



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

**Stormwater Authority of the City of Chester
Board Meeting June 11, 2019 - 10:00 a.m.
Chester City Hall Council Chambers
1 E. 4th Street, Chester, PA 19013**

Agenda

- Executive Session
- Meeting Call to Order
- Verification of Published Meeting
- Roll Call
- Prayer/Pledge of Allegiance
- Public Comments on Agenda Items Only
- Action Items from Executive Session

- Approval of Minutes of April 9, 2019
- Approval of Report of Current and Most Recent Expenditures
- Approval of Amendment to Current Bylaws
- Approval of Stormwater Authority Employee Handbook
- Approval of roof repair on 29 East 5th Street, Chester, PA.
- Solicitor's Report
- Executive Manager's Report
- Unfinished Business
- Board Matters
- New Business
- Public Comments on Other Matters
- Motion to Adjourn



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
June 11, 2019**

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, June 11, 2019.

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

Call to Order

Chair, Livia Smith stated that prior to the meeting there was no Executive Session held. M. Smith called the June 11, 2019 Stormwater Authority meeting to order at 10:07 a.m. The Executive Secretary of the Stormwater Authority provided verification of

publication of meeting. Verification of published meeting was confirmed, and notice was given to Joan Neal in Solicitor, Joseph Oxman's absence.

Roll Call of the Board

William Riley (Treasurer), Livia Smith (Chair), Portia West (Vice Chair), Joan Neal (Secretary). John Shelton (Board Member) and Joseph Oxman, Solicitor were not in attendance.

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.

Approval of Minutes of April 9, 2019 meeting

William Riley made a motion to approve the minutes of April 9, 2019. Ms. Joan Neal seconded.

Voice Vote of Approval of Minutes of April 9, 2019

All in favor and motioned carried.

Approval of Report of Current and Most Recent Expenditures

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

Poll Vote on Motion for Approval of Current and Most Recent Expenditures

All in favor except for Joan Neal who abstained. Motion carried.

Approval of Amendments to Current By-laws

Mr. William Riley made a motion to approve the amendments to current by-laws. Ms. Joan Neal seconded.

Poll Vote on Motion for Approval of Amendment of Current By-laws

All in favor. Motion carried unanimously.

Approval of Stormwater Authority Employee Handbook

Ms. Joan Neal made a motion to approve the Stormwater Authority Employee Handbook. Mr. William Riley seconded.

Poll Vote on Motion for Approval of Stormwater Authority Employee Handbook

All in favor. Motion carried unanimously.

Approval of Roof Repair on 29 East 5th Street, Chester, PA

Ms. Portia West made a motion to approve roof repair on 29 East 5th Street. Ms. Joan Neal seconded.

Poll Vote on Motion for Approval of Roof Repair on 29 East 5th Street

All in favor. Motion carried unanimously.

Solicitor's Report

Solicitor's report was read by Joan Neal in the absence of Solicitor, Joe Oxman.

Solicitor's Report - June 11, 2019

To the Board of Directors,

A new judge was assigned to the *Best Homes LLC v. The Chester Stormwater* litigation in April of this year. Judge John Whelan has taken over the litigation after Judge Angelos recused himself in March. At present, trial is set for September 9th through the 11th of this year.

Our collection law firm, Portnoff and Associates, is diligently compiling a list of all commercial and residential properties who have been delinquent in paying their Stormwater fees. At present, Portnoff is prepared to send out the initial notices to all delinquent property owners but, in the interest of caution, is going to wait to send out those notices until the court rules in September regarding Best Homes, LLC's Petition for Permanent Injunctive Relief and their Complaint in Equity.



Joseph Oxman, Esquire

As we prepare for trial, all board members and executive staff should be prepared to testify at trial in September. I will make arrangements to schedule any and all pre-trial preparation sessions.

Executive Manager's Report

EXECUTIVE MANAGER'S REPORT June 11, 2019

Since our last board meeting, we made settlement on our third project, which would enable us to repair the damaged inlets, as well as repair potholes that are caused by stormwater issues.

We have been actively working to maintain all inlets in the City. The two major water control projects have been completed at the Chester High field on 9th Street and Memorial Park at 7th and Engle. The Eyre Park Trail work will begin soon after school closes. This will ensure the work will not interfere with school operation. We are also planning to

continue working at Memorial Park to clean and repair a catch basin which has been the cause of a major portion of water sitting in the park doing major rains.

Our office has partnered with the Chester Shady Tree Commission to obtain funding to maintain our watersheds along Chester and Ridley Creek. They will also be using the funds to plant trees to reduce the impervious footing in our community. We have successfully completed the application to apply for \$300,000.00 towards this project.

In May 2019, we applied for another \$10,000,000.00 for our next major project. This project will allow us to separate a portion of the stormwater system from Delcora's combined system and disperse stormwater directly into Chester Creek.

Overall the collection of stormwater fees has been consistent, but we still have a small percentage who are behind in payments. We have engaged a law firm to assist us with collections.

The office received a call from Ms. Annie Jones who resides at 21 East 16th Street. Ms. Jones said she observed our stormwater workers, Brian Redd and Willie Thomas in her neighborhood and wanted to let us know the Stormwater Authority is doing an excellent job. She and her neighbors are very glad to see how we are cleaning the inlets around the city and taking more pride in the area.

Lastly, work on our new facility is going well. We hope to move in sometime after July.

Respectfully Submitted:



Dr. Horace W. Strand, Executive Manager

In addition to Dr. Strand's Executive Manager's report, he stated that the Stormwater Authority applied for a state grant in the amount of \$300,000.00; the paperwork has been completed. The Stormwater Authority has not yet been awarded the grant, however, there is hope that upon a successful award, these funds will be available to do the projects were spoken in reference too with the Shade Tree Commission.

Livia Smith presented a question regarding the collection fees. It was stated by Dr. Strand that the Stormwater Authority is going to pursue all legal guidelines to collect funds

and to make sure that residents are held accountable for the fees that are not being paid to the Stormwater Authority. Dr. Strand also stated that the work that the Stormwater Authority is doing is crucial to the community, and that by putting the stormwater fees into place, this is something that must be done although residents do not feel that there is a need for this.

Unfinished Business

None

Board Matters

None

New Business

None

Public Comments on Other Matters

None

Motion to Adjourn

There being no public comments, Livia Smith asked for a motion to adjourn the meeting at 10:19 a.m.

Mr. William Riley made a motion to adjourn the meeting. Ms. Portia West seconded.

All in favor. Motion carried unanimously.