

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

MINUTES

DECEMBER 17, 2024

The Regular Meeting of the Delaware County Regional Water Quality Control Authority was held on Tuesday, December 17, 2024, at 3:30 P.M. The meeting was held in the Board Room of the Administration Building at 100 East Fifth Street, Chester, Pennsylvania and virtually via Zoom.com.

REGULAR
MEETING

Messrs. Kern, Martin, Moss, Mullen, Nagle, Schuster, Mesdames Billings, Keffer, and Nichols Board Members, constituting a quorum were present.

ROLL CALL

Messrs. Cartafalsa, Cherico, DiSantis, Garner, Hurst, Lehman, Rice, Willert, Mesdames Amadio, Bonnett, Caulk, B. Garner, and Jackson were also present.

PUBLIC ATTENDANCE: Gregory Cary was present. No other members of the public were present.

PUBLIC
ATTENDANCE

Mr. Kern, Chairman, called the meeting to Order.

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

PLEDGE OF
ALLEGIANCE

ORDER OF BUSINESS

COMMENTS FROM THE PUBLIC: Mr. Kern stated that there were no comments or questions received from the public.

PUBLIC

APPROVAL OF MINUTES: It was moved by Mr. Martin, seconded by Ms. Keffer, and unanimously carried that the minutes of the Regular Meeting of November 19, 2024, be approved as submitted.

APPROVAL
OF MINUTES

REPORTS:

REPORTS

1. COMMITTEES:

COMMITTEES

a. Human Resources and Administration. Ms. Nichols stated that the Committee met on December 9, 2024. She noted items 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. Mr. Nagle stated that the Committee met on December 9, 2024. There were no additions to the meeting minutes.

Strategic, Planning
& Goals

- c. Operations and Engineering. Mr. Mullen stated that the Committee met on December 10, 2024. 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. Nagle stated that the Committee met on December 11, 2024. He noted one item requiring Board action would be considered later in the agenda. There were no additions to the meeting minutes. Finance
- e. Pension. Mr. Mullen stated that there was no formal meeting of the Pension Committee and had nothing to report at this time. Pension
- f. Legal Liaison. Ms. Billings stated that she had no report at this time but there will be an Executive Session to provide an update on the Chester bankruptcy. Legal Liaison
2. CHAIRMAN: Mr. Kern stated that at last Friday's Holiday Dinner, two employees were recognized for their 45 years of service, namely, Joe Centrone and Mike Warholic. He congratulated them and thanked them for their service. Also, Mr. Kern reminded the Board members to let him know about volunteering for positions on the Board or on any of the committees. Nominations and appointments will be made at the January Board meeting. CHAIRMAN
3. EXECUTIVE DIRECTOR: Mr. Willert stated that there were no additions to the written report. He thanked the Board, the Staff and all of the employees for their support and efforts during the year. He wished everyone a Merry Christmas and Happy New Year. EXECUTIVE DIRECTOR
4. DIRECTOR OF ENGINEERING: Mr. Hurst stated that there were no additions to the written report; however, he noted that another insurance check was received for the Rt. 420 line break (approx. \$30,000) which brings us closer to the \$500,000 limit. There are a few more items to work out on that claim. 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. Rice stated that he had nothing new to report at this time; however, he will be reporting on a few litigation and personnel matters in the Executive Session. SOLICITOR
- OPERATING FUND PAYMENTS: OPERATING FUND PAYMENTS
1. CHIEF FINANCIAL OFFICER REPORT: Mr. Cherico 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 November 2024.

It was moved by Mr. Nagle, seconded by Mr. Martin, and unanimously carried that the statement and the list of bills in the amount of \$4,428,473.73 for the month of November 2024 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: Mr. Kern 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-2203-CO – Annual Sewer Maintenance (A. J. Jurich).

Contract No.
SEW-2203-CO
Annual SM

Mr. Kern stated that the above contract close-out 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. Schuster, and unanimously carried to approve the above contract close-out and final payment.

- Contract No. TC-2201-C – Incinerator Maintenance/Repairs (IFCO) (added to agenda-close out documents received 12/10).

Contract No.
TC-2201-C
Incinerator
Maint./Repairs

Mr. Kern stated that the above contract close-out was not previously discussed at the Operations and Engineering Committee meeting.

It was the consensus of the Board to recommend approval.

It was moved by Mr. Mullen, seconded by Mr. Schuster, and unanimously carried to approve the above contract close-out and final payment.

4. PAYMENT OF BILLS:

PAYMENT OF
BILLS

It was moved by Ms. Billings, seconded by Mr. Schuster, 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 \$1,799,588.00 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. P2025-01 – Dewatered Solids Transportation, Stabilization And Beneficial Use/Disposal Services.
- Contract No. P2025-02 – Lawn Mowing And Maintenance Services.
- Contract No. P2025-03 – Janitorial Services.
- Contract No. P2025-04 – Polymer Flocculant – Dewatering Process.
- Contract No. P2025-05 – Polymer Flocculant For Sludge Thickening.

AUTHORIZATION
TO ADVERTISE
CONTRACTS

Contract No.
P2025-01

Contract No.
P2025-02

Contract No.
P2025-03

Contract No.
P2025-04

Contract No.
P2025-05

Mr. Kern 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. Nagle, seconded by Mr. Mullen, and unanimously carried to advertise the above contracts.

Ms. Nichols asked if all of these contracts will be advertised using PennBid, the electronic bidding service. Ms. Caulk responded that how these contracts will be bid is undetermined at this time. She will consult with the contract managers and department heads to determine how these will be put out for bid. She will provide an update to the Board in January.

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

AWARD OF
CONTRACTS

AWARD OF PENNBID ELECTRONIC BIDDING:

AWARD OF
PENNBID
ELECTRONIC
BIDDING

Mr. Kern stated that this bid was reviewed by the solicitor, and his comments and recommendations were received. The staff waived the minor discrepancies noted by the solicitor.

- Contract No. P2024-07 – Liquid Chlorine In One Ton Cylinder. Mr. Kern stated that one bid was received via the PennBid e-Procurement Program and that the lone bidder was Kuehne Chemical Company, Inc. with a total bid amount of \$689,100.00.

Contract No.
P2024-07
Liquid Chlorine

It was moved by Mr. Martin, seconded by Mr. Schuster, and unanimously carried to award Contract No. P2024-07 to Kuehne Chemical Company, Inc. in the amount of \$689,100.00.

OLD BUSINESS: Mr. Kern 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

A. CHA Solutions – Proposal Dated November 27, 2024 – For Professional Engineering Services For Design Services For DELCORA’s Combined Sewer Separation Of CSO Regulators 5, 7, And 8 Catchment Areas – Total Amount Not To Exceed \$1,895,000.00 (Capital Funds). Mr. Kern 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.

CHA Solutions
Design Services
CSOs 5-7-8
Separation

It was moved by Ms. Billings, seconded by Mr. Schuster, and unanimously carried to approve this Professional Services proposal.

In response to a question from Ms. Billings, Mr. Hurst stated that the outcome of this design will produce a set of plans that will lay pipes that will separate these three areas. This project aligns with our not yet approved Long Term Control Plan.

B. Remington & Vernick Engineers – Proposal Dated October 21, 2024 – For Professional Engineering Services For Additional Design And Inspection Scope Resulting From The PECO Conflicts Regarding The Townsend Street Combined Sewer Separation Project (Task Order No. 1) – Total Additional Amount Not To Exceed \$72,631.00 (Capital Funds) (New Total - \$197,203.00). Mr. Kern 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.

Remington-Vernick
Addtnl. Design
PECO Conflicts
Townsend Street
Swr. Separation

It was moved by Mr. Mullen, seconded by Mr. Martin, and unanimously carried to approve this Professional Services proposal.

2. Authorization for Professional Services: (Operating Funds)

Authorization for
Professional
Services

A. Chavond-Barry Engineering Corp. – Proposal Dated November 20, 2024 – For Professional Services To Conduct Incinerator Operator Training In 2025 – Total Amount Not To Exceed \$11,000.00 (Operating Funds). Mr. Kern 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.

Chavond-Barry
2025 Operator
Training

It was moved by Mr. Mullen, seconded by Ms. Keffer, and unanimously carried to approve this Professional Services proposal.

B. HRG, Inc. – Proposal Dated December 5, 2024 – Professional Engineering Services For The Preparation Of The 2024 Chapter 94 Wasteload Report For The Edgmont Township Collection And Conveyance System – Total Amount Not To Exceed \$3,800.00 (Operating Funds). Mr. Kern 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.

HRG
Prep of Edgmont
Twp. 2024 Ch. 94
Report

It was moved by Mr. Mullen, seconded by Mr. Martin, and unanimously carried to approve this Professional Services proposal.

C. Weston Solutions, Inc. – Proposal Dated December 4, 2024 – For Professional Engineering Services To Prepare DELCORA's Annual Chapter 94 Municipal Wasteload Management Reports For 2024 – Total Amount Not To Exceed \$34,000.00 (Operating Funds). Mr. Kern 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
Prep of 2024
Ch. 94 Report

It was moved by Ms. Nichols, seconded by Mr. Schuster, and unanimously carried to approve this Professional Services proposal.

D. Trinity Consultants – Proposal Dated December 9, 2024 – For Professional Services To Provide 2025 Title V Compliance And Reporting Assistance To DELCORA – Total Amount Not To Exceed \$36,600.00 (Operating Funds). Mr. Kern 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.

Trinity
2025 Title V
Compliance &
Reporting Assistance

It was moved by Ms. Billings, seconded by Mr. Mullen, and unanimously carried to approve this Professional Services proposal.

3. Approval Of The Health Insurance Caps For 2025:

Health Insurance
Caps for 2025

- Monthly Caps On Authority Contribution For Medical And Dental Premiums For 2025:
 - Single \$ 941.81
 - Parent/Child \$1,724.09
 - Parent/Children \$1,724.09
 - Husband/Wife \$2,196.86
 - Family \$2,775.54

Mr. Kern stated that this item was discussed at the Human Resources and Administration Committee meeting, and it was the consensus of the committee to recommend Board approval. Mr. Kern read aloud the above amounts for each category.

It was moved by Ms. Nichols, seconded by Mr. Martin, and unanimously carried to approve the Monthly Health Insurance Caps on the Authority Contribution for Medical and Dental Premiums for the year 2025, as listed above.

Ms. Keffer asked if vision is covered as well. Mr. DiSantis responded, 'yes', it is. Davis Vision is attached to the Keystone Health Plan East coverage.

4. Approval Of The 2025 Committee and Board Meetings Schedule and Authority To Advertise. Mr. Kern stated that this item was discussed at the Human Resources and Administration Committee meeting, and it was the consensus of the committee to recommend Board approval.

DELCORA
Committee and
Board Meetings
Schedule for 2025

It was moved by Ms. Billings, seconded by Ms. Nichols, and unanimously carried to approve the 2025 Committee and Board Meetings schedule and authorize advertisement of same.

5. Approval of the 2025 Holiday Schedule. Mr. Kern stated that this item was discussed at the Human Resources and Administration Committee meeting, and it was the consensus of the committee to recommend Board approval.

2025 Holiday
Schedule

It was moved by Ms. Nichols, seconded by Mr. Schuster, and unanimously carried to approve the 2025 Holiday Schedule.

6. Authorization To Purchase:

Authorization to
Purchase

- S. J. Thomas Company, Inc. – Proposal Dated November 12, 2024 (Job Order No. 136043.00) – For Purchase Of Labor And Materials For Facility Services And Lateral Modifications Related To NPDES Permit And Draft LTCP Prescribed Municipal I&I

S. J. Thomas
Municipal I&I
Phase 2

Engagement At Various Locations Through The Keystone Purchasing Network (Municipal Inflow Reduction-Phase 2) – Total Amount Not To Exceed \$5,185,621.10 (Capital Funds). Mr. Kern 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.

Mr. Kern stated that this is our Municipal Lateral Replacement program and we are using a cooperative purchase program which is the Keystone Purchasing Network (KPN) wherein all prices have already been bid and it complies with all State procurement requirements. An outside firm was engaged to verify that the unit prices are competitive and valid. Mr. Hurst added that since the time this program first started, these prices have remained consistent.

It was moved by Mr. Martin, seconded by Mr. Mullen, and unanimously carried to approve the above purchase.

• S. J. Thomas Company, Inc. – Proposal Dated November 18, 2024 (Job Order No. 136032.00) – For Purchase Of Labor And Materials For Plant Services Through The Keystone Purchasing Network – Total Amount Not To Exceed \$2,217,131.60 (Operating Funds). Mr. Kern 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.

S. J. Thomas
Plant Services

It was moved by Mr. Martin, seconded by Ms. Keffer, and unanimously carried to approve the above purchase.

• George S. Coyne Chemical Co., Inc. – Quote Dated November 25, 2024 – For The Purchase Of Liquid Caustic Soda (#P2024-08) And Phosphoric Acid 75% (#P2024-09) Annual Chemicals Through PA COSTARS Contract #015-E23-045 – Total Combined Amount Not To Exceed \$420,200.00 (Operating Funds). Mr. Kern 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.

George S. Coyne
Chemical
Purchase - Liquid
Caustic Soda &
Phosphoric Acid 75%

It was moved by Ms. Billings, seconded by Mr. Mullen, and unanimously carried to approve the above purchase.

7. Rate Resolutions – Adoption Of Rate Resolutions For Establishing Sewer Service For The Year 2025:

2025 Rate
Resolutions

- Rate Resolution 2024-11 - For Chester City Users
- Rate Resolution 2024-12 - For Upland Borough Users
- Rate Resolution 2024-13 - For Parkside Borough Users
- Rate Resolution 2024-14 - For Chester Township Users
- Rate Resolution 2024-15 - For Trainer Borough Users

- Rate Resolution 2024-16 - For Marcus Hook Borough Users
- Rate Resolution 2024-17 - For Western Wholesale Users
- Rate Resolution 2024-18 - For EDU Wholesale Users
- Rate Resolution 2024-19 - For Retail Industrial Users
- Rate Resolution 2024-20 - For Wholesale Industrial Users
- Rate Resolution 2024-21 - For Eastern Wholesale Users
- Rate Resolution 2024-22 - For Pocopson-Riverside-Chadds Ford Users
- Rate Resolution 2024-23 - For Pocopson-Preserve-Chadds Ford Users
- Rate Resolution 2024-24 - For Rose Valley Borough Users
- Rate Resolution 2024-25 - For Edgmont Township Users
- Rate Resolution 2024-26 - For SWDCMA Users
- Rate Resolution 2024-27 - For Middletown Twp. Sewer Authority Users
- Rate Resolution 2024-28 - For Springhill Farms WWTF Users

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

Mr. Kern stated that the 2025 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. Martin, seconded by Mr. Mullen, and unanimously carried to adopt the rate resolutions above, en masse, for establishing sewer service rates for the year 2025.

There being no further business before the Board, it was moved by Mr. Martin, seconded by Ms. Nichols, and unanimously carried to begin the Executive Session at 3:58 P.M.

EXECUTIVE SESSION: There was an Executive Session held to discuss several litigation and personnel matters, as well as the Chester bankruptcy litigation.

EXECUTIVE
SESSION

Board member Mr. Kenneth Schuster did not participate in the Chester bankruptcy portion of the Executive Session.

ADJOURNMENT: It was moved by Mr. Nagle, seconded by Ms. Billings, and unanimously carried to adjourn the regular meeting after the Executive Session at 4:30 P.M.

ADJOURNMENT

ATTEST
Secretary