County Commissioners authorizing signature authority to the Director of the Department of Facilities to electronically execute an engineering and design supplement related to County Bridge No. 92.</p>  | <p><b>Resolution BOC-84-25</b></p>        |
| <p>j. <b><u>Resolution BOC-85-25</u></b><br/>         Resolution of the Chester County Commissioners authorizing signature authority and approving the submission of a grant application by the Chester County Water Resources Authority to the Commonwealth of Pennsylvania account.</p> | <p><b>Resolution BOC-85-25</b></p>        |
| <p>k. <b><u>Resolution BOC-86-25</u></b><br/>         Resolution of the Chester County Commissioners authorizing designated officers and employees to open and close bank accounts and delegate authority to open and close accounts.</p>                                                 | <p><b>Resolution BOC-86-25</b></p>        |
| <p>l. <b><u>Contracts</u></b><br/>         Contracts approved as part of the Consent Agenda can be found noted in red on the Contracts Agenda that corresponds with this meeting date and packet.</p>                                                                                     | <p><b>Contracts</b></p>                   |

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| <p><b>m. Grants</b><br/>Grants approved as part of the Consent Agenda can be found noted in red on the Grants Agenda that corresponds with this meeting date and packet.</p>                                                                                                                                                                                           | <p><b>Grants</b></p>                                           |
| <p><b>n. <u>HR Agenda</u></b><br/>Hires and rehires<br/>Promotions<br/>Ends of employment<br/>Retirements</p>                                                                                                                                                                                                                                                          | <p><b>HR Agenda</b></p>                                        |
| <p><b>o. Budget Change 19-25</b></p>                                                                                                                                                                                                                                                                                                                                   | <p><b>Budget Change 19-25</b></p>                              |
| <p><b>p. Vouchers as submitted by Controller</b></p>                                                                                                                                                                                                                                                                                                                   | <p><b>Vouchers</b></p>                                         |
| <p><b>7. OLD BUSINESS</b></p>                                                                                                                                                                                                                                                                                                                                          | <p><b>OLD BUSINESS</b></p>                                     |
| <p><b>a. <u>Approval of 2026 Budget</u></b><br/>Commissioner Moskowitz made a motion to approve the proposed 2026 budget in the amount of \$778,632,816. Commissioner Roe seconded the motion. All were in favor; motion carried to approve the proposed 2026 budget of \$778,632,816.</p>                                                                             | <p><b>Approval of 2026 Budget</b></p>                          |
| <p><b>8. NEW BUSINESS</b></p>                                                                                                                                                                                                                                                                                                                                          | <p><b>NEW BUSINESS</b></p>                                     |
| <p><b>a. <u>Appointment of Human Relation Commission Members</u></b><br/>Commissioner Moskowitz made a motion to approve the proposed list of members for the Human Relations Commission. Chair Maxwell seconded the motion. A vote was conducted; motion carried 2-to-1 to approve the proposed list of members to the Chester County Human Relations Commission.</p> | <p><b>Appointment of Human Relation Commission Members</b></p> |
| <p><b>b. <u>Contracts</u></b><br/>Commissioner Roe made a motion to approve the Contracts Agenda. Commissioner Moskowitz seconded the motion. Motion carried to approve the Contracts Agenda.</p>                                                                                                                                                                      | <p><b>Contracts</b></p>                                        |
| <p><b>c. <u>Grants</u></b><br/>Commissioner Moskowitz made a motion to approve the Grants Agenda. Commissioner Roe seconded the motion. Motion carried to approve the Grants Agenda.</p>                                                                                                                                                                               | <p><b>Grants</b></p>                                           |
| <p><b>9. COMMISSIONER REPORTS</b><br/>Commissioner Roe and Commissioner Moskowitz wished everyone happy holidays.</p>                                                                                                                                                                                                                                                  | <p><b>COMMISSIONER REPORTS</b></p>                             |
| <p><b>10. PUBLIC COMMENT</b><br/>Joyce Chester thanked the Board for their support of efforts to reduce homelessness in Chester County.</p> <p>There was no further public comment.</p>                                                                                                                                                                                | <p><b>PUBLIC COMMENT</b></p>                                   |

## **11. ADJOURNMENT**

The meeting was adjourned following a motion made by Commissioner Roe, which was seconded by Commissioner Moskowitz. Motion carried to adjourn the meeting. Meeting adjourned at 9:33 AM.

A handwritten signature in black ink, appearing to read 'T. Pettit', with a stylized flourish at the end.

**Taken by Taylor Pettit**

**On behalf of Chief Clerk David A. Byerman**

## **ADJOURNMENT**