

MINUTES

STRATEGIC PLANNING & GOALS COMMITTEE MEETING

FEBRUARY 10, 2020

Attendants: Messrs. Boland, Cherico, Kester, Knapp, Lenton, Lucas, Monaghan, Mullen, Pileggi, Pisani, and Willert, Mesdames Bonnett, Carrero-Papi, Caulk, Cummings, Middleton, and Sage.

There were no members of the public present.

1. ROLL CALL: Eight members of the DELCORA Board of Directors were present constituting a quorum.

2. MONTHLY REPORT/ACTIVITY STATUS: The report was provided for the Committee's information. Mr. Lenton reported that the Trucked Waste business had another good month. Total of 6,291 trucks were received and a total of over 30 million gallons. Since the weather has been rainy plenty of leachate was also received. The "Beasts" that were installed last year are doing a good job of clearing rags and grit from the system. This is cutting down the expense of cleaning the tanks.

3. UPCOMING ACTIVITIES: Mr. Lenton reported he will be scheduling meetings for employees to discuss the Industrial Hygienist report that was completed last month. Mr. Opet is working on getting the few computers not yet upgraded to Window 10 done. Mr. Willet mention that a few Board members has concerns on Broardpaq running slow and can Mr. Opet investigate this matter. Mr. Lenton said he would have Mr. Opet look into the matter. The new email filter "Webtitan" is in place. A spam report will come up and report emails that may raise a red flag. The Highland Avenue gate repairs are completed. The gate is functioning on a time schedule. The gate can be access with a DELCORA security card. Mr. Lenton mentioned that the Hauled Waste area is ready for the winter. EPS-1 will now be used to house uniforms for employees. New locker will be added to store the uniforms instead of using the boiler room that is currently storing employees' uniforms. Building B-5 offices all have new carpeting and the employee café has been upgraded. Mr. Lenton thanked Ms. Caulk for her help in coordinating all the work with the contractors. The Radiation Arch has been installed and Mr. Lenton reported there are only two in the whole world installed. One is in Belgium and the second one is installed here in Chester. DELCORA is still waiting for DEP to give their approval for DELCORA to use. Mr. Lenton stated that he had no additional comments to the written report. The Committee had no questions regarding the written report.

4. ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Kester, and unanimously carried to adjourn the meeting at 3:46 p.m.

AGENDA
STRATEGIC PLANNING & GOALS COMMITTEE MEETING
FEBRUARY 10, 2020

1. ROLL CALL

2. MONTHLY REPORT/ACTIVITY STATUS:

- TRUCKED WASTE BUSINESS HAD A VERY GOOD MONTH – TRUCKS: 6,291
– GALLONS: 30,827,502

3. UPCOMING ACTIVITIES:

- MEETINGS BEING SCHEDULED WITH ALL CRAFTS TO DISCUSS INDUSTRIAL HYGIENIST REPORT.
- COMPUTER SYSTEM UPGRADES TO WINDOWS 10 IS NEARING COMPLETION. JUST A FEW LEFT TO DO AT THE WRTP.
- NEW EMAIL FILTER HAS BEEN PUT INTO PLACE" WEBTITAN" THIS WILL TAKE THE PLACE OF THE CURRENT BARRACUDA PROGRAM.
- HIGHLAND AVENUE GATE REPAIRS HAVE BEEN COMPLETED, GATE IS FUNCTIONING ON A TIME SCHEDULE
- ALL HAULED WASTE AREA'S READY FOR THE WINTER WEATHER TO PREVENT FREEZE UPS!
- EPS-1 IS ALMOST COMPLETE TO ACCEPT THE UNIFORMS. PAINTING AND FLOORING IS TO BE COMPLETED IN A WEEK OR SO. TRUCKED WASTE BUILDING WILL UNDERGO A UPDATED LOOK WITH PAINT AND ELECTRICAL WORK BEING DONE.
- CARPETING IN B-5 HAS BEEN COMPLETED. WOOD FLOORING HAS BEEN PLACED IN THE EMPLOYEE CAFÉ. NEW VENDING MACHINES ARE ORDERED TO COMPLETE THE UPGRADE.
- WORKING ON UPDATING THE RADIATION PLAN FOR MAJOR MODIFICATION.

4. ADJOURNMENT



Inter - Office Memorandum

To: Robert J. Willert, Executive Director
From: Christopher L. Lenton, Chief Operating Officer
Subject: Board Report for February 10, 2020 SP&G Committee Meeting
Date: February 5, 2020

The following are highlights of planning and development activities for January 2020.

- Trucked Waste Business had a very good month – Trucks: 6,291 – Gallons: 30,827,502
- Meetings being scheduled with all crafts to discuss Industrial Hygienist Report.
- Computer System Upgrades to Windows 10 is nearing completion. Just a few left to do at WRTP.
- New Email Filter has been put into place “Webtitan”. This will take the place of the current Barracuda Program.
- Highland Avenue Gate repairs have been completed, gate is functioning on a time scheduled.
- All Hauled Waste Area’s ready for the winter weather to prevent freeze ups!
- EPS-1 is almost complete to accept the uniforms. Painting and flooring is to be completed in a week or so. Trucked Waste Building will undergo an updated look with paint and electrical work being done.
- Carpeting in B-5 has been completed. Wood flooring has been placed in the Employee Café. New vending machines are ordered to complete the upgrade.
- Working on updating the Radiation Plan for major modification.

CLL:smf