



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 April 9, 2019 - 10:00 a.m.  
Chester City Hall Council Chambers  
1 E. 4<sup>th</sup> 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 February 12, 2019
- Approval of Report of Current and Most Recent Expenditures
- Approval of Amendment to Current Bylaws
- Approval to Purchase 29 East 5<sup>th</sup> Street for sale price of \$158,000.00.
- Approval to Purchase 410 Welsh Street, Chester, PA for sale price of \$115,000.00.
- Solicitor's Report
- Executive Manager's Report
- Unfinished Business
- Board Matters
- New Business
- Public Comments on Other Matters



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## MINUTES

**Board of Director**  
**STORMWATER AUTHORITY OF THE CITY OF CHESTER**  
**April 9, 2019**

The Board of Directors of the Stormwater Authority of the City of Chester met at Chester City Hall Council's Chambers, 1 East 4<sup>th</sup> Street, Chester, PA 19013, on Tuesday, April 9, 2019. The Executive Secretary for the Stormwater Authority of the City of Chester made the announcement that prior to this meeting, there was an Executive Session held on March 20<sup>th</sup> as well as April 9, 2019.

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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. Joseph Oxman, Solicitor (absent)

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Call to Order

Chair, Livia Smith called the April 9, 2019 Stormwater Authority meeting to order at 10:05 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 Livia Smith, Chair in Solicitor, Joseph Oxman's absence.

Role Call of the Board

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

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

Livia Smith announced that on the agenda there is an Amendment for Current By-laws, that is being removed. It was discussed in the Executive Session that took place prior to today's board meeting. The By-laws will be removed from the agenda until the final printout is received.

Approval of Minutes of February 12, 2019 meeting

William Riley made a motion to approve the minutes February 12, 2019. Mr. John Shelton seconded.

Voice Vote of Approval of Minutes of February 12, 2019

All in favor and motioned carried.

Approval of Report of Current and Most Recent Expenditures

Mr. William Riley made a motion for the approval of current and most recent expenditures. Mr. John Shelton seconded.

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

All in favor. Motion carried unanimously.

Approval to Purchase 29 East 5<sup>th</sup> Street for Sale Price of \$158,000.00

Mr. William Riley made a motion to approve the purchase of 29 East 5<sup>th</sup> Street, Chester, PA for the sale price of \$158,000.00. Mr. John Shelton seconded.

Poll Vote on Motion for Approval to Purchase 29 East 5<sup>th</sup> Street for Sale Price of \$158,000.00

All in favor. Motion carried unanimously.

Approval to Purchase 410 Welsh Street, Chester, PA for Sale Price of \$115,000.00

Mr. William Riley made a motion to approve the purchase 410 Welsh Street, Chester, PA for the sale price of \$115, 000.00. Mr. John Shelton seconded.

Poll Vote on Motion for Approval to Purchase 410 Welsh Street for Sale Price of \$115,000.00

All in favor. Motion carried unanimously.

Solicitor's Report

It was stated by the Executive Secretary of the Stormwater Authority that no Solicitor's Report was submitted by Mr. Joseph Oxman. Therefore, none available.

Executive Manager's Report by Dr. Horace Strand – April 9, 2019

Since our last meeting, we have hired five new employees, 1 secretary and 4 stormwater laborers, and purchased two large trucks to increase our manpower on the streets. We currently have one certified inspector who inspects inlets on a daily basis, Monday through Friday. We have two crews cleaning inlets, and a foreman who is assisting the crews and training them as they go along.

We also are working with Delcora to monitor stormwater flow into inlets and any sewage issues that arise in our inspection. The working relationship is very good, and a quick response is given to all calls on both sides. This has eliminated unnecessary confusion for the residents who get first-hand information from either the Stormwater Authority or Delcora concerning any sewage or stormwater problems that may arise.

On 31 East 5<sup>th</sup> Street, all four contractors have signed contracts and applied for permits to begin the work on the building. Within the next two weeks, work should begin.

We anticipate settlement on our third phase project, Tranche 3 on April 16, 2019. This project will increase the number of inlets that will be repaired and catch basins that will be installed to reduce the amount of trash and debris that is going into our main sewer system.

We are now working with Corvias on Tranche 4 which will cover a large number of inlet repairs and additional catch basins to the inlets, focusing on inlets that are severely damaged and in immediate need of repair. Through our investigation of the number of inlets in the City, we have found numerous inlets that were not identified on previous maps, and believe that the number of inlets, once fully remapped, should exceed more than 1,900 inlets.

We are pleased with the work that our contractors are doing and their commitment to hire Chester residents. We are looking forward to meeting the needs of our community and provide services that our residents deserve.

This concludes my report.

**Dr. Horace W. Strand, Executive Manager**

Before going forward, Dr. Horace Strand asked that Bruce Conner, Office Manager, and who also oversees the Stormwater Authority employees, introduce the new employees who were hired since the last meeting. The new employees are Kenneth Thompson, Willie Thomas, Brian Redd, Darren Alston, and Rikkaya Dennis, Secretary.

Dr. Strand also made an announcement that as a result of his hard work and diligence, Frank Morgan was promoted to the position of Foreman.

Dr. Strand also made mention that the Stormwater Authority has been able to make the purchase of two large trucks to better serve the community and divide crews in different sections when needed. Also stated that the Authority is getting a lot of information from the

City engineer concerning inlets that are damaged and broken. We are dealing with the responsibility of having 200 inlets or more being identified as being in need of repair by our private contractors, but we are also getting emergency notification from our City engineers on a daily basis.

Dr. Strand emphasized that the Stormwater Authority is fortunate to receive funding and the ability to handle these issues. The Authority is getting ready to make settlement on Tranche 3, which is a plan to bring in more repairs to the inlets and too place catch basins, where it is needed to catch the debris, to keep it from going directly into the main sewage system.

Dr. Strand made mentioned that there is work that is going on at Chester High School field on 9<sup>th</sup> Street. There is also work going on at Memorial Park, green infrastructure remediation and flood control correction.

### Unfinished Business

None.

## Board Matters

None

## New Business

None.

## Public Comments on Other Matters

**Delores Shelton – 138 East 19<sup>th</sup> Street.** Ms. Shelton commended Dr. Strand and the Stormwater Authority on the work that they have been done. She stated that the Authority is moving in a positive direction and has been doing a good job since the very first meeting that she has attended.

**Susan Dennis – 218 Arbor Circle.** Wanted clarification on the two buildings that the Stormwater Authority is getting.

## Response to Ms. Dennis' question

Dr. Strand stated that the Stormwater Authority owns 31 East 5<sup>th</sup> Street, which will be the major headquarters. Residents of the City of Chester will be able to come to that building to make payments. The building next door, 29 East 5<sup>th</sup> Street which is not owned by the Stormwater Authority, could create a problem due to activities in that property that may not be conducive to senior citizens coming to pay their bills, so we were thinking about the safety and interest of our residents when they come to the Stormwater Authority, they will not have to contend with any of the activities next door to us that we would not have any control over.

The building on Welsh Street, we are anticipating growth in our numbers. We are planning in the near future to take on our own billing system, taking it out of Texas and bringing it back to our own city. We are planning for the future of the Stormwater Authority, so we need office space.

## Motion to Adjourn

There being no other public comments, Livia Smith asked for a motion to adjourn the meeting at 10:23 a.m.

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

All in favor. Motion carried unanimously.

- Motion to Adjourn