

**MINUTES FOR MEETING OF THE  
CHESTER PARKING AUTHORITY BOARD  
AUGUST 19, 2021**

The Chester Parking Authority Board of Directors convened in regular session on Thursday, August 19, 2021, at 10:30 AM, in Chester City Hall, 1 Fourth Street, Chester, PA 19013. The meeting was available virtually through a dial in number, which was available to the public.

The Acting Chairman called the meeting to order.

Duane Lee	Acting Chairman
Marnie Hudson	Acting Vice Chairwoman (Telephonically)
Elease Elam	Acting Secretary (Telephonically)
Pamela Haynes	Board Member (Telephonically)
William Al Jacobs, Esquire	Solicitor
Janell Brown	Recording Secretary
Erwin Lanier	Project Manager

A quorum was declared present.

**Approval of the Minutes**

Minutes from the July 29, 2021, board meeting were reviewed.

On motion of Ms. Hudson, seconded by Ms. Haynes. The following vote was taken: Yeas: Hudson, Haynes, Elam and Lee. Nays:0

The Minutes of the July 29, 2021 Special board Meeting were approved.

**Public Comment**

There was no public comment at this time.

**Monthly Report**

Erwin Lanier, Project Director, reported on the amount of citations written as well as the diverse of the citations written Citywide. Mr. Lanier also reported the normal percentage of citations given to Chester residents, historically in the 19% to 23% range, versus non-residents, which has averaged about 80%.

Acting Secretary Elam proceeded to read the Resolutions.

**1. Approval for the Bylaws –**

Resolution: That it does hereby approve the Bylaws for the Chester Parking Authority Board as presented, as the governing rules by which the Board shall operate.

On motion of Ms. Haynes, seconded by Ms. Hudson. The following vote was taken: Yeas: Hudson, Haynes, Elam and Lee. Nays:0

**2. Approval of Vehicle Immobilization Program –**

Resolution: That it does hereby approve the implementation of a \$75.00 boot fee for the costs associated with the Vehicle Immobilization Program for the Chester Parking Authority.

On motion of Ms. Hudson, seconded by Ms. Haynes. The following vote was taken: Yeas: Hudson, Haynes, Elam and Lee. Nays:0

Solicitor Jacobs announced the Board will comply with the amendment to the Sunshine Act posting the meeting agendas at least 24 hours prior to the meeting.

No Public Comment.

Board members wished Ms. Haynes a Happy and Blessed Birthday.

There being no other business to come before the Board, the meeting was adjourned at 10:45 AM.

Respectfully submitted,

Janell Brown  
Recording Secretary