



Livia Smith, Chair
Portia West, Vice Chair
Joan Neal, Secretary
William Riley, Treasurer
John Shelton, Board Member
Fred Green, Board Member
Joy Taylor, Board Member
Susan Dennis, Board Member
Elizabeth Williams, Board Member
Steven A. Hann, Esquire, Solicitor
Dr. Horace Strand, Executive Manager

MINUTES
Board of Directors
STORMWATER AUTHORITY
OF THE CITY OF CHESTER
February 13, 2024

The Board of Directors of the Stormwater Authority of the City of Chester held a Board meeting on Tuesday, February 13, 2024, at the Stormwater Authority office located at 29 East 5th Street, Chester, PA 19013.

Call to Order

Ms. Livia Smith called the meeting to order at 10:00 a.m. Ms. Smith asked the Executive Secretary (Vanessa Gosa) of the Stormwater Authority to provide verification of the published meeting.

Verification of Published Meeting

The Executive Secretary of the Stormwater Authority (Vanessa Gosa) stated that the verification of published meeting was forwarded via email to Solicitor, Steven Hann on Wednesday, January 31, 2024. Dr. Strand asked if Mr. Hann would confirm verification of the published meeting, and that he received same. Mr. Hann confirmed receipt.

Roll Call of the Board

The following people were present: Mr. Fred Green, Board Member; Mr. William Riley (Treasurer); Ms. Portia West, Vice Chair; Ms. Joan Neal, Secretary; Ms. Susan Dennis,

Board Member; Ms. Livia Smith, Chair. Mr. John Shelton, Board Member (absent); Ms. Elizabeth Williams, Board Member (absent); and Ms. Joy Taylor, Board Member (absent).

Prayer/Pledge of Allegiance

Prayer led by Dr. Horace Strand, Executive Manager. Pledge of Allegiance followed.

Public Comments on Agenda Items Only

None.

Approval of September 11, 2023 Special Board Meeting Minutes

Ms. Livia Smith asked that a motion be made to approve the September 11, 2023, Special Board Meeting minutes.

Mr. William Riley made a motion to approve the September 11, 2023, Special Board Meeting minutes. Ms. Portia West seconded.

Motion for Approval of the September 11, 2023 Special Board Meeting Minutes

Mr. Fred Green (Yes); Mr. William Riley (Yes); Ms. Portia West (Yes); Ms. Joan Neal (Yes); Ms. Susan Dennis (Abstained); and Ms. Livia Smith (Yes). Motion carried.

Approval of December 12, 2023 Board Meeting Minutes

Ms. Livia Smith asked that a motion be made to approve the December 12, 2023 minutes.

Mr. Fred Green made a motion to approve the December 12, 2023 minutes. Mr. William Riley seconded.

Motion for Approval of the December 12, 2023 Board Meeting Minutes

Mr. Fred Green (Yes); Mr. William Riley (Yes); Ms. Portia West (Yes); Ms. Joan Neal (Yes); Ms. Susan Dennis (Abstained); and Ms. Livia Smith (Yes). Motion carried.

Approval of Report of Current and Most Recent Expenditures

Ms. Livia Smith asked that a motion be made to approve the Report on Current and Most Recent Expenditures.

Mr. William Riley made a motion for approval of the Report on Current and Most Recent Expenditures. Ms. Portia West seconded.

Before moving on, Vanessa Gosa (Secretary for the Stormwater Authority of the City of Chester) asked that the record reflect that Elizabeth William (Board Member) is now for the meeting.

Motion for Approval of Report of Current and Most Recent Expenditures

Mr. Fred Green (Yes); Mr. William Riley (Yes); Ms. Portia West (Yes); Ms. Joan Neal (Yes); Ms. Susan Dennis (Yes); Elizabeth Williams (Yes); and Ms. Livia Smith (Yes).
Motion carried.

Again, before moving on, Vanessa Gosa (Secretary for the Stormwater Authority of the City of Chester) asked that the record reflect that Joy Taylor (Board Member) is now present for the meeting.

Approval of Resolution Adopting Amendment to Articles of Incorporation of the Stormwater Authority of the City of Chester

Ms. Livia Smith asked that a motion be made for the Approval of Resolution Adopting Amendment to Articles of Incorporation of the Stormwater Authority of the City of Chester.

Ms. Joan Neal made a motion for Approval of Resolution Adopting Amendment to Articles of Incorporation of the Stormwater Authority of the City of Chester. Mr. William Riley seconded.

Motion for Approval of Resolution Adopting Amendment to Articles of Incorporation of the Stormwater Authority of the City of Chester

Mr. Fred Green (Yes); Mr. William Riley (Yes); Ms. Portia West (Yes); Ms. Joan Neal (Yes); Ms. Susan Dennis (Yes); Joy Taylor (Yes); Elizabeth Williams (Yes); and Ms. Livia Smith (Yes). Motion carried.

Approval of the Right to Know Law Policy (RTKL)

Ms. Livia Smith asked that a motion be made for Approval of the Right to Know Law Policy.

Ms. Joan Neal made a motion for Approval of the Right to Know Law. Mr. William Riley seconded.

Livia Smith had one question in regard to Right to Know Law Policy as to the duty of Vanessa Gosa serving as the Open Records Officer. She mentioned that there should be an alternative person. Dr. Strand designated Bruce Conner as the alternative person. Steve Hann (Solicitor) stated that he will include Bruce Conner in the Right to Know Law Policy and send the Stormwater Authority a revised copy.

Motion for Approval of the Right to Know Law (RTKL) Policy With the Revised Changes

Mr. Fred Green (Yes); Mr. William Riley (Yes); Ms. Portia West (Yes); Ms. Joan Neal (Yes); Ms. Susan Dennis (Yes); Ms. Joy Taylor (Yes); Elizabeth Williams (Yes); and Ms. Livia Smith (Yes). Motion carried.

Solicitor's Report – February 13, 2024

TO THE BOARD OF DIRECTORS:

Since the last Board Meeting, the following draft documents have been prepared for Board consideration:

1. A Right-to-Know Law Policy.
2. An Amendment to the Authority's Bylaws.

Livia Smith asked if anyone had any questions for Solicitor, Steve Hann. Dr. Strand extended his thanks to the Solicitor for the work he has done.

Executive Manager's Report – February 13, 2024

Since the last meeting, challenges concerning the Veterans Memorial Park Project have been worked through. We are scheduled to break ground on March 18, 2024, at 11:00 a.m. There will be a reception following the groundbreaking at noon.

All laid-off employees have been called back, except two who have accepted jobs in other places of employment.

Livia Smith asked for a motion to accept the Executive Manager's report. Joan Neal made a motion to accept the Executive Manager's report. William Riley seconded.

Livia Smith thanked Dr. Strand for pursuing this long effort in order for the Stormwater Authority to get the Veterans Memorial Park project to completion so that we can start with the work on the flooding issues that are in that area.

Motion for Approval of Executive Manager's Report

Mr. Fred Green (Yes); Mr. William Riley (Yes); Ms. Portia West (Yes); Ms. Joan Neal (Yes); Ms. Susan Dennis (Yes); Joy Taylor (Yes); Elizabeth Williams (Yes); and Ms. Livia Smith (Yes). Motion carried.

Unfinished Business

None.

Board Matters

None. Livia Smith made an announcement that after the board meeting, they will be going into Executive Session to discuss some board matters.

New Business

None.

Public Comments on Other Matters

None.

Motion to Adjourn

Ms. Smith asked for a Motion to Adjourn the meeting. Ms. Portia West made a motion to adjourn. Mr. William Riley seconded. The meeting was adjourned at 10:18 a.m.

Next Board Meeting will be April 9, 2024