

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

MINUTES

JUNE 16, 2020 (VIRTUAL)

The Regular Meeting of the Delaware County Regional Water Quality Control Authority was held on Tuesday, June 16, 2020, at 3:30 P.M. The meeting was held virtually via Zoom.com. REGULAR MEETING

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

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

Mr. Boland, Vice 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

COMMENTS FROM THE PUBLIC: No members of the public were present. Mrs. Amadio stated that there were no public comments or questions submitted. PUBLIC

Mr. Willert stated that Mr. Kester submitted a letter resigning his position as Chairman of the Board of Directors due to health issues. Therefore, the reorganization of the Board is as follows:

REORGANIZATION: REORGANIZATION

Authority Officers for remainder of 2020:

1. Chairman
2. Vice Chairman
3. Secretary
4. Treasurer
5. Assistant Secretary/Treasurer

It was moved by Mr. Knapp, seconded by Ms. Sage, and unanimously carried that Mr. Boland be appointed Chairman.

It was moved by Mr. Knapp, seconded by Mr. Pisani, and unanimously carried that Mr. Monaghan be appointed Vice Chairman.

It was moved by Ms. Sage, seconded by Mr. Knapp, and unanimously carried that Mr. Lucas be appointed as Secretary.

Mr. Knapp remains as Treasurer and Mr. Pisani remains as Assistant Secretary/Treasurer.

Mr. Boland thanked Mr. Kester for his years of service as Chairman of the Board of Directors.

APPROVAL OF MINUTES: It was moved by Ms. Sage, seconded by Mr. Monaghan, and unanimously carried that the minutes of the Regular Meeting of May 19, 2020, be approved as submitted. APPROVAL OF MINUTES

It was moved by Ms. Sage, seconded by Mr. Monaghan, and unanimously carried that the minutes of the Special Board Meeting of May 26, 2020, be approved as submitted.

REPORTS:

REPORTS

1. COMMITTEES:

COMMITTEES

a. Human Resources and Administration. Mr. Lucas stated that the Committee met on June 8, 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 June 8, 2020. There were no additions to the meeting minutes. Strategic, Planning & Goals

c. Operations and Engineering. Mr. Mullen stated that the Committee met on June 9, 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 June 10, 2020. 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. Boland stated that there no items to report at this time. 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 stated that a brief Executive Session was held prior to today's meeting for the purpose of discussing matters dealing with the reorganization as noted above. Mr. McNichol had no other 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 month of May 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 \$3,068,154.14 for the month of May 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: CHANGE ORDERS

• Contract No. TC-1608-C – Solids Handling Upgrade 2016 – Part B – Electrical – Change Order No. 2 – Increase In Contract Time Only Of 481 Days Prior To Closeout (Philips Brothers Electrical). Mr. Hurst stated this was an extension of time only that corresponded to the close out of this contract and this work was also dependent upon other work in another contract. Contract No. TC-1608-C Part B - Electrical CO #2

Mr. Boland stated that this contract change order was discussed at the 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. Lucas, and unanimously carried to approve Change Order No. 2 for Philips Brothers Electrical for an increase in contract time of 481 days prior to closeout.

3. CONTRACT CLOSEOUT AND FINAL PAYMENT APPROVAL: Mr. Boland stated that there were no contract closeouts at this time.

CONTRACT
CLOSEOUT

4. PAYMENT OF BILLS:

PAYMENT OF
BILLS

It was moved by Mr. Knapp, seconded by Ms. Sage, 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 \$1,676,314.83 and the Sewer Revenue Bond Series of 2016 in the amount of \$1,270,835.49 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: Mr. Boland stated that there were no Authorizations to Advertise Contracts at this time.

AUTHORIZATION
TO ADVERTISE
CONTRACTS

AWARD OF CONTRACTS:

AWARD OF
CONTRACTS

• Contract No. P2020-03 – Sodium Bisulfite (38%). Mr. Boland stated that two bids were received and that the lowest qualified bidder was Charles S. Coyne Chemical Company with a bid amount of \$31,530.00 and was in full compliance with DELCORA's requirements.

Contract No.
P2020-03
Sodium Bisulfite
(38%)

It was moved by Mr. Boland, seconded by Mr. Mullen, and unanimously carried to award Contract No. P2020-03 to Charles S. Coyne Chemical Company in the amount of \$31,530.00.

AWARD OF PENNBID ELECTRONIC BIDDING:

AWARD OF
PENNBID
ELECTRONIC
BIDDING

• Contract No. TC-2005-C – Roof Replacements Project. Mr. Boland stated that seven bids were received via the PennBid Electronic Bidding Program and that the lowest qualified bidder was Paneko Construction with a total base bid amount of \$1,598,600 and with a total base bid amount with the alternate of \$1,661,300.00, and was in full compliance with DELCORA's requirements.

Contract No.
TC-2005-C
Roof Replacements

It was moved by Mr. Boland, seconded by Mr. Monaghan, and unanimously carried to award Contract No. TC-2005-C to Paneko Construction in the amount of \$1,661,300.00 (base bid and alternate).

OLD BUSINESS: Mr. Boland 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. D'Huy Engineering, Inc. – Proposal Dated June 8, 2020 – For Professional Engineering Services To Provide Additional Construction Management Services For The WRTP Plant Upgrades 2018 Project To Extend Full Time Onsite Coverage Until December 31, 2021, And Completion Of The 2018 Upgrade Project, And Also Includes Oversight Of The Roof Project And Full Coverage For The 2020 Upgrade Project – Total Additional Amount Not To Exceed \$416,500.00 (Capital Funds). Mr. Hurst stated that this proposal provides continued on-site construction management services to the end of the WRTP Plant Upgrades 2018 project, the Roof Project and the upcoming 2020 Plant Upgrades project. D'Huy Addtnl. CM Svcs. WRTP Plant Upgrades 2018 & Roof Project & WRTP Plant Upgrades 2020

B. D'Huy Engineering, Inc. – Proposal Dated June 8, 2020 – For Professional Engineering Services To Provide Construction Administration Services For The Roof Replacements Project – Total Amount Not To Exceed \$58,600.00 (Capital Funds). Mr. Hurst stated that this proposal provides construction administration support including submittals, requests for information, construction meetings, etc. for the Roof Replacements project. D'Huy CA Svcs. Roof Replacements Project

C. D'Huy Engineering, Inc. – Proposal Dated June 8, 2020 – For Professional Engineering Services To Provide Construction Administration Services For The WRTP Plant Upgrades 2020 Project – Total Amount Not To Exceed \$285,000.00 (Capital Funds). Mr. Hurst stated that this proposal provides construction administration services including submittals, requests for information, construction meetings, etc. for the 2020 Plant Upgrades project. D'Huy CA Svcs. WRTP Plant Upgrades 2020

D. D'Huy Engineering, Inc. – Proposal Dated June 8, 2020 – For Professional Engineering Services To Provide Additional Design Services For The T-28 Final Clarifier Addition And Added Contingencies For Additional Permitting/Engineering Requirements For Site/Civil Work And For Any Resultant ESA Program Changes – Total Additional Amount Not To Exceed \$324,000.00 (Capital Funds). Mr. Hurst stated that this proposal provides the completion of the design of the new T-28 Final Clarifier including various design changes, permitting, various engineering requirements for site and civil work. D'Huy Addtnl. Design Svcs. T-28 Clarifier & ESA Program Changes

E. Gannett Fleming, Inc. – Proposal Dated June 8, 2020 – For Professional Engineering Services To Provide Additional Design And Associated Construction Services For The Sludge Cake Pump Design – Total Additional Amount Not To Exceed \$72,000.00 (Capital Funds). Mr. Hurst stated that this proposal provides additional services for the design of the new cake pump that delivers sludge cake in to the incineration process.

Gannett Fleming
Addtnl. Design &
Constrctn. Svcs.
Sludge Cake Pump

Mr. Boland stated that these items were discussed at the Operations and Engineering Committee meetings, and it was the consensus of the committee to recommend Board approval.

It was moved by Mr. Mullen, seconded by Mr. Monaghan, and unanimously carried to approve Items A through E listed above.

2. Authorization for Professional Services: (Operating Funds)

Authorization for
Professional
Services

A. Trace Environmental Systems, Inc. – Proposal Dated April 28, 2020 – For Professional Engineering Services For CEMS Maintenance And Support Renewal – Total Amount Not To Exceed \$30,939.00 (Operating Funds). Mr. Hurst stated that this proposal provides for routine services for the CEMS system which is the emissions monitoring system that supports the incineration process. This is an annual contract for maintenance and support of that system.

Trace Env.
CEMS Maint. &
Support Renewal

Mr. Boland stated that this item was discussed at the Operations and Engineering Committee meetings, and it was the consensus of the committee to recommend Board approval.

It was moved by Mr. Mullen, seconded by Mr. Monaghan, and unanimously carried to accept Trace Environmental Systems, Inc.'s Proposal dated April 28, 2020, for a total amount not to exceed \$30,939.00.

3. Advisor Appointment:

Engineering Advisor

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

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

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

Prior to adjournment, Mr. Boland noted the following change to the Strategic Planning and Goals Committee:

Committee Appointments for remainder of 2020:

Committee
Appointments

1. Strategic Planning and Goals

Mr. Boland announced that Ms. Sage is appointed as Chairperson of the Strategic Planning and Goals Committee. All other committees and members remain the same.

EXECUTIVE SESSION. There was an Executive Session held prior to the Board meeting as noted above.

EXECUTIVE
SESSION

ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Knapp, and unanimously carried to adjourn the meeting at 3:46 P.M.

ADJOURNMENT

ATTEST
Secretary