

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

MINUTES

NOVEMBER 17, 2020 (VIRTUAL)

The Regular Meeting of the Delaware County Regional Water Quality Control Authority was held on Tuesday, November 17, 2020, at 3:30 P.M. The meeting was held virtually via Zoom.com. REGULAR MEETING

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

Messrs. Cherico, DiSantis, Hurst, Lehman, Lenton, Matlawski, Pileggi, Willert, Mesdames Amadio, Bonnett, Byrd, Caulk, and Cummings were also present.

Mr. Boland, 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

APPROVAL OF MINUTES: It was moved by Ms. Sage, seconded by Mr. Lucas, and unanimously carried that the minutes of the Regular Meeting of October 20, 2020, be approved as submitted. APPROVAL OF MINUTES

REPORTS: REPORTS

1. COMMITTEES: COMMITTEES

a. Human Resources and Administration. Mr. Lucas stated that the Committee met on November 9, 2020. There were no additions to the meeting minutes. Human Resources and Administration

b. Strategic Planning and Goals. Ms. Sage stated that the Committee met on November 9, 2020. There were no additions to the meeting minutes. Strategic, Planning & Goals

c. Operations and Engineering. Mr. Mullen stated that the Committee met on November 10, 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 November 12, 2020. He noted items 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 but additional information is now available. Mr. Pileggi reported that upon the anticipated closing with Aqua and termination of the Pension Plan, the Actuary has determined that \$12 million would need to be contributed to fully fund the Pension Plan. Pension
2. CHAIRMAN: Mr. Boland stated that there were 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. Matlawski had no items to report at this time. SOLICITOR
- OPERATING FUND PAYMENTS: OPERATING FUND PAYMENTS
1. CHIEF FINANCIAL OFFICER 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 October 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 \$4,018,704.32 for the month of October 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. Boland stated that there were no Contract Change Orders at this time. CHANGE ORDERS

3. CONTRACT CLOSEOUT AND FINAL PAYMENT APPROVAL:

CONTRACT  
CLOSEOUT

- Contract No. SEW-1905-CO – Annual Sewer Maintenance Repairs And Other Construction Related Projects (A.J. Jurich, Inc.).

Contract No.  
SEW-1905-CO  
Annual SM

Mr. Mullen stated that this contract closeout 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. Pisani, and unanimously carried to approve the contract closeout and final payment of Contract No. SEW-1905-CO – Annual Sewer Maintenance Repairs And Other Construction Related Projects (A.J. Jurich, Inc.).

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 \$1,809,269.62 are hereby approved; and (b) the requisitions on the Renewal & Replacement Fund 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. P2020-10 – Delinquency Notice Processing Service
- Contract No. P2020-11 – Trash Removal/Recycle/Disposal
- Contract No. P2020-12 – Liquid Chlorine In One Ton Cylinder
- Contract No. P2020-13 – Liquid Caustic Soda

Contract No.  
P2020-10

Contract No.  
P2020-11

Contract No.  
P2020-12

Contract No.  
P2020-13

Mr. Mullen stated that the above contract advertisements were 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. Pisani, and unanimously carried to advertise all of the above contracts.

AWARD OF CONTRACTS:

- Contract No. P2020-09 – Unleaded Gasoline And Diesel Fuel With Tracking System. Mr. Boland stated that the lone bidder was PHL Gas Convenience LLC with a bid amount of \$64,902.00 and was in full compliance with DELCORA's requirements.

It was moved by Mr. Mullen, seconded by Mr. Lucas, and unanimously carried to award Contract No. P2020-09 to PHL Gas Convenience LLC in the amount of \$64,902.00.

RESCIND AWARD TO LOWEST BIDDER AND REQUEST TO RE-BID: (RATIFICATION OF ACTION):

- Contract No. P2020-06 – Janitorial Services (Rescind Award to Golden, Inc. Due To Default). Mr. Mullen stated that this item was discussed and approved at the Operations and Engineering Committee meeting.

Mr. Matlawski stated that this contract was awarded to the lowest bidder, Golden, Inc., however, the company could not produce the required documentation nor could they provide the full staffing requirements at the time the contract was to begin. He recommended that the Board re-bid this contract.

It was moved by Mr. Pisani, seconded by Mr. Lucas, and unanimously carried to ratify the action of the Operations and Engineering Committee to rescind the award of Contract No. P2020-06 to Golden, Inc. in the amount of \$18,800.00, and to approve the re-advertisement and re-bid of this contract.

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

NEW BUSINESS:

1. Authorization for Professional Services: (Capital Funds)

A. GHD, Inc. – Proposal Dated August 25, 2020 – For Professional Engineering Services For Out Of Scope Technical Support For Incineration Systems, Stack Test Coordinator For 2020 Stack Testing, And Incinerator Operator Training For The Solids Handling Upgrade Project – Total Additional Amount Not To Exceed \$62,589.67 (Capital Funds). Mr. Mullen 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.

AWARD OF CONTRACTS

Contract No.  
P2020-09  
Unleaded  
Gas/Diesel Fuel

RESCIND AWARD

Contract No.  
P2020-06  
Janitorial Services

OLD BUSINESS

NEW BUSINESS

Authorization for  
Professional  
Services

GHD  
2020 Stack Testing  
& Incinerator  
Operator Training

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to approve GHD, Inc.'s proposal dated August 25, 2020, for a total amount not to exceed \$62,589.67.

B. Greeley And Hansen – Proposal Dated November 16, 2020 – For Professional Engineering Services To Draft And Submit The LTCP Semi-Annual Reports No. 11 And 12 Per The Consent Order (Task Order No. 9) – Total Amount Not To Exceed \$9,000.00 (Capital Funds). Mr. Mullen stated that this item was not previously discussed at the Operations and Engineering Committee meeting and was added to the agenda. Mr. Hurst stated that this proposal is for Greeley and Hansen to prepare and submit the semi-annual reports in 2021 as required by the Consent Decree. It was the consensus of the Board to approve.

Greeley & Hansen  
Prepare/Submit  
LTCP Semi-Annual  
Reports 11 & 12

It was moved by Mr. Mullen, seconded by Ms. Sage, and unanimously carried to approve Greeley and Hansen's proposal dated November 16, 2020, for a total amount not to exceed \$9,000.00.

2. Authorization for Professional Services: (Operating Funds)

Authorization for  
Professional  
Services

A. Weston Solutions, Inc. – Proposal Dated November 2, 2020 – For Professional General Engineering Services – Total Amount Not To Exceed \$30,000.00 (Operating Funds). Mr. Mullen 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.

Weston  
General  
Engineering

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to approve Weston Solutions, Inc.'s proposal dated November 2, 2020, for a total amount not to exceed \$30,000.00.

B. Trinity Consultants – Proposal Dated October 26, 2020 – For Professional Services To Provide Assistance In Preparing A Plantwide Applicability Limit (PAL) Renewal Application – Total Amount Not To Exceed \$17,900.00 (Operating Funds). Mr. Mullen stated that this item was not previously discussed at the Operations and Engineering Committee meeting and was added to the agenda. Mr. Hurst stated that this proposal is for Trinity Consultants to prepare and submit the renewal application for the Plantwide Applicability Limit (PAL) permit in February 2021. The permit expires in August 2021. It was the consensus of the Board to approve.

Trinity Consultants  
Prepare PAL  
Renewal  
Application

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to approve Trinity Consultants' proposal dated October 26, 2020, for a total amount not to exceed \$17,900.00.

3. Authorization To Purchase:

Authorization to  
Purchase

- New Cisco Routers (Upgrade) With A 36-Month Support Plan – Total Amount Not To Exceed \$33,500.00 (Capital Funds). Mr. Mullen 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.

Cisco Routers

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to approve the purchase of New Cisco Routers (Upgrade) with a 36-Month Support Plan for a total amount not to exceed \$33,500.00.

- Thirty-Five Various Types Of Flow Meters To Be Purchased Through The PA CO-STARs Contract From Vendors Listed In The PA CO-STARs Contract – Total Amount Not To Exceed \$70,500.00 (Capital Funds).

Thirty-Five Flow  
Meters

<u>Meter Type</u>	
FloWav	15 Meters @ \$1,800.00 = \$27,000.00
Stingray	10 Meters @ \$1,100.00 = \$11,000.00
Hach Sensors	5 Meters @ \$2,000.00 = \$10,000.00
Isco Meter Set	5 Meters @ \$4,500.00 = <u>\$22,500.00</u>
	Total \$70,500.00

Mr. Boland stated that this item was not previously discussed at the Operations and Engineering Committee meeting and was added to the agenda. Mr. DiSantis explained that this purchase item replaces the CSL Services' proposal that was on the Operations and Engineering agenda for a not-to-exceed amount of \$70,500.00. CSL Services does not provide equipment but does oversee the metering program. The metering equipment will be purchased from various vendors through the PA CO-STARs contract. It was the consensus of the Board to approve this purchase.

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to approve the purchase of Thirty-Five Various Types of Flow Meters to be purchased through the PA CO-STARs Contract from Vendors listed in the PA CO-STARs Contract for a total amount not to exceed \$70,500.00.

4. 2021 DELCORA Budget Approval. Mr. Knapp stated that this item was previously discussed at the Finance Committee meeting and at today's Executive Session. It was the consensus of the Board to approve.

2021 Budget  
Approval

It was moved by Mr. Knapp, seconded by Mr. Lucas, and unanimously carried to approve DELCORA's 2021 Budget.

Mr. Willert stated that the 2021 Budget includes an average rate increase of 10% and that an additional \$700,000 will be contributed to the Customer Assistance Program.

Mr. Boland and Mr. Willert thanked the Board and Staff for their diligent efforts in finalizing the 2021 Budget.

5. Leitzell & Economidis, PC – Contingent Approval As Auditor For Year 2020 And Preliminary Work In December 2020. Mr. Boland stated that this item was discussed at the Finance Committee meeting and it was the consensus of the committee to recommend Board approval.

Leitzell &  
Economides -  
Auditor for Year  
2020

It was moved by Mr. Boland, seconded by Mr. Knapp, and unanimously carried to approve the interim appointment of Leitzell & Economides, PC as Auditor for FY 2020.

EXECUTIVE SESSION. There was a brief Executive Session held prior to today's meeting.

EXECUTIVE  
SESSION

Prior to adjournment, Mr. Pileggi noted that the 2021 rate resolutions will be placed on the December Board agenda for approval.

ADJOURNMENT: It was moved by Mr. Lucas, seconded by Mr. Knapp, and unanimously carried to adjourn the meeting at 3:55 P.M.

ADJOURNMENT

ATTEST  
Secretary