

**DELAWARE COUNTY REGIONAL
WATER QUALITY CONTROL AUTHORITY
100 EAST FIFTH STREET
POST OFFICE BOX 999
CHESTER, PENNSYLVANIA 19016**

REGULAR MEETING

**DECEMBER 19, 2023
(ON-SITE WITH VIRTUAL OPTION)**

PRESIDING: _____

CALL TO ORDER: _____

ROLL CALL:

Board Members

Ms. Billings
Mr. Kern
Mr. Knapp
Mr. Monaghan
Mr. Mullen
Mr. Moss
Mr. Nagle
Ms. Nichols
Ms. Sage

Advisors and Staff

Mr. Rice	Mr. Willert
Mr. Lehman	Mr. DiSantis
	Mr. Hurst
	Mr. Lenton
	Mr. Cherico
	Mr. Garner

PLEDGE OF ALLEGIANCE

ORDER OF BUSINESS

COMMENTS FROM THE PUBLIC:

APPROVAL OF MINUTES:

Moved by _____, seconded by _____
that the minutes of the Regular Meeting of November 21, 2023, be approved as submitted.

REPORTS:

1. Committees
 - a) Human Resources & Administration
 - b) Strategic Planning & Goals
 - c) Operations & Engineering
 - d) Finance
 - e) Pension
 - f) Legal Liaison
2. Chairman

3. Executive Director
4. Director of Engineering
5. Director of Operations & Maintenance
6. Solicitor
7. Other

OPERATING FUND PAYMENTS:

1. Chief Financial Officer Report
2. Payment of Bills

Approval of Operating Statement, Statement of Fund Balances and List of Bills for the month of November 2023.

Moved by _____, seconded by _____, that the statement and the list of bills in the amount of \$4,106,278.80 for the month of November 2023 contained in the Chief Financial Officer report be approved.

CONSTRUCTION FUND PAYMENTS:

1. Engineering Advisor's Report
2. Change Orders:
 - Contract No. TC-2009-C – T-28 Construction & PS-5 Modifications – Contract A-General – Change Order No. 2 – Decrease In Contract Amount Of \$10,703.00 To Close Out Contract (Allan Myers)
 - Contract No. TC-2009-C – T-28 Construction & PS-5 Modifications – Contract D-Electrical – Change Order No. 1 – Decrease In Contract Amount Of \$35,000.00 To Close Out Contract (Philips Brothers Electrical)
 - Contract No. TC-2303-C – B-3 UPS Installation – Change Order No. 2 – Increase In Contract Amount Due To Enlargement Of Concrete Pad And New Location, And Installation Of 29 Helical Piles For Support – Increase In The Amount Of \$236,847.00 (SJ Thomas)
 - Contract No. SEW-2203-CO – Sewer Maintenance, Repairs & Other Construction Related Projects – Change Order No. 1 – Increase In Contract Amount For Additional Funding For Various Repairs And Projects – Increase In The Amount Of \$600,000.00 (A. J. Jurich)
3. Contract Closeout and Final Payment Approval:
 - Contract No. TC-2009-C – T-28 Construction & PS-5 Modifications – Contract A – General (Allan Myers)
 - Contract No. TC-2009-C – T-28 Construction & PS-5 Modifications – Contract D-Electrical (Philips Brothers Electrical)

4. Payment of Bills:

Moved by _____, seconded by _____ 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 \$1,978,246.47 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:

- Contract No. P2024-01 – Replacement Belts For A Belt Filter Press
- Contract No. P2024-02 – ENDIMAL (Odor Control)

AWARD OF CONTRACTS:

- None at this time.

AWARD OF PENNBID ELECTRONIC BIDDING:

- Contract No. P2023-08 – Liquid Chlorine in One Ton Cylinders
- Contract No. P2023-09 – Liquid Caustic Soda
- Contract No. P2023-10 – Phosphoric Acid 85%

OLD BUSINESS: None at this time.

NEW BUSINESS:

1. Authorization for Professional Services: (Capital Funds)

A. None at this time.

2. Authorization for Professional Services: (Operating Funds)

- A. GE Digital – Proposal Dated December 5, 2023 – For Professional Services For Global Care Renewal For The SCADA System For 2024 (GE Digital Is Now Sole Source Provider For Their Software) – Total Amount Not To Exceed \$23,160.03 (Operating Funds)
- B. Smith Instrument Company, Inc. – Proposal Dated December 6, 2023 – For Professional Services To Perform The 2024 Quarterly Flow Meter Calibrations/Verifications – Total Amount Not To Exceed \$30,000.00 (Operating Funds)
- C. Material Matters, Inc. – Proposal Dated December 7, 2023 – For Professional Engineering Services To Provide General Support And Advice – Total Amount Not To Exceed \$10,000.00 (Operating Funds)

3. Approval Of The Health Insurance Caps For 2024:

- Monthly Caps On Authority Contribution For Medical And Dental Premiums For 2024:

• Single	\$ 857.82
• Parent/Child	\$1,529.81
• Parent/Children	\$1,529.81
• Husband/Wife	\$1,973.73
• Family	\$2,610.67

4. Approval Of The 2024 Committee and Board Meetings Schedule and Authority To Advertise

5. Approval of the 2024 Holiday Schedule

6. Appointments Of Advisors For 2024:

- Auditor (Leitzell & Economidis, PC) [fee: \$39,000] – No Action-Approved in November
- Pension Advisors
 - > CBIZ Investment Advisory Services, LLC Continues As Investment Advisor [CBIZ fee as Fiduciary Investment Manager for the Defined Benefit Pension Plan is .30% of assets]
 - > CBIZ Benefits & Insurance Services Continues To Provide Actuarial Services [2024 fee: \$26,500 for recurring services billable quarterly plus \$450 for pension benefit calculations]
- Financial Advisor (Public Financial Management, Inc.) [fee: \$35,000-\$45,000 for each bond issue]
- Solicitor (John Rice of Grim, Biehn & Thatcher [fee: Partners \$225/hr.; Associate Attorneys \$200/hr.])
- Engineering Advisor (Weston Solutions, Inc.) [annual fee: \$10,000]

7. Authorization To Purchase:

- Liberty Door Systems – Quote #25438 Dated November 21, 2023 – For The Purchase And Installation Of Three (3) FRP Doors At The WRTP Through The PA COSTARS Contract #008-E22-808 – Total Amount Not To Exceed \$29,607.59 (Capital Funds)
- Intercon Truck Equipment, Inc. – Quote #0109951 Dated December 5, 2023 – For The Purchase And Installation Of One Galion 201 Stainless Steel Dump Body Model 433U With Rear Tire Splash Shields And Strobe Lights In Cab Through The PA COSTARS Contract #025-E22-394 – Total Amount Not To Exceed \$43,643.00 (Capital Funds)
- Iron Horse Environmental – Quote #23-1213-RM Dated December 6, 2023 – For The Purchase Of One Complete Roots 68 URAI-DSL Blower Package With Enclosure Through The PA COSTARS Contract #016-E22-258 – Total Amount Not To Exceed \$32,831.00 (Capital Funds) (added to agenda)

8. Resolution No. 2023-11 – Authorizing The Disposition Of Purchasing Contracts And Purchase Orders Dated 2001 Through 2015

9. Rate Resolutions – Adoption Of Rate Resolutions For Establishing Sewer Service For The Year 2024
 - Rate Resolution 2023-12 - For Chester City Users
 - Rate Resolution 2023-13 - For Upland Borough Users
 - Rate Resolution 2023-14 - For Parkside Borough Users
 - Rate Resolution 2023-15 - For Chester Township Users
 - Rate Resolution 2023-16 - For Trainer Borough Users
 - Rate Resolution 2023-17 - For Marcus Hook Borough Users
 - Rate Resolution 2023-18 - For Western Wholesale Users
 - Rate Resolution 2023-19 - For EDU Wholesale Users
 - Rate Resolution 2023-20 - For Retail Industrial Users
 - Rate Resolution 2023-21 - For Wholesale Industrial Users
 - Rate Resolution 2023-22 - For Eastern Wholesale Users
 - Rate Resolution 2023-23 - For Pocopson-Riverside-Chadds Ford Users
 - Rate Resolution 2023-24 - For Pocopson-Preserve-Chadds Ford Users
 - Rate Resolution 2023-25 - For Rose Valley Borough Users
 - Rate Resolution 2023-26 - For Edgmont Township Users
 - Rate Resolution 2023-27 - For SWDCMA Users
 - Rate Resolution 2023-28 - For Middletown Twp. Sewer Authority Users
 - Rate Resolution 2023-29 - For Springhill Farms WWTF Users

EXECUTIVE SESSION

ADJOURNMENT: _____