

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

MINUTES

JULY 20, 2021 (VIRTUAL)

The Regular Meeting of the Delaware County Regional Water Quality Control Authority was held on Tuesday, July 20, 2021, at 3:30 P.M. The meeting was held virtually via Zoom.com. REGULAR MEETING

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

Messrs. DiSantis, Hurst, Lehman, Lenton, McNichol, Pileggi, Willert, and Mesdames Amadio, Bonnett, Caulk, and Fitzgerald, were also present.

Mr. Lucas, 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

Prior to the meeting, Mr. Hurst introduced Irene Fitzgerald, DELCORA's Environmental Programs Manager. Mr. Willert announced that at the Pennsylvania Water Environment Association (PWEA) Annual Conference held last month in the Poconos, two DELCORA employees received awards. Irene Fitzgerald received the *Industrial Waste Excellence Award*. This PWEA award recognizes outstanding performance by industry in the area of industrial waste management in Pennsylvania. Irene received this award in consideration of her work in wastewater or hazardous/solid waste facility design, research and/or operations as they relate to protection of surface and groundwater within Pennsylvania. Continuing, Mr. Willert announced that Charlie Hurst, Director of Engineering, received the *Utility Leadership Excellence Award*. This PWEA award recognizes an individual PWEA member (or employee of a corporate member) who is not a consultant and who has demonstrated leadership that had a positive impact on the operation of a utility. Charlie was recognized for his impact on service, function, and efficiency; and decisive action to effectively solve problems or PWEA AWARDS

improve services; and collaboration with other team members; and demonstration of integrity and high personal standards.

The Board and all those present congratulated Irene and Charlie on receiving these prestigious awards.

APPROVAL OF MINUTES: It was moved by Ms. Sage, seconded by Mr. Nagle, and unanimously carried that the minutes of the Regular Meeting of June 15, 2021 be approved as submitted.

APPROVAL
OF MINUTES

REPORTS:

REPORTS

1. COMMITTEES:

COMMITTEES

a. Human Resources and Administration. Mr. Monaghan stated that the Committee met on July 12, 2021. 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 July 12, 2021. There were no additions to the meeting minutes.

Strategic, Planning
& Goals

c. Operations and Engineering. Mr. Mullen stated that the Committee met on July 13, 2021. 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 July 14, 2021. 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. Pileggi reported that the Committee met on July 14, 2021. The fund is doing very well with a 16% return in 2020 and the funding ratio is 78%. Allocation remains the same at 70% in stocks and equities, and 30% in cash and bonds. There were no additions to the meeting minutes.

Pension

2. CHAIRMAN: Mr. Lucas had 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 was one addition to the written report. He noted that the T-28 Clarifier project will be going out for bid the first week of August and he will arrange a meeting with the O&E Subcommittee to provide more details on its impact to the 2022 Capital Plan.

DIRECTOR OF
ENGINEERING

5. DIRECTOR OF OPERATIONS & MAINTENANCE: Mr. DiSantis stated that there was one addition to the written report. He noted that last month, per the 2015 Consent Decree, we received a Stipulated

DIRECTOR OF
OPERATIONS &
MAINTENANCE

Penalty Demand from the USEPA in the amount of \$549,000 for CSO/SSO overflows. We were able to negotiate that penalty amount down to \$375,000 due to the fact that many of the cited overflows were force majeure events that were well out of our control. Those events were eliminated and the penalty was reduced accordingly.

6. SOLICITOR: Mr. McNichol 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. At this time, he also provided an update to the Customer Assistance Program. There are two programs. One program was initiated in 2019 in partnership with the Community Action Agency receiving and reviewing applications. There are 57 participants in that program with \$17,000 in grant monies provided. The other program was initiated in May 2020 in response to the COVID virus pandemic restrictions. There are 58 participants in that program with \$29,000 in grant monies provided. He also stated that notices are posted quarterly to the doors of delinquent accounts reminding them that there is help available if they can't pay their bill. 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 June 2021.

It was moved by Mr. Knapp, seconded by Ms. Sage, and unanimously carried that the statement and the list of bills in the amount of \$4,132,134.08 for the month of June 2021 contained in the Chief Financial Officer 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. P2020-01 – Lawn Mowing & Maintenance – Change Order No.1 – Final – Increase In Contract Amount Of \$3,665.00 With No Increase In Contract Time – Adjustment To Contract Price Due To Lawn Maintenance At Existing And Newly Acquired (Springhill Farm) Stations (Deerfield Mowing And Property Maintenance): Mr. Mullen 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. Contract No.
P2020-01
Lawn Maintenance
CO #1

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve the above contract change order.

- Contract No. TC-2001-C – Annual Incinerator Maintenance & Emergency Repairs – Change Order No. 1 – Increase In Contract Amount Of \$341,067.46 For The Purchase Of Two New Continuous Emissions Monitoring Systems Including Their Installation And Start Up, And The Removal Of The Existing Two Continuous Emissions Monitoring System – No Increase In Contract Time (Industrial Furnace Company, Inc.): Mr. Mullen 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.

Contract No.
TC-2001-C
Annual Incinerator
Maintenance
CO #1

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve the above contract change order.

3. CONTRACT CLOSEOUT AND FINAL PAYMENT APPROVAL:

CONTRACT
CLOSEOUT

- Contract No. SC-1710-C – Chester Creek East & West Interceptor Pipe Grouting – Part B – East (Video Pipe Services): 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.

Contract No.
SC-1710-C –Chester
Creek Interceptor
Pipe Grouting
Part B-East

It was moved by Mr. Mullen, seconded by Mr. Nagle, and unanimously carried to approve the above contract closeout and final payment.

4. PAYMENT OF BILLS:

PAYMENT OF
BILLS

It was moved by Mr. Knapp, seconded by Mr. Monaghan, 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 \$2,480,642.96 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. P2021-05 – Replacement Belts For A Belt Filter Press/Gravity Belt Thickeners: Mr. Mullen stated that this contract advertisement was discussed at the Operations and Engineering Committee meeting, and it was the consensus of the committee to recommend Board approval.

Contract No.
P2021-05
Replacement Belts

It was moved by Mr. Mullen, seconded by Mr. Monaghan, and unanimously carried to advertise the above contract.

AWARD OF CONTRACTS: Mr. Lucas stated that there were no Contract Awards at this time.

AWARD OF
CONTRACTS

OLD BUSINESS: Mr. Lucas 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 (Capital)

A. Buchanan Public Relations, LLC – Proposal Dated July 1, 2021 – For Professional Services For Public Relations And Communications Support – Total Additional Amount Not To Exceed \$65,000.00 (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.

Buchanan PR
Public Relations-
Addtnl. Svcs.

It was moved by Mr. Mullen, seconded by Mr. Monaghan, and unanimously carried to approve the Professional Services proposal from Buchanan Public Relations, LLC.

B. ERM – Proposal Dated July 12, 2021 – For Professional Engineering Services For Townsend Street Outfall Additional Easement Review – Total Amount Not To Exceed \$42,995.00 (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.

ERM
Addtnl. Easement
Review –
Townsend St.
Outfall

It was moved by Mr. Mullen, seconded by Mr. Monaghan, and unanimously carried to approve the Professional Services proposal from ERM.

2. Authorization for Professional Services: (Operating Funds)

Authorization for
Professional
Services (Operating)

Mr. Lucas stated that there were no Authorizations for Professional Services using Operating Funds at this time.

3. Resolution No. 2021-06 – Resolution Authorizing The Acquisition Of Fee Simple Title To The Properties Identified As Delaware County Folio Numbers 38-06-00908-00 And 38-06-00501-00 By Condemnation Or Deed In Lieu Of Condemnation And The Payment Of Just Compensation In Conjunction With The Wastewater Tunnel Project: 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.

Res. No.
2021-06

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to adopt Resolution 2021-06.

4. Resolution No. 2021-07 – Resolution Authorizing Order Of Application Of Partial / Installment Payments Of Delinquent Accounts: Mr. Knapp stated that this item was discussed at the Finance Committee meeting, and it was the consensus of the committee to recommend Board approval.

Res. No.
2021-07

It was moved by Mr. Knapp, seconded by Mr. Nagle, and unanimously carried to adopt Resolution 2021-07.

5. Customer Assistance Program Update: The update on the Customer Assistance Program was provided by Mr. Pileggi earlier in the agenda.

Customer Assistance
Program Update

6. Approval to Re-institute the Delinquent Accounts Policy To Pre-Pandemic Status: Mr. Pileggi requested that a formal policy be drafted in the form of a resolution that will define the Authority's course of action regarding Delinquent Accounts. Following discussion, it was the consensus of the Board that the resolution be created and that it be placed on the August Finance Committee agenda for consideration.

Reinstitute
Pre-Pandemic
Delinquent Accounts
Policy

7. Authorization To Purchase:

Authorization to
Purchase

• A Replacement Variable Frequency Drive (VFD) For The Chester Pump Station From DRV, Inc. Through The PA-COSTARS Contract For A Total Amount Not To Exceed \$56,000.00 (Capital Funds): Mr. Mullen stated that this Authorization to Purchase was added to the agenda and not previously discussed at the Operations and Engineering Committee meeting. Mr. DiSantis stated that there was a variable frequency drive failure on one of the three pumps at the Chester Pump Station (CPS) requiring this unit to be purchased. The actual cost will be approximately \$46,000 through the PA COSTARS contract with a lead time of five to six weeks. This is an installed spare so the pump can be activated immediately in case of a problem with one of the other pumps at the CPS.

Replacement VFD
for CPS

It was moved by Mr. Mullen, seconded by Mr. Pisani, and unanimously carried to approve the purchase listed above through the PA-COSTARS Contract for a total amount not to exceed \$56,000.00.

EXECUTIVE SESSION: There was a brief Executive Session held prior to the Board meeting. EXECUTIVE SESSION

ADJOURNMENT: It was moved by Mr. Nagle, seconded by Mr. Monaghan, and unanimously carried to adjourn the meeting at 4:00 P.M. ADJOURNMENT

ATTEST
Secretary