

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

MINUTES

NOVEMBER 16, 2021 (VIRTUAL)

The Regular Meeting of the Delaware County Regional Water Quality Control Authority was held on Tuesday, November 16, 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, McNichol, Pileggi, Willert, and Mesdames Amadio, Bonnett, Byrd, Caulk, and Cummings, were also present.

PUBLIC ATTENDANCE: The following was present: Mr. Jim McLaughlin of the Delaware County Solid Waste Authority. There were no other members of the public present. PUBLIC ATTENDANCE

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: Mr. Lucas stated that there were no public comments or questions submitted. PUBLIC

APPROVAL OF MINUTES: It was moved by Ms. Sage, seconded by Ms. Nichols, and unanimously carried that the minutes of the Regular Meeting of October 19, 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 November 8, 2021. He noted one item requiring Board action would be considered later in the agenda. 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 8, 2021. She noted one item requiring Board action would be considered later in the agenda. There were no additions to the meeting minutes. Strategic, Planning & Goals

c. Operations and Engineering. Mr. Mullen stated that the Committee met on November 9, 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 November 10, 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. Lucas stated that there was no formal meeting of the Pension Committee and had nothing to report at this time.

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 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 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 2021.

It was moved by Mr. Knapp, seconded by Mr. Monaghan, and unanimously carried that the statement and the list of bills in the amount of \$3,278,407.41 for the month of October 2021 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. Lucas 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-1901-CO – Annual Furnishing Equipment, Labor And Supervision For Sewer Maintenance Repairs & Other Construction Related Projects (A. J. Jurich). 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.
SEW-1901-CO

It was moved by Mr. Mullen, seconded by Mr. Monaghan, and unanimously carried to approve the contract closeout and final payment of Contract No. SEW-1901-CO – Annual Furnishing Equipment, Labor And Supervision For Sewer Maintenance Repairs & Other Construction Related Projects (A. J. Jurich).

• Contract No. TC-2005-C – DELCORA Roof Replacement Project (Paneko Construction, Inc.). 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.
TC-2005-C

It was moved by Mr. Mullen, seconded by Mr. Nagle, and unanimously carried to approve the contract closeout and final payment of Contract No. TC-2005-C – DELCORA Roof Replacement Project (Paneko Construction, Inc.).

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 \$1,849,951.18 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. P2021-12 – Residential Delinquent Notice Posting Service

Contract No.
P2021-12

Mr. Pileggi stated that this contract engages the services of an outside company to post delinquent notices on doors including information on the Customer Assistance Program.

Mr. Lucas 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.

It was moved by Ms. Nichols, seconded by Mr. Pisani, and unanimously carried to advertise the above contract.

AWARD OF CONTRACTS:

AWARD OF
CONTRACTS

• Contract No. P2021-08 – Dispensing Of Unleaded Gasoline And Diesel Fuel With Tracking System: Mr. Mullen stated that PHL Gas Convenience, Inc. was the lone bidder with a bid amount of \$112,716.00 and was in full compliance with DELCORA's requirements.

Contract No.
P2021-08
Unleaded Gas With
Tracking System

It was moved by Mr. Mullen, seconded by Ms. Nichols, and unanimously carried to award Contract No. P2021-08 to PHL Gas Convenience, Inc. in the amount of \$112,716.00.

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. Corrosion Probe, Inc. – Proposal Dated October 22, 2021 – For Professional Services For On-Call Consulting, Inspection, And Engineering Services For Issues Including Corrosion And Chemical Attack Of Structures, Equipment, And Piping – Total Amount Not To Exceed \$42,000.00 (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.

Corrosion Probe
On-Call Services

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve Corrosion Probe, Inc.'s proposal dated October 22, 2021, for a total amount not to exceed \$42,000.00.

B. D'Huy Engineering, Inc. – Proposal Dated November 8, 2021 – For Professional Engineering Services To Provide Additional Construction Management Services For The WRTP Plant Upgrades 2020 Project, And The T-28 Construction And PS-5 Modifications Project To Extend Full Time Onsite Coverage Until July 2023 – Total Additional Amount Not To Exceed \$488,300.00 (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.

D'Huy Eng.
Addtnl. Constrctn.
Mngmnt. Svcs.

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve D'Huy Engineering, Inc.'s proposal dated November 8, 2021, for a total additional amount not to exceed \$488,300.00.

C. D'Huy Engineering, Inc. – Proposal Dated November 8, 2021 – For Construction Administration Services In Support Of Both The DELCORA WRTP Plant Upgrades 2020 Project, And The T-28 Construction And PS-5 Modifications Project – Total Additional Amount Not To Exceed \$140,000.00 (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.

D'Huy Eng.
Addtnl. Constrctn.
Admin. Svcs.

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve D'Huy Engineering, Inc.'s proposal dated November 8, 2021, for a total additional amount not to exceed \$140,000.00.

D. D'Huy Engineering, Inc. – Proposal Dated November 8, 2021 – For Professional Engineering Services For Additional ESA Program Services – Total Additional Amount Not To Exceed \$500,000.00 (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.

D'Huy Eng.
Addtnl. ESA
Program Svcs.

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve D'Huy Engineering, Inc.'s proposal dated November 8, 2021, for a total additional amount not to exceed \$500,000.00.

E. Gannett Fleming – Proposal Dated November 2, 2021 – For Professional Engineering Services To Provide Additional Scope Of Services Under The Sludge Cake Pump No. 3 Modifications Project (Amendment No. 4) – Total Additional Amount Not To Exceed \$168,600.00 (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.

Gannett Fleming
Addtnl. Svcs.
Sludge Cake Pump
#3 Modifications
(Amendment #4)

It was moved by Mr. Mullen, seconded by Mr. Knapp, and unanimously carried to approve Gannett Fleming's proposal dated November 2, 2021, for a total additional amount not to exceed \$168,600.00.

F. Scheffler Condition Monitoring Solutions And Services – Proposal Dated October 27, 2021 – For Professional Services To Provide And Install Vibration Monitoring System – Total Amount Not To Exceed \$14,976.00 (Capital Funds). Mr. Mullen stated that this item was

Scheffler
Vibration Monitoring
System

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. Knapp, and unanimously carried to approve Scheffler Condition Monitoring Solutions And Services' proposal dated October 27, 2021, for a total amount not to exceed \$14,976.00.

2. Authorization for Professional Services: (Operating Funds) Authorization for Professional Services (Operating)

A. EVE Automation LLC – Proposal Dated October 25, 2021 – For Professional IT Services To Provide On-Call Assistance With The Help Desk And Other Automation IT Issues – For The Amount Of \$47.50 Per Hour On An As-Needed Basis (Operating Funds). Ms. Sage stated that the above item was discussed at the Strategic Planning and Goals Committee meeting, and it was the consensus of the committee to recommend Board approval. EVE Automation On-Call IT Svcs.

It was moved by Ms. Sage, seconded by Mr. Nagle, and unanimously carried to approve EVE Automation LLC's proposal dated October 25, 2021 for an amount of \$47.50 per hour on an as-needed basis.

3. Resolution No. 2021-13 – Adoption Of Resolution Amending DELCORA By-Laws. Mr. Lucas stated that this item was previously discussed at the Human Resources and Administration Committee, and it was the consensus of the Board to approve. Mr. McNichol briefly noted the changes made to the By-Laws by adoption of this resolution: 1) it allows phone participation to establish a quorum, 2) it codifies that the most recent version of Robert's Rules of Order applies to the meetings, and 3) provides additional protections for liability and indemnification for Board members. Resolution No. 2021-13

It was moved by Mr. Pisani, seconded by Ms. Sage, and unanimously carried to adopt Resolution No. 2021-13. The full Board signed the resolution.

4. 2022 DELCORA Budget Approval. Mr. Knapp stated that this item was previously discussed at the Finance Committee meeting and it was consensus of the committee to recommend Board approval. 2022 Budget Approval

It was moved by Mr. Knapp, seconded by Ms. Sage, and unanimously carried to approve DELCORA's 2022 Budget.

5. Rate Resolutions – Adoption Of Rate Resolutions For Establishing Sewer Service For The Year 2022

Rate Resolutions
for Establishing
Sewer Service
Rates for 2022

- Rate Resolution 2021-15 - For Chester City Users
- Rate Resolution 2021-16 - For Upland Borough Users
- Rate Resolution 2021-17 - For Parkside Borough Users
- Rate Resolution 2021-18 - For Chester Township Users
- Rate Resolution 2021-19 - For Trainer Borough Users
- Rate Resolution 2021-20 - For Marcus Hook Borough Users
- Rate Resolution 2021-21 - For Western Wholesale Users
- Rate Resolution 2021-22 - For EDU Wholesale Users
- Rate Resolution 2021-23 - For Retail Industrial Users
- Rate Resolution 2021-24 - For Wholesale Industrial Users
- Rate Resolution 2021-25 - For Eastern Wholesale Users
- Rate Resolution 2021-26 - For Pocopson-Riverside-Chadds Ford Users
- Rate Resolution 2021-27 - For Pocopson-Preserve-Chadds Ford Users
- Rate Resolution 2021-28 - For Rose Valley Borough Users
- Rate Resolution 2021-29 - For Edgmont Township Users
- Rate Resolution 2021-30 - For SWDCMA Users
- Rate Resolution 2021-31 - For Middletown Twp. Sewer Authority Users
- Rate Resolution 2021-32 - For Springhill Farms WWTF Users

A copy of the above rate resolutions was provided to all Board members for their review.

In response to a question from Ms. Nichols, Mr. Pileggi stated that the rate for the Darby Creek Joint Authority is included in the Eastern Wholesale Users rate class, which also includes the Central Delaware County Authority and the Muckinipates Authority.

Mr. Knapp stated that the 2022 rate resolutions were discussed at the Finance Committee meeting and it was the consensus of the committee to recommend Board approval.

It was moved by Mr. Knapp, seconded by Ms. Nichols, and unanimously carried to adopt the rate resolutions above, en masse, for establishing sewer service rates for the year 2022.

6. Leitzell & Economidis, PC – Approval As Auditor For Year 2021 Due To Preliminary Work In December 2021 (fee: \$37,100.00). 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.

Leitzell &
Economides -
Auditor for Year
2021

It was moved by Mr. Knapp, seconded by Mr. Nagle, and unanimously carried that the proposal of Leitzell & Economidis, PC dated November 3, 2021, be accepted and that this firm be engaged to audit the financial statements of the Authority as of and for the year ended December 31, 2021, for a fee not to exceed \$37,100.00.

EXECUTIVE SESSION: There was a brief Executive Session to discuss a personnel issue. EXECUTIVE SESSION

ADJOURNMENT: It was moved by Mr. Knapp, seconded by Mr. Mullen, and unanimously carried to adjourn the meeting at 3:45 P.M. ADJOURNMENT

ATTEST
Secretary