

MINUTES

STRATEGIC PLANNING & GOALS COMMITTEE MEETING

OCTOBER 15, 2020 (VIRTUAL)

Attendants: Messrs. Kern, Knapp, Lenton, Lucas, Monaghan, Mullin, Nichols, Pileggi, and Willert, Mesdames Amadio, Bonnett, Caulk, 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 another decent month. Nothing outstanding but 4,729 trucks were put through. DELCORA did over 22-1/2 million gallons flow through the plant.
3. UPCOMING ACTIVITIES: Mr. Lenton mentioned that DELCORA is still waiting for DEP to approve the modification for the Radiation Plan. Mr. Lenton reported we had our annual Safety Picnic this year which went well. There was great participation from the plant and office. We did not have the normal social gathering this year due to COVID. Most employees ate and left, but it was nice to see some people. DELCORA is still going on with our weekly contractor meeting. Our two truck waste receivers are continuing to remind truck drivers who come into DELCORA to wear a mask and gloves, also to wash their hands. Also, DELCORA is defogging all the vehicles every night and at the being of every shift employees are told to wipe down the trucks before using. Manager Meeting are held every Wednesday for the department heads to keep communication open. All the employee's bathrooms are being cleaned and sanitized by an outside company. The storeroom is fully stocked with all PPE products in case there is another outbreak. Weekly meetings are being held with all departments to discuss anything that happened during the week. Mr. Lenton had no additions to his written report but would be happy to answer any questions. The Committee had no questions regarding the written report.
4. ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Knapp, and unanimously carried to adjourn the meeting at 3:45 p.m.



Inter – Office Memorandum

To: Robert J. Willert, Executive Director of
From: Christopher L. Lenton, Facilities Superintendent
Subject: Board Report for October 15, 2020 SP&G Committee Meeting
Date: October 13, 2020

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

- Trucked Waste Business had a very good month – Trucks: 4,729 – Gallons: 22,744,298

UPCOMING ACTIVITIES:

- Radiation Plan for minor modification with DEP has been submitted.
- Annual Safety BBQ was held on Friday, September 11th from 11:00 a.m. to 12:30 p.m. Great turnout wonderful chance to get together with Management and Union Personnel.
- Weekly Contractor meetings between DELCORA and onsite contractors being held every Thursday or as needed.
- Trucked Waste continues to operate well under the Pandemic with drivers adhering to Social Distance, masks, and hand washing being strictly enforced.
- Trucks and vehicles are being disinfected everyday using new backpack disinfectant sprayer.
- 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.
- Employee and Management common bathrooms/shower areas are being professionally cleaned and sanitized two times per week by an outside service to ensure proper disinfection is upheld.
- PPE and sanitizers are fully stocked by our Storeroom in case of future outbreaks.
- Weekly meetings with IT, Hauled Waste, Safety, OPS, Sewer Maintenance, Central Maintenance, and Engineering are held to ensure communication lines are open.

1. ADJOURNMENT

CLL:smf