

MINUTES

HUMAN RESOURCES AND ADMINISTRATION COMMITTEE MEETING

JANUARY 9, 2023 (VIRTUAL)

Attendants: Messrs. Cherico, Garner, Kern, Knapp, Lenton, Monaghan, Moss, Mullen, Nagle, Willert, Mesdames. Amadio, Billings, Bonnett, Byrd, Caulk, Cummings, Jackson, Nichols, and Sage.

The following were present: Mike Ewall and S. Vinci. There were no other members of the public present.

1. ROLL CALL: Nine members of the DELCORA Board of Directors were present constituting a quorum.

2. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all parties present.

3. DIRECTOR OF HUMAN RESOURCES REPORT: The report was provided for the Committee's information. Mrs. Amadio reported that Open enrollment began and continued through the month of December. She also reported that salary increases were prepared based on the 2023 budget as well as the CBA. Lastly, Mrs. Amadio reported a few COVID-19 cases due to the holiday season but we were able to maintain a clean work environment as well as continue to practice social distancing. Mrs. Amadio had no additions or changes to the written report. The Committee had no questions or comments on the report.

4. ADMINISTRATION REPORT: Ms. Bonnett stated that the report lists the items that the Admin team worked on during the last four weeks. Under Public Works Contracts, there were two contracts, the Annual Paving Restoration Services and the Townsend Street CSO #5 Partial Separation project, that have been out for bid. The bid documents were sent electronically and the bid openings are tomorrow. She noted that there was a third addendum for the Townsend Street project not listed on the report that was done after she completed her report. She also stated that the 2023 meetings schedule approved by the Board was advertised in the paper in late December, the schedule was placed on the website, and all meeting dates were entered on the Authority and Board Room calendars. The remainder of the report lists the other routine items sent by Engineering, Operations and Pretreatment that the Admin team finalized and processed. Ms. Bonnett had no additions or changes to her written report. The Committee had no questions or comments to the written report.

5. EXECUTIVE SESSION: There was no Executive Session.

6. ADJOURNMENT: It was moved by Mr. Moss, seconded by Mr. Nagle, and unanimously carried to adjourn the meeting at 3:35 PM.