

Chester Water Authority
Board of Directors
Business Meeting
May 12, 2023

1. Call to Order
2. Pledge of Allegiance
3. Introduction of Guests and/or Chester Water Authority Employees
4. Public Comment on Agenda Items
5. Motion for Approval of Minutes for the April 20, 2023, Board Meeting
6. Action Items from Executive Session
7. Solicitor's Report
8. Chief Financial Officer's Report
(All contracts, agreements, applications, proposals, and resolutions are subject to legal review as to form and content prior to execution.)
 - a. **Request to Approve** Expenses by Function Report
9. Director of Engineering's Report
(All contracts, agreements, applications, proposals, and resolutions are subject to legal review as to form and content prior to execution.)
 - a. **Request Authorization to Advertise:**
Contract 23-008: Furnishing Commercial Diving Services
 - b. **Request to Approve** Change Order #1 for Village Green Tank #2 Interior (\$244,269)
 - c. **Request to Approve** the following Main Extension and Developer Agreements:
 - Main Extension Agreement for Carman Lincoln (\$66,910 cost contribution)
 - Main Extension Agreement for Parkside Development (\$373,200 cost contribution)
10. Director of Human Resources, Assistant to the Executive Manager and Board Liaison's Report (All contracts, agreements, applications, proposals, and resolutions are subject to legal review as to form and content prior to execution.)
 - a. **Request** to Approve Extension of Employee Retention Plan and Summary Communication to Eligible Employees (Retention Payments of 5% of Compensation 30-days after end of calendar years 2024 and 2025)
 - b. **Request** to Approve Extension of Management Retention Plan (Retention Payments of 10% of Compensation 30-days after end of calendar years 2024 and 2025) and Employment Agreement through December 16, 2027 for the following positions:

Executive Manager, Director of Engineering, Director of Human Resources, Assistant to the Executive Manager and Board Liaison, Chief Financial Officer, Director of Plant Operations, Distribution Superintendent, Assistant Distribution Superintendents (2), Quality and Continuous Improvement Manager

c. **Request** to Approve filling the position of Chief of Distribution. This position to be included in the Management Retention Plan (Retention Payments of 10% of Compensation 30-days after end of calendar years 2024 and 2025) and Employment Agreement through December 16, 2027.

11. Executive Manager's Report

(All contracts, agreements, applications, proposals, and resolutions are subject to legal review as to form and content prior to execution.)

a. **Request** to Approve Final One-Year Hay Farming Agreement upon review and approval of the highest responsive and responsible bidder.

b. **Announcement** of the Annual Public Water Independence Day on June 3rd

12. New Business

13. Old Business

14. Public Comment on Other Matters

15. **Motion** to Adjourn