

DELAWARE COUNTY REGIONAL
WATER QUALITY CONTROL AUTHORITY
100 EAST FIFTH STREET
CHESTER, PENNSYLVANIA 19013

MINUTES

MARCH 17, 2020 (CANCELLED) / APRIL 21, 2020 (VIRTUAL)

The Regular Meeting of the Delaware County Regional Water Quality Control Authority was held on Tuesday, April 21, 2020, at 3:30 P.M. The meeting was held virtually via Zoom.com. Today's agenda items included all of the April committee meeting items recommended for Board approval plus agenda items from the March 17th Board meeting which was cancelled due to the COVID-19 pandemic and the state requirement for social distancing..

REGULAR
MEETING

Messrs. Boland, Kester, Knapp, Lucas, Monaghan, Mullen, Pisani, Zidek, and Madam Sage, Board Members, constituting a quorum were present.

ROLL CALL

Messrs. Cherico, DiSantis, Hurst, Lehman, Lenton, McNichol, Pileggi, Willert, Mesdames Amadio, Bonnett, Byrd, Carrero-Papi, and Caulk were also present.

Mr. Kester, Chairman, called the meeting to Order.

ORDER OF BUSINESS

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all parties present.

PLEDGE OF
ALLEGIANCE

APPROVAL OF MINUTES: It was moved by Ms. Sage, seconded by Mr. Knapp, and unanimously carried that the minutes of the Regular Meeting of February 18, 2020, be approved as submitted. (Note: the March 17th Board meeting was cancelled due to the COVID-19 pandemic.)

APPROVAL
OF MINUTES

COMMENTS FROM THE PUBLIC: No members of the public were present. There were no public comments submitted.

PUBLIC

REPORTS:

REPORTS

1. COMMITTEES:

COMMITTEES

a. Human Resources and Administration. Mr. Lucas stated that the Committee met on April 13, 2020. There were no additions to the meeting minutes.

Human Resources
and Administration

b. Strategic Planning and Goals. Mr. Boland stated that the Committee met on April 13, 2020. There were no additions to the meeting minutes. Strategic, Planning & Goals

c. Operations and Engineering. Mr. Mullen stated that the Committee met on April 14, 2020. He noted items requiring Board action would be considered later in the agenda. There were no additions to the meeting minutes. Operations and Engineering

d. Finance. Mr. Knapp reported that the Committee met on April 15, 2020. He noted one item requiring Board action would be considered later in the agenda. There were no additions to the meeting minutes. Finance

e. Pension. Mr. Boland stated that there was no formal meeting of the Pension Committee and had nothing to report at this time. Pension

2. CHAIRMAN: Mr. Kester had no items to report. CHAIRMAN

3. EXECUTIVE DIRECTOR: Mr. Willert stated that there were no additions to the written report. EXECUTIVE DIRECTOR

4. DIRECTOR OF ENGINEERING: Mr. Hurst stated that there were no additions to the written report. DIRECTOR OF ENGINEERING

5. DIRECTOR OF OPERATIONS & MAINTENANCE: Mr. DiSantis stated that there were no additions to the written report. DIRECTOR OF OPERATIONS & MAINTENANCE

6. SOLICITOR: Mr. McNichol had no items to report at this time. SOLICITOR

OPERATING FUND PAYMENTS: OPERATING FUND PAYMENTS

1. CHIEF FINANCIAL OFFICER'S REPORT: Mr. Pileggi stated that there were no additions to the written report. CHIEF FINANCIAL OFFICER

2. PAYMENT OF BILLS: PAYMENT OF BILLS

Approval of Operating Statement, Statement of Fund Balances and List of Bills for the months of February and March 2020.

It was moved by Mr. Knapp, seconded by Mr. Lucas, and unanimously carried that the statement and the list of bills in the amount of \$3,058,256.90 for the month of February 2020 and \$3,915,576.74 for the month of March 2020 contained in the Chief Financial Officer's report, be approved.

CONSTRUCTION FUND PAYMENTS:

CONSTRUCTION
FUND PAYMENTS

1. ENGINEERING ADVISOR'S REPORT: Mr. Lehman stated that there were no additions to the written report.

ENGINEERING
ADVISOR

2. CHANGE ORDERS: Mr. Kester stated that there were no contract change orders at this time.

CHANGE ORDERS

3. CONTRACT CLOSEOUT AND FINAL PAYMENT APPROVAL:

CONTRACT
CLOSEOUT

• Contract No. TC-1608-C – Solids Handling Upgrade 2016 – Part A – General (Allan Myers, L.P.). Mr. Mullen stated that this contract closeout was discussed at the March 10th Operations and Engineering Committee meeting, and it was the consensus of the committee to recommend Board approval.

Contract No.
TC-1608-C
Solids Handling
Upgrade 2016
Part A - General

It was moved by Mr. Mullen, seconded by Mr. Lucas, and unanimously carried to approve the contract closeout and final payment of Contract No. TC-1608-C – Solids Handling Upgrade 2016 – Part A – General (Allan Myers, L.P.).

4. PAYMENT OF BILLS:

PAYMENT OF
BILLS

It was moved by Mr. Knapp, seconded by Mr. Lucas, and unanimously carried as follows: (a) that the bills of contractors, engineers and others for construction costs, engineering services and related costs under the Renewal & Replacement Fund in the amount of \$539,258.78 for the month of February and \$1,015,481.88 for the month of March, and the Sewer Revenue Bond Series of 2016 in the amount of \$342,238.65 for the month of February and \$523,252.27 for the month of March are hereby approved; and (b) the requisitions on the Renewal & Replacement Fund and the Sewer Revenue Bond Series of 2016 under the Trust Indenture with TD Bank, in payment of said bills, are hereby approved pending approval by the Treasurer, and the proper officers be and are hereby authorized and directed to execute same.

AUTHORIZATION TO ADVERTISE CONTRACTS:

AUTHORIZATION
TO ADVERTISE
CONTRACTS

• Contract No. PFR-2004-C – Springhill Farm Sanitary Force Main Extension

Contract No.
PFR-2004-C

Mr. Mullen stated that the above contract advertisement was discussed at the March 10th Operations and Engineering Committee meeting, and it was the consensus of the committee to recommend Board approval.

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to advertise the above contract.

AWARD OF CONTRACTS: (from March 17th Board meeting agenda)

AWARD OF
CONTRACTS

- Contract No. P2020-01 – Lawn Mowing and Maintenance. Mr. Mullen stated that the lowest qualified bidder was Deerfield Mowing and Property Maintenance, Inc. with a bid amount of \$27,940.00 and was in full compliance with DELCORA's requirements.

Contract No.
P2020-01
Lawn Mowing &
Maintenance

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to award Contract No. P2020-01 – Lawn Mowing and Maintenance to Deerfield Mowing and Property Maintenance, Inc. in the amount of \$27,940.00.

- Contract No. P2020-02 – Parts A & B – Sewer Lateral Cleaning (Part A) And Maintenance (Part B) Services. Mr. Mullen stated that the lone bidder for Part A was Mohr Construction Service, Inc. with a bid amount of \$54,000.00 and the lone bidder for Part B was Mohr Construction Service, Inc. with a bid amount of \$199,820.00, and was in full compliance with DELCORA's requirements.

Contract No.
P2020-02
Sewer Lateral
Cleaning (Part A)
& Maintenance
(Part B)

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to award Contract No. P2020-02 – Sewer Lateral Cleaning (Part A) to Mohr Construction Service, Inc. in the amount of \$54,000.00 and to award Contract No. P2020-02 – Sewer Lateral Maintenance Services (Part B) to Mohr Construction Service, Inc. in the amount of \$199,820.00.

- Contract No. TC-2001-C – Incinerator–Annual Maintenance & Emergency Repairs 2020. Mr. Mullen stated that the lone bidder was Industrial Furnace Company, Inc. with a one year bid amount of \$307,000.00 and a two year bid amount of \$686,750.00, and was in full compliance with DELCORA's requirements.

Contract No.
TC-2001-C –
Annual Incinerator

It was moved by Mr. Mullen, seconded by Mr. Lucas, and unanimously carried to award Contract No. TC-2001-C – Incinerator–Annual Maintenance & Emergency Repairs 2020 to Industrial Furnace Company, Inc. for a two year period in the amount of \$686,750.00.

OLD BUSINESS: Mr. Kester stated that there was no Old Business at this time.

OLD BUSINESS

NEW BUSINESS:

NEW BUSINESS

1. Authorization for Professional Services: (Capital Funds)

Authorization for Professional Services

A. Greeley And Hansen – Proposal Dated March 6, 2020 – For Professional Engineering Services For Assisting In Responding To USEPA Comments On Combined Sewer Overflow Long Term Control Plan – Total Amount Not To Exceed \$200,000.00 (Capital Funds)

Greeley & Hansen Response Assist to USEPA Comments on CSO LTCP

B. Maddren Law Office – Proposal Dated March 12, 2020 – For Professional Services To Research And Acquire The Necessary Easements For Existing And Proposed Pipelines – At A Rate of \$225/hour For Attorneys And \$60/hour For Paralegals, Plus Out-of-Pocket Costs/Expenses (Capital Funds)

Maddren Law Research/Acquire Easements

C. Raftelis Financial Consultants, Inc. – Proposal Dated February 26, 2020 – For Professional Services For A Trucked Waste Disposal Cost Of Service Study – Total Amount Not To Exceed \$55,000.00 (Capital Funds)

Raftelis Financial Trucked Waste – Cost of Service Study

Mr. Hurst provided a brief overview of the above proposals.

Mr. Mullen stated that the above items were discussed at the March and April Operations and Engineering Committee meetings, and it was the consensus of the committee to recommend Board approval of the above proposals.

It was moved by Mr. Mullen, seconded by Ms. Sage, and unanimously carried to approve the Professional Services proposals “A” through “C” listed above.

2. Authorization for Professional Services: (Operating Funds)

Authorization for Professional Services

A. Catania Engineering – Proposal Dated February 7, 2020 – For Professional Engineering Services For Additional Work Associated With The Review Of Sewage Planning Modules For 2019 – Total Additional Amount Not To Exceed \$2,850.00 (Operating Funds)

Catania Review Planning Modules Addtnl. Svcs. for 2019

B. Catania Engineering – Proposal Dated February 7, 2020 – For Professional Engineering Services For The Review Of Sewage Planning Modules For 2020 – Total Amount Not To Exceed \$15,000.00 (Operating Funds)

Catania Review Planning Modules for 2020

Mr. Hurst provided a brief overview of the above proposals.

Mr. Mullen stated that the above items were discussed at the March 10th Operations and Engineering Committee meeting, and it was the consensus of the committee to recommend Board approval of the above proposals.

It was moved by Mr. Mullen, seconded by Mr. Boland, and unanimously carried to approve the Professional Services proposals "A" and "B" listed above.

3. Engineering Advisor Appointment:

ENGINEERING
ADVISOR
APPOINTMENT

- Engineering Advisor Services For The Second Quarter 2020 – Weston Solutions, Inc. – Total Amount Not To Exceed \$2,500.00 Per Quarter

Mr. Mullen stated that this item was discussed at the March 10th Operations and Engineering Committee meeting, and it was the consensus of the committee to recommend Board approval.

It was moved by Mr. Mullen, seconded by Mr. Boland, and unanimously carried that Weston Solutions, Inc. be appointed as Engineering Advisor for the second quarter of 2020 for a total amount of \$2,500.00 per quarter.

4. Approval Of 2019 Audit Of DELCORA Financial Statements. Mr. Knapp stated that this item was discussed at the Finance Committee meeting, and it was the consensus of the committee to recommend Board approval.

2019 Audit
Approval

It was moved by Mr. Knapp, seconded by Mr. Mullen, and unanimously carried to approve the 2019 Audit.

EXECUTIVE SESSION. There was no Executive Session.

EXECUTIVE
SESSION

Prior to adjournment, Mr. Zidek asked how the meeting was advertised to the public and how any comments could be submitted. Ms. Amadio responded that the virtual meeting was advertised on the DELCORA website and in the Daily Times with directions to refer to the DELCORA website. The website posting included instructions on how to access the meeting via the zoom.com link and how to submit any questions or comments via email or phone to Ms. Amadio so they could be read at the meeting. None were received.

ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Monaghan, and unanimously carried to adjourn the meeting at 3:47 P.M.

ADJOURNMENT

ATTEST
Secretary