



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

April 29, 2026

1. CALL MEETING TO ORDER

The public meeting of the Chester County Board of Commissioners was called to order at 10:01 AM on Wednesday, April 29th, 2026 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 Jennifer Green, Director of Education for the Chester County History Center, to lead the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Commissioner Roe read a proclamation recognizing Earth Month, which was accepted by Kate Hutelmyer, Water Resources Planner for the Chester County Water Resources Authority, Carrie Avery, First Deputy in the Clerk of Courts Office, and Rachael Griffith, Sustainability Director for the Chester County Planning Commission.

ANNOUNCEMENTS

Chair Maxwell read a proclamation recognizing Community Development Week, which was accepted by Dolores Colligan, Director of the Department of Community Development, Jeff Spencer, Executive Director of the Housing Partnership of Chester County, and Steven Wayock, Director of Programs for the Housing Partnership of Chester County.

Commissioner Moskowitz read a proclamation recognizing National Travel and Tourism Week, which was accepted by Susan Hamley, Executive Director for Chester County Tourism, Nick D'Addezio, Chairman of Chester County Tourism's Board of Directors and Vice President of Marketing at Longwood Gardens, Randell Spackman, President of Chadds Ford Historical Society, and Jennifer Green, Director of Education at the Chester County History Center.

Chair Maxwell announced that the Board met in Executive Session on Wednesday, April 8, 2026, Thursday, April 16, 2026, and Monday, April 27, 2026, to discuss personnel and legal matters.

4. PUBLIC COMMENT ON AGENDA

Mary Bush asked the Board to consider the creation of a grievance committee in relation to the investigation of contracts and grants executed by the County.

There was no further public comment on agenda items.

5. ADOPTION OF AGENDA

Commissioner Moskowitz made a motion to adopt the April 29, 2026 Commissioners' Meeting agenda. Commissioner Roe seconded the motion. All were in favor; motion carried to adopt the April 29, 2026 Commissioners' Meeting agenda.

6. DEPARTMENTAL SPOTLIGHT

a. Chester County Planning Commission

Matt Edmond, Executive Director, provided an overview of the services offered by the Chester County Planning Commission.

- 7. 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:

a. Minutes of the April 8, 2026 Meeting

b. Bid Awards:

- **Paper Products in the amount of \$739,641.40**
- **Flooring Replacement at Pocopson Home 2026 in the amount of \$267,000.00**

Additional details can be found in the Bid Award attachment that corresponds with this meeting date and packet.

c. Memorandum of Understanding

Memorandum of Understanding between the County of Chester, the Chester County Workforce Development Board, and the PA CareerLink.

d. Signatory Authorization Form

Signatory Authorization Form designating signature authority to the Director of the Chester County Workforce Development Board to execute a Workforce Innovation and Opportunity Act grant.

e. Resolution BOC-20-26

Resolution of the Chester County Commissioners approving the Industrial Development Authority's application/ project on behalf of Steven D. and Cassandra L. Zook and Mapletown Farm, LLC.

PUBLIC COMMENT

ADOPTION OF AGENDA

Departmental Spotlight

CONSENT AGENDA

Approval of Minutes

Bid Awards

Memorandum of Understanding

Signatory Authorization Form

Resolution BOC-20-26

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| f. <u>Resolution BOC-21-26</u>
Resolution of the Chester County Commissioners authorizing signature authority to the Director of the Department of Facilities to approve an engineering and design services supplement related to County Bridge No. 38. | Resolution BOC-21-26 |
| g. <u>Resolution BOC-22-26</u>
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. 318. | Resolution BOC-22-26 |
| h. <u>Resolution BOC-23-26</u>
Resolution of the Chester County Commissioners authorizing the adoption of the Chester County Title VI Plan. | Resolution BOC-23-26 |
| i. <u>Resolution BOC-24-26</u>
Resolution of the Chester County Commissioners approving an amendment to Federal Aid Reimbursement Grant Agreement and authorizing signature authority related to electric vehicle charging stations. | Resolution BOC-24-26 |
| j. <u>Resolution BOC-25-26</u>
Resolution of the Chester County Commissioners authorizing signature authority to the Director of the Department of Facilities to approve a bridge construction inspection supplement as related to County Bridge No. 205. | Resolution BOC-25-26 |
| k. <u>Resolution BOC-26-26</u>
Resolution of the Chester County Commissioners authorizing the increase of fees for services, examinations, and reports from the Chester County Coroner's Office. | Resolution BOC-26-26 |
| l. <u>Contracts</u>
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. | Contracts |
| m. <u>Grants</u>
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. | Grants |
| n. <u>HR Agenda</u>
Hires and rehires
Transfers
Promotions
Ends of employment
Retirements | HR Agenda |
| o. <u>Budget Change 26-25</u> | Budget Change 26-25 |
| p. <u>Budget Change 08-26</u> | Budget Change 08-26 |

q. Vouchers as submitted by Controller

Vouchers

8. OLD BUSINESS

OLD BUSINESS

There were no items of old business.

9. NEW BUSINESS

NEW BUSINESS

a. Resolution BOC-19-26

Resolution BOC-19-26

Commissioner Roe made a motion to approve Resolution BOC-19-26 approving the Uwchlan Township Industrial Development Authority's application/ project on behalf of / for the benefit of University Student Housing, LLC. Chair Maxwell seconded the motion. A vote was conducted; motion carried 2-0-1 to approve Resolution BOC-19-26.

b. Contracts

Contracts

Commissioner Moskowitz made a motion to approve the Contracts Agenda. Commissioner Roe seconded the motion. Motion carried to approve the Contracts Agenda.

c. Grants

Grants

Commissioner Roe made a motion to approve the Grants Agenda. Commissioner Moskowitz seconded the motion. Motion carried to approve the Grants Agenda.

10. COMMISSIONER REPORTS

COMMISSIONER REPORTS

Commissioner Roe reported next week as National Correction Officer Week, thanking all of the employees at Chester County Prison and the Youth Center.

Chair Maxwell reported that the next Commissioners' Meeting on May 13, 2026 will honor Law Enforcement Officers and encouraged the public to attend.

There were no additional Commissioner reports.

11. PUBLIC COMMENT

PUBLIC COMMENT

Mary Bush expressed concerns about the current procedures of the Chester County Aging Department.

Richard Glunk expressed concerns about a horse farm that is scheduled to be condemned by Willistown Township.

There was no further public comment.

12. ADJOURNMENT

ADJOURNMENT

The meeting was adjourned following a motion made by Commissioner Moskowitz, which was seconded by Commissioner Roe. Motion carried to adjourn the meeting. Meeting adjourned at 10:58 AM.



Taken by Taylor Pettit

On behalf of Chief Clerk Erik T. Walschburger

