



Livia Smith, Chair

Portia West, Vice Chair

Joan Neal, Secretary

William Riley, Treasurer

John Shelton, Board Member

Joseph Oxman, Solicitor

Dr. Horace Strand, Executive Manager

MINUTES
Board of Director
STORMWATER AUTHORITY OF THE CITY OF CHESTER
April 10, 2018

The Board of Directors of the Stormwater Authority of the City of Chester met at Chester City Hall Council's Chambers, 1 East 4th Street, Chester, PA 19013, on Tuesday, April 10, 2018. Prior to this meeting, Livia Smith (Chair) called for an Executive Session for the Board of Directors.

The following persons were present: Dr. Horace Strand, Executive Manager; Livia Smith, Chair; Portia West, Vice Chair; Joan Neal, Secretary; William Riley, Treasurer, John Shelton, Board Member, and Joseph Oxman, Solicitor.

Call to Order

Chair, Livia Smith called the Public Board Meeting to order at 10:25 a.m., asked that Executive Secretary of Stormwater Authority provide verification of published meeting to the Solicitor, Joseph Oxman. Verification was provided and confirmed by Solicitor.

Role Call of the Board

John Shelton (Board Member), William Riley (Treasurer), Livia Smith (Chair), Portia West (Vice Chair), Joan Neal (Secretary).

Prayer/Pledge of Allegiance

All those in attendance stood for prayer and Pledge of Allegiance.

Public Comments on Agenda Items Only

None.

Action Items from Executive Session

None.

Motion for Approval of Minutes of February 13, 2018 Meeting

Mr. William Riley made a motion that the minutes of the February 13, 2018 meeting minutes be approved. Ms. Joan Neal seconded the motion.

Voice Vote of Approval of Minutes of February 13, 2018 Meeting

All in favor and motioned passed

Motion for Approval of Report of Current and Most Recent Expenditures

Mr. William Riley made a motion for the approval of the current and most recent expenditures. Ms. Joan Neal seconded the motion.

Poll of the Board for the Motion for Approval of Current and Most Recent Expenditures

Motion carried unanimously.

Solicitor's Report

Solicitor, Joseph Oxman, stated that at the hearing in the Court of Common Pleas on March 12th, there were several witnesses that testified including Dr. Strand, and several Plaintiffs, as well as Michael DiSantis, Chief of Maintenance from Delcora, as well as trial depositions were taken of Howard Neukrug, who is an expert witness on behalf of the Chester Stormwater Authority, who testified that all of the fees that will be collected by the Stormwater Authority are reasonably related to storm water projects; as well as Ronald Geiger, who testified related to the methodology of calculating the fee structure.

Final briefs are due this Friday, April 13th, after that the Court will rule on the Complaints for Injunctive Relief and Equity. I feel very confident the Stormwater Authority will prevail, however, I feel that there is a strong possibility that one or many of the other Plaintiffs will appeal the ruling of the Court to the Commonwealth Court which will be the next level of the appeal, and the Stormwater Authority should prepare for that.

Executive Manager's Report by Dr. Horace Strand

Since our last meeting, most of our time has been devoted to preparing for the March 2, 2018 court hearing and working with Minol to work out the kinks of our new billing system.

We have also been answering many calls from concerned residents and businesses concerning the fee system; and have found that most of our callers are very supportive of what we are doing once they fully understood what the Stormwater Authority has been established to do.

We have handled and settled many appeal requests that relate to properties that were vacant lots that are fully pervious. All the lots that were reviewed, have won their appeals and were put on a "No Billing" list. Rather than have a hearing, we were able to do this by using Google mapping.

We are also working with Kimberly Clark to review their stormwater control system, in an effort to give them credit for the work that was done on their property as it relates to stormwater control. This will more than likely reduce their ERUs (Equivalent Residential Units), and their fees will be lowered once the investigation is completed.

ERU reductions were also given to Chester Rural Cemetery, which resulted in a lowering of their stormwater fees as well, based upon their large pervious surfaces.

Revenues from the fee system are doing quite well, each month we see a substantial increase in fees being paid and based on the trend that we have seen thus far, we anticipate a large percentage of these fees being paid on a regular basis on time.

Lastly, the visit to Prince George's County was a tremendous help to myself and our Board. This trip was fully paid for by the Chester Water Authority. Robert Judge, Executive Director of the Chester Water Authority also attended, and we learned a lot about what other communities are doing, specifically Prince George's County, to handle their Stormwater Authority run-off issues.

Unfinished Business

None.

Board Matters

None.

New Business

Approval of hiring of Melanie Baldwin, CFO – starting salary \$75, 000 plus benefits. We have reviewed Ms. Baldwin's resume and we have seen what her expertise' are in the area of financing and for grant writing. It will be a tremendous asset to us to have a CFO who can help us do the work that we are trying to do in the City of Chester.

And added plus to Ms. Baldwin is that she has grant expertise.

Motion to Approve the Hiring of Melanie Baldwin, CFO

Ms. Joan Neal made a motion to approve the hiring of Melanie Baldwin, CFO at a starting salary of \$75,000 with benefits. Mr. John Shelton seconded the motion.

Poll of the Board on the Approval of Hiring Melanie Baldwin, CFO – starting salary \$75,000 plus benefits

Motion carried unanimously.

Motion for \$1,500 grant towards clean-up of debris in Sun Village Park done by Bonnie's Community and Development Corporation

Mr. William Riley made a motion to approve the grant towards clean-up of debris in Sun Village at Bonnie's Community and Development Corporation. Ms. Joan Neal seconded the motion.

Poll of the Board on the Approval of \$1,500 grant towards clean-up of debris in Sun Village Park done by Bonnie's Community and Development Corporation

Motion carried unanimously.

Public Comments on Other Matters

David Prendergast – 228 East Parkway Street, Chester. I have two issues. First, the bill doesn't appear to be right. It seems like they doubled my bill and are billing me more frequently.

Second, the report on Current and Most Recent Expenditures, is that available to the public? Does that include salaries as well?

George Thompson – 220 West 15th Street, Chester. I have two additional properties, one at Butler Street and the other at Rural Avenue. Mr. Thompson stated that it is very hard to get in touch with anyone from Minol.

Mr. Thompson stated that he has multiple properties in the City and has a concern that it appears that residents are being billed according to the size of the property. Why is it that 15th Street and Butler Street bills are matching and Rural does not; it's a few dollars more.

Delores Shelton- 138 East 18th Street, Chester. First, thanked the Authority for doing a good job. Stated that she knows that it is difficult when you are starting something brand new, and it affects the entire City.

Mrs. Shelton indicated that she was not particularly happy with the billing company (Minol), but you we have made things clearer and she thanked us for doing so. She also indicated that she received a double bill yesterday. She wanted to know if the billing is going to be \$99.00 for the year, and in 2019 will it be possible to pay it all at once, or make two payments of

\$44.50 equal to \$99.00 for the year? Would that be an option to residents to pay monthly or bi-monthly or pay all at once?

Susan Dennis – 218 Arbor Circle, Chester, PA. Is there a way we can get a bill explanation sheet inside of the bills that would give people a better understanding of the billing format? This is just a suggestion to the Minol company.

One other suggestion was that when we have Board meetings, maybe we can have a chart at the meeting which explains each section. Maybe a flyer could be handed out with an explanation on the billing.

Motion to Adjourn

There being no further business, Livia Smith asked for a motion to adjourn the meeting at 11:01 a.m.

Mr. William Riley made a motion to adjourn the meeting. Mr. John Shelton seconded.

All in favor. Motion carried unanimously.