

MINUTES

STRATEGIC PLANNING & GOALS COMMITTEE MEETING

MARCH 9, 2020

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

There were no members of the public present.

1. ROLL CALL: Nine 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 a total of 5,432 trucks were received and over 26 million gallons of waste was received.
3. UPCOMING ACTIVITIES: Mr. Lenton reported that DELCORA will be using the "Webtitan" email filter as it is giving reports in real time instead of waiting until the end of the day. We can see if someone is trying to infiltrate DELCORA or if it is a spam message sooner. Highland Avenue gate is operating again, and you will need to use the buzzer to have the Executive Secretary buzz you through. This will give the plant more security as we will know who is entering the plant through that exit. Mr. Lenton mentioned they were having an issue with rocks getting into the trucked waste bar screen and clogging the screen. In trying to figure out the source where the rocks were coming from, all the lines and manholes were TV'ed and power washed cleaned. The source of the rocks could not be found but they no longer are coming in. The bar screen was damaged and needs to be repaired. EPS-1 is where the uniforms will be relocated. The office has been cleaned, a false floor has been laid and the room has been repainted. New locker will be received from the uniform company. Ms. Caulk was a big help getting everything accomplished. The Operations Control Room has been refurbished with new wiring and sound proofing. Now both incinerator operator and belt filter press operator will be operating from the same location instead of two separate spaces. The Radiation unit is ready for operations. We are waiting on the modification from DEP to use unit which will take a month or two longer. A new partition wall has been ordered to use between the Lunch Room and the Conference Room which will be a better sound barrier than we currently use in the room. Mr. Lenton with Mr. Mike Krause attended the Delaware Rural Water Conference to promote our Trucked Waste business. They spoke to about 200 - 250 people who attended. The Trucked Waste Building has been painted white. This building is used as a lounge area for the truck drivers. Mr. Lenton was asked to speak to the Hicks Foundation in Chester to educate young high schooled aged students in careers in Wastewater. 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 3:55 p.m.

AGENDA
STRATEGIC PLANNING & GOALS COMMITTEE MEETING
MARCH 9, 2020

1. ROLL CALL

2. MONTHLY REPORT/ACTIVITY STATUS:

- TRUCKED WASTE BUSINESS HAD A VERY GOOD MONTH – TRUCKS: 5431 – GALLONS: 26,400,666

3. UPCOMING ACTIVITIES:

- NEW EMAIL FILTER HAS BEEN PUT INTO PLACE “WEBTITAN” THIS WILL TAKE THE PLACE OF THE CURRENT BARRACUDA PROGRAM. THIS SYSTEM IS IN PLACE AND WORKING WELL.
- HIGHLAND AVENUE GATE REPAIRS HAVE BEEN COMPLETED, GATE IS FUNCTIONING ON A TIME SCHEDULE. LOOP IN GROUND IS FIXED AND OPERATIONAL
- ALL HAULED WASTE AREA'S HAVE BEEN CLEANED AND POWERWASHED, TROUGHS CLEANED AND SEWER LINES TV'ED
- EPS-1 IS COMPLETED AND READY FOR NEW LOCKERS FOR EMPLOYEE UNIFORMS
- WORKING ON UPDATING THE RADIATION PLAN FOR MAJOR MODIFICATION.
- OPERATIONS CONTROL ROOM HAS BEEN UPDATED TO PROVIDE A MORE SOUND PROOF MODERN LOOKING DESIGN. CURRENTLY WE HAVE BOTH THE INCINERATOR OPERATOR AND BELT FILTER PRESS OPERATOR IN THE SAME OFFICE
- NEW PARTITION WALL HAS BEEN ORDERED FOR LARGE CONFERENCE ROOM AT WRTP INSURING A SOUND BARRIER BETWEEN THE LUNCH ROOM AND CONFERENCE ROOM
- ATTENDED THE DELAWARE RURAL WATER CONFERENCE TO PROMOTE OUR WASTE PROGRAM
- PRESENTED DELCORA TO THE HICKS FOUNDATION IN CHESTER TO EDUCATE YOUNG HIGH SCHOOL AGED STUDENTS ABOUT CAREERS IN WASTEWATER, GREAT OPPORTUNITY!
- TRUCKED WASTE BUILDING HAS BEEN PAINTED
- EB-2 TOP FLOOR AND BOTTOM FLOOR HAVE BEEN GI CLEANED FROM FLOOR TO CEILING.

4. ADJOURNMENT

CLL:SMF



Inter - Office Memorandum

To: Robert J. Willert, Executive Director
From: Christopher L. Lenton, Chief Operating Officer
Subject: Board Report for March 9, 2020 SP&G Committee Meeting
Date: March 5, 2020

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

- Trucked Waste Business had a very good month – Trucks: 5,431 - Gallons: 26,400,666.
- New Email Filter has been put into place “Webtitan”, this will take the place of the current Barracuda Program. This system is in place and working well.
- Highland Avenue Gate repairs have been completed, gate is functioning on a time schedule. Loop in ground is fixed and operational.
- All Hauled Waste Areas have been cleaned and power washed, troughs cleaned and Sewer Lines TV' d.
- EPS-1 is completed and ready for new lockers for employee uniforms.
- Working on updating the Radiation Plan for major modification.
- Operations Control Room has been updated to provide a more sound proof modern looking design. Currently, we have both the Incinerator Operator and Belt Filter Press Operator in the same office.
- New partition wall has been ordered for Large Conference Room at WRTP, insuring a sound barrier between the Lunch Room and Conference Room.
- Attended the Delaware Rural Water Conference to promote our Waste Program.
- Presented DELCORA to the Hicks Foundation in Chester to educate young High School Aged Students about careers in Wastewater, great opportunity!
- Trucked Waste Building has been painted.
- EB-2 top floor and bottom floor have been GI cleaned from floor to ceiling.

CLL:smf