



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
Bruce Conner, Jr., Interim Executive Manager

SPECIAL BOARD MEETING MINUTES
Board of Directors
STORMWATER AUTHORITY
OF THE CITY OF CHESTER
December 23, 2024

The Board of Directors of the Stormwater Authority of the City of Chester held a Special Board meeting on Monday, December 23, 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 10:01 a.m. Ms. Smith asked the Executive Secretary (Vanessa Gosa) of the Stormwater Authority of the City of Chester if she had verification of the published meeting.

Verification of Published Meeting

Executive Secretary (Vanessa Gosa) stated that the notice of the published meeting appeared in the Delco Times on Friday, December 20, 2024, and verification of published meeting was forwarded via email to Solicitor, Steven Hann on that same date. Mr. Hann confirmed receipt.

Roll Call of the Board

The following people were present: Mr. John Shelton (Board Member); Ms. Joan Neal (Secretary); Ms. Elizabeth Williams (Board Member); Ms. Susan Dennis (Board Member);

Ms. Livia Smith (Chair); and Ms. Portia West (Vice Chair – present via telephone). Mr. William Riley (Treasurer); Ms. Joy Taylor (Board Member), and Mr. Fred Green were absent.

Prayer/Pledge of Allegiance

Prayer led by Livia Smith (Chair). Pledge of Allegiance followed.

Public Comments on Agenda Items Only

None.

Action Items

- a. Approval of Salary Adjustments
- b. Approval to Acquire Web Communications Development Consultant
- c. Approval to Acquire Public Relations Consultant

Approval of Salary Adjustments

Livia Smith (Chair) asked that a motion be made to approve the salary adjustments. Mr. John Shelton made a motion to approve the salary adjustments. Joan Neal seconded the motion.

Motion for Approval of Salary Adjustments

Mr. John Shelton (Yes); Ms. Joan Neal (Yes); Ms. Poria West (Yes); Ms. Elizabeth Williams (Yes); Ms. Susan Dennis (Abstained); and Ms. Livia Smith (Chair). Motion carried.

Approval to Acquire Web Communications Development Consultant

Ms. Susan Dennis made a motion for approval to acquire a web communications consultant. Mr. John Shelton seconded the motion.

Motion for Approval to Acquire Web Communications Development Consultant

Mr. John Shelton (Yes); Ms. Joan Neal (Yes); Ms. Poria West (Yes); Ms. Elizabeth Williams (Yes); Ms. Susan Dennis (Yes); and Ms. Livia Smith (Chair). Motion carried.

Approval to Acquire Public Relations Consultant

Ms. Susan Dennis made a motion for approval to acquire a public relations consultant. Ms. Joan Neal seconded the motion. Motion carried.

Motion for Approval to Acquire Public Relations Consultant

Mr. John Shelton (Yes); Ms. Joan Neal (Yes); Ms. Poria West (Yes); Ms. Elizabeth Williams (Yes); Ms. Susan Dennis (Yes); and Ms. Livia Smith (Chair). Motion carried.

Motion to Adjourn

Ms. Livia Smith wished everyone Happy Holidays and asked for a motion to adjourn the meeting. Ms. Susan Dennis made a motion to adjourn the meeting. Ms. Joan Neal seconded the motion. All in favor. The meeting was adjourned at 10:25 a.m.

Next Board Meeting: February 11, 2025