

MINUTES

STRATEGIC PLANNING & GOALS COMMITTEE MEETING

JULY 13, 2020 (VIRTUAL)

Attendants: Messrs. Boland, Kern, Knapp, Lenton, Lucas, Monaghan, Mullin, and Willert, Mesdames Amadio, Bonnett, Byrd, Carrero-Papi, and Sage.

There were no members of the public present.

1. ROLL CALL: Seven 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 very good month considering we are dealing with the pandemic. He reported that they had a total of 4,316 trucks were received and 20,346,000 million gallons of waste was received. We usually average between 24 and 25 million gallons, but we are still having a good year.

3. UPCOMING ACTIVITIES: Mr. Lenton reported that DELCORA is working on updating the Radiation Plan Modification for DEP. We thought DELCORA would need a major modification but when we submitted forms to DEP, they told us we could use a minor modification. DELCORA is working on that and we are waiting to hear back from DEP. This is good news for DELCORA as we can use the Radiation Arch we put in instead of the hand help wands we use now. Mark and Brian in the Truck waste area continues to monitor drivers as they come in and see that they are adhering to social distance. All Union employees are back to strength and practicing social distances and wearing masks were possible or a shield if they can't wear a mask. Truck and vehicle are being disinfected every day after use. There are plenty of masks for everyone in case they lose one or a visitor comes in and doesn't have one. Communication is vital and weekly meeting are being held. Meeting are help teleconferencing to practice social distancing. We go over all pertain information for all departments. Mr. Lenton wanted to congratulate Client Swope and Tom Czwalina to have done an excellent job at focusing on the incineration process. They have found so many things with the incinerator making them run more efficiently. The operators have adopted these things and operating the incinerators. The operators are learning more things about the incinerator than we learned when they were first purchased and had training on them. A professional cleaning service is coming in twice a week to clean all the locker rooms. They are disinfecting all the showers, the lockers, and all the sinks. Mr. Lenton mentioned that the storeroom was asked to keep a stock of PPE and sanitizers in case there is a shortage on the again. A disinfection fogger has been ordered to disinfect vehicles and can be use in the offices. Lastly, Mr. Lenton reported on some good news for DELCORA. DELCORA's Safety Program has won the PWEA Class 2 and also the Burke Award from WEF. Mr. Lenton had no additions to his written report but would be happy to answer any questions. The Committee had no other questions regarding the written report.

4. ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Boland, and unanimously carried to adjourn the meeting at 3:47 p.m.



Inter – Office Memorandum

To: Robert J. Willert, Executive Director
From: Christopher L. Lenton, Facilities Superintendent
Subject: Board Report for July 13, 2020 SP&G Committee Meeting
Date: July 9, 2020

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

- Trucked Waste Business had a very good month – Trucks: 4,316 – Gallons: 20,346,300

1. UPCOMING ACTIVITIES:

- Working on updating the Radiation Plan for modification.
- Trucked Waste continues to operate under the Pandemic with drivers adhering to social distance, masks, and hand washing being strictly enforced.
- All Union Employees are back to full strength practicing social distancing and wearing masks. When in close quarters mutual respect is being shown.
- Trucks and vehicles are being disinfected every day.
- Masks, gaiters, bandannas, gloves are all readily available to all employees, contractors who may need them. Guests are permitted on site but must follow Co-Vid Guidelines.
- Weekly meetings are being held at WRTP with Management to ensure communication between departments stays up to date.
- All meetings are being held via teleconferencing or in person with social distancing protocols in place.
- Huge strides have been made in the retraining of Incineration Personnel and Maintenance. This has been a great project for our team and will really prove successful after all the training and upgrades are complete.
- Employee and Management common bathrooms/shower areas are being professionally cleaned and sanitized two times per week by an outside service to insure proper disinfection is upheld.
- PPE and sanitizers are being stocked by our Storeroom in case of future outbreaks.
- Disinfection Fogger has been ordered. This gives DELCORA the ability to better disinfect offices, trucks and common areas internally.
- DELCORA's Safety Program has been recognized by the PWEA as its Class 2 Winner. DELCORA has also been awarded the Burke Award from WEF for the highest score in the State of PA in Safety.

CLL:smf