

MINUTES

STRATEGIC PLANNING & GOALS COMMITTEE MEETING

AUGUST 10, 2020 (VIRTUAL)

Attendants: Messrs. Boland, Kern, Knapp, Lenton, Lucas, Monaghan, Mullin, Nichols, Pileggi, Pisani, and Willert, Mesdames Amadio, Bonnett, Byrd, 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 very good month overall. He reported that they had a total of 4,454 trucks were received and 21,165,000 million gallons of waste was received. We recently had two torrential storms. One being from a tropical storm and the other a severe thunderstorm. On Friday night four and half inches of rain was received in a matter of 50 minutes. Manhole lids were popping and the roads were flooded. Mr. Lenton wanted to commend the Sewer Maintenance department in keeping up with all the problems due to the storm.

3. UPCOMING ACTIVITIES: Mr. Lenton mentioned that the mod for the Radiation Plan went from a major to a minor modification with DEP. Once we get the approval from DEP a radiation specialist will be coming to train employees on the proper use of the equipment. Truck Waste continues to ensure that the drivers coming into DELCORA are wearing masks and stay in that one area. The helpers assigned there are making sure that everything touched is wiped down. Employees in the plant who chose not to wear masks because they are in close quarters or working in a hot building like the incinerators are using the shields. Trucks and vehicles are being sanitized with the new backpack disinfectant sprayer. DELCORA is also using this in the common rooms and the conference rooms. The showers and locker rooms are being cleaned and sanitized twice a week by an outside company. Weekly meetings are being held with Management to ensure communication stays up to date on COVID and everything that is happening at the plant. The Incinerator employees are making great strides in the maintenance and use of the incinerators. Mr. Lenton reported that we are re-stocking on PPE, gloves and sanitizers in case of future outbreaks. Weekly meetings are being held with all departments to ensure communication lines are open. All new signage has been installed coming into the plant on all the access roads from Hardwick Street. The building signs stop signs and yield signs have been added. 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 3:44 p.m.



Inter – Office Memorandum

CL

To: Robert J. Willert, Executive Director
From: Christopher L. Lenton, Facilities Superintendent
Subject: Board Report for August 10, 2020 SP&G Committee Meeting
Date: August 5, 2020

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

- Trucked Waste Business had a very good month – Trucks: 4,454 – Gallons: 21,165,686

1. UPCOMING ACTIVITIES:

- Work is still ongoing updating the Radiation Plan for minor modification with DEP.
- Trucked Waste continues to operate well 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 everyday using new backpack disinfectant sprayer.
- 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 in person with social distancing protocols in place. Meetings occur prior to workday starting
- 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. This is an on-going process.
- 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.
- Weekly meetings with IT, Hauled Waste, Safety, OPS, SM, CM, and Engineering are held to insure communication lines are open.
- New signage has been installed on our access road on Harwick Street.

CLL:smf

AGENDA
STRATEGIC PLANNING & GOALS COMMITTEE MEETING
AUGUST 11, 2020

1. ROLL CALL

2. MONTHLY REPORT/ACTIVITY STATUS:

- TRUCKED WASTE BUSINESS HAD A VERY GOOD MONTH – TRUCKS: 4,454 – GALLONS: 21,165,686

3. UPCOMING ACTIVITIES:

- WORK IS STILL ONGOING UPDATING THE RADIATION PLAN FOR MINOR MODIFICATION WITH DEP
- TRUCKED WASTE CONTINUES TO OPERATE WELL 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 EVERYDAY USING NEW BACKPACK DISINFECTANT SPRAYER.
- 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 IN PERSON WITH SOCIAL DISTANCING PROTOCOLS IN PLACE. MEETINGS OCCUR PRIOR TO WORKDAY STARTING.
- 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 OF THE TRAINING AND UPGRADES ARE COMPLETE. THIS IS AN ONGOING PROCESS.
- EMPLOYEE AND MANAGEMENT COMMON BATHROOMS/SHOWER AREAS ARE BEING PROFESSIONALLY CLEANED AND SANITIZED TWO TIMES PER WEEK BY AN OUTSIDE SERVICE TO INSURE PROPER DISENFECTION IS UPHELD.
- PPE AND SANITIZERS ARE BEING STOCKED BY OUR STOREROOM IN CASE OF FUTURE OUTBREAKS.
- WEEKLY MEETINGS WITH I.T., HAULED WASTE, SAFETY, OPS, SM, CM, AND ENGINEERING ARE HELD TO INSURE COMMUNICATION LINES ARE OPEN.
- NEW SIGNAGE HAS BEEN INSTALLED ON OUR ACCESS ROAD ON HARWICK STREET.

4. ADJOURNMENT