

**DELAWARE COUNTY SOLID WASTE
AUTHORITY BOARD MEETING**

ROSE TREE PARK

February 15, 2023

DELAWARE COUNTY SOLID WASTE AUTHORITY
MEETING
ROSE TREE PARK
February 15th, 2023
3:00 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. **Approval** of the Minutes of the Board of Directors Meeting held at Rose Tree Park on January 18th, 2022.
5. Public Comment
6. Report: Interim CEO, Jim Warner
Updates: January tonnage and financial report
7. Finance and Accounting
Action Item: Approval of the Accounts Payable List for January 2023.
8. Strategic Planning
Discussion of topics as determined by the board of directors
9. Adjournment

DELAWARE COUNTY SOLID WASTE AUTHORITY
Rose Tree Park
January 18, 2023

The meeting was called to order at 3:00 PM.

The pledge of Allegiance was said

Roll Call

Board Member Attendance:

- James McLaughlin, Chairman
- William Silverstein, Vice Chairman
- William Jones, Secretary
- Steven Goldfield, Treasurer/Asst. Secretary
- James Kelly, Member
- Robert Layden, Member
- John Butler, Member
- Don Vymazal, Ex-Officio
- Christine Reuther, Ex-Officio

Others In attendance:

- James Warner, Interim CEO
- Michael Clarke, Solicitor
- Samantha Newell, Solicitor
- Wendy Marburger, CAO
- Jeff Munster, COO
- Angela Nash, Accounting Manager

Upon motion duly made and seconded, and by unanimous vote **Approval** of the Minutes of the Board of Directors Meeting held at Rose Tree Park on December 21, 2022. Motion made by James Kelly Seconded by William Silverstein; motion was passed with no dissenting votes. Steven Goldfield abstained.

Public Comment:

- Andrew Saul: Impressed with how the Delaware County Solid Waste Authority's new management made such a change in the previous year and is looking forward to the many changes to come
- Would like the methane pump at the Landfill to be replaced as soon as possible
- Would like Delaware County to have a permanent building for Household Hazardous Waste

Jim Warner, Interim CEO updates on:

- Delaware County tonnage trends for 2018-2022 brought to Transfer Station # 1, Transfer Station # 3 and Covanta

December 2022 Tonnage Summary and 2022 Annual Totals reviewed

Upon motion duly made and seconded, and by unanimous vote **Approval** of Purchase and Delivery of Aggregates to the Rolling Hills Landfill for 2023 from Martin Stone Quarries Inc. for a Total Contract Price of \$566,000.00. Motion made by Steven Goldfield Seconded by James Kelly; motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of Purchase of a 2023 Stewart-Amos Galaxy R-6 Sweeper through COSTRAS for \$253,995.00. Motion made by Steven Goldfield Seconded by James Kelly; motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** to Award Contract for the Construction of Rolling Hills Landfill PAD 107 and Capping Projects to Kinsley Construction at a Total Contract Price of \$2,921,400. Motion made by James Kelly Seconded by John Butler; motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of Contract entered into on December 20,2022 between Delaware County Solid Waste Authority and Penn Fuels, Inc. of Boyertown, PA. Motion made by William Silverstein Seconded by William Jones; motion was passed with no dissenting votes.

December and Year-to-date Operating and Capital Budget Report reviewed. Christine Reuther noted that the current administration has been working on restoring the cash reserve that was depleted by previous administration.

2022 Operating Budget Performance by location Delco vs. Rolling Hills Landfill reviewed.

Upon motion duly made and seconded, and by unanimous vote **Approval** of Payment of Bills For the month of December 2022. Motion made by William Silverstein; Seconded by James Kelly, motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of Engagement of Barbacane Thornton & Company as Auditor for the fiscal year 2022. Motion made by James Kelly; Seconded by Steven Goldfield, motion was passed with no dissenting votes.

Public Outreach and Communications: www.delcoswa.org continues to be updated

Other Business:

- Look into Google Translate and Recycle Coach for the Website
- Adding to the Agenda for next month: Policy for the public to comment at the end of the Workshop Meetings
- County Wide 2023 HHW Event Schedule
- Christine Reuther would like to have the County's Recycling Events posted on the website Calendar through Google

Solicitors Report:

- Working on three policies, will have for the February Board Meeting.

There being no further business, the meeting was adjourned at 4:05 PM.

Delaware County Solid Waste Authority
Preliminary Accounts Payable Listing
2/15/2023

Payroll	January	\$127,831.67	
ACH	1/30/2023	\$425.46	AT&T Mobility
ACH	2/17/2023	\$234.27	AQUA Pennsylvania
ACH	2/9/2023	\$449.48	Comcast Business
ACH	2/7/2023	\$894.30	Kinetic Business
ACH	2/28/2023	\$5,611.01	Met-Ed
ACH	2/15/2023	\$1,718.78	PECO Energy
ACH	2/9/2023	\$124.72	PECO Energy
ACH	2/12/2023	\$914.90	PenTela Data
ACH	1/31/2023	\$8,205.04	Republic Bank (VISA)
ACH	1/25/2023	\$12,392.85	Wilmington Trust (Debt Interest)
	2/15/2023	\$379.57	A Royal Flush Environmental
	2/15/2023	\$4,780.13	A. N. Lynch Co., Inc.
	2/15/2023	\$3,865.74	Abila
	2/15/2023	\$250.00	Alderfer Auto Sales
	2/15/2023	\$945.00	Amity Township
	2/15/2023	\$7,470.24	ARM Group LLC
	2/15/2023	\$1,205.17	Blazosky Associates, Inc.
	2/15/2023	\$950.00	Bryan Brothers Excavating & Hauling
	2/15/2023	\$2,100.00	Barbacane Thornton & Co.
	2/15/2023	\$721.11	Chester Water Authority
	2/15/2023	\$1,627.44	Cintas First Aid & Supplies
	2/15/2023	\$3,645.25	Civil & Environmental Consulta
	2/15/2023	\$976.00	Computer Center of North Ameri
	2/15/2023	\$2,498.08	Cotterino Supply & Equip. Co.
	2/15/2023	\$649,058.21	Covanta Delaware Valley
	2/15/2023	\$210.35	Crystal Springs
	2/15/2023	\$8,144.14	Delaware Co. Solid Waste Auth.
	2/15/2023	\$6,950.00	Envirep, Inc.
	2/15/2023	\$69.40	Federal Express Corporation
	2/15/2023	\$160.00	Fraser Advanced Info. System
	2/15/2023	\$2,601.10	GasTec Enterprises

Delaware County Solid Waste Authority
Preliminary Accounts Payable Listing
2/15/2023

2/15/2023	\$1,354.10	Gilbertsville Auto Supply
2/15/2023	\$10,030.88	Foley, Inc.
2/15/2023	\$36,985.50	Grannetino Trucking Co.
2/15/2023	\$115.09	Hollenbach Home Center
2/15/2023	\$4,236.00	ICW Group
2/15/2023	\$260.90	Interstate Battery System of R
2/15/2023	\$403.33	Jani-King of Phila., Inc.
2/15/2023	\$125.00	JRT Calibration Services
2/15/2023	\$1,200.00	Kathryn Sandoe LLC
2/15/2023	\$58.00	Keystone Collections Group
2/15/2023	\$760.00	Kistler-O'Brien Fire Protection
2/15/2023	\$475.00	Land Air Water Legal Solutions
2/15/2023	\$5,342.63	Lee Supply Co., Inc.
2/15/2023	\$2,657.67	Levan Machine Co., Inc.
2/15/2023	\$5,762.00	ManagerPlus Solutions, LP
2/15/2023	\$438.48	Marple Township Tax Collector
2/15/2023	\$17,848.70	Martin Stone Quarries, Inc.
2/15/2023	\$708.50	Wm. P. McGovern, Inc.
2/15/2023	\$178.91	McMaster-Carr Supply Company
2/15/2023	\$610.39	Moyer Indoor/Outdoor
2/15/2023	\$200.00	Nichols Plumbing Heating & Coo
2/15/2023	\$3,770.00	Normandeau Associates, Inc.
2/15/2023	\$49.95	Office Basics, Inc.
2/15/2023	\$2,385.00	Ott's Lawn Service & Landscaping
2/15/2023	\$125.54	State Collection & Disbursement
2/15/2023	\$1,752.00	PetroChoice LLC
2/15/2023	\$359.70	Port A Bowl Restroom Co.
2/15/2023	\$29,865.51	Practical Waste Solutions, LLC
2/15/2023	\$6,925.00	R GOTWALS
2/15/2023	\$315.65	Michael R. Yeager

Delaware County Solid Waste Authority
Preliminary Accounts Payable Listing
2/15/2023

	2/15/2023	\$3,058.68	Standard Insurance Co.
	2/15/2023	\$2,346.50	Suburban Testing Labs, Inc.
	2/15/2023	\$4,235.00	Susan M. Cordes
	2/15/2023	\$42,695.02	PA Municipal Health Insurance
	2/15/2023	\$655.00	The Casindia Company, LLC
	2/15/2023	\$839.67	The Standard Group
	2/15/2023	\$1,765.76	W. W. Grainger, Inc.
	2/15/2023	\$792,899.84	Waste Management
	2/15/2023	\$12,342.03	William R. Gift
	2/15/2023	\$148,978.20	Wind River Environmental LLC
	2/15/2023	\$2,608.30	Winzer
	2/15/2023	\$1,125.00	Wireback Works
	2/15/2023	\$2,327.10	WM Corporate Services, Inc.
	2/15/2023	\$6,354.06	Wm. R. Gift
TOTAL		\$2,014,939.00	
		CapEx	
2022	2/15/2023	\$43,905.29	Deere & Company
2022	2/15/2023	\$15,808.10	Xylem Dewatering Solutions, In
	2/15/2023	\$253,995.00	Hoffman Equipment
2022	2/15/2023	\$14,151.60	Liberty Contractors, LLC
	2/15/2023	\$10,550.00	Overhead Door Co. of Reading
TOTAL		\$338,409.99	

**DELAWARE COUNTY SOLID WASTE AUTHORITY
JANUARY 2023
TONNAGE SUMMARY**

	Month				YTD			
	Budget	Actual	Variance	Variance %	Budget	Actual	Variance	Variance %
Delaware County Refuse								
Delco Residential	11,021	13,408	2,387	22%	11,021	13,408	2,387	22%
Delco Commercial	7,439	9,375	1,936	26%	7,439	9,375	1,936	26%
Delco Direct Residential	5,724	4,372	(1,352)	-24%	5,724	4,372	(1,352)	-24%
Delco Direct Commercial	4,371	3,594	(777)	-18%	4,371	3,594	(777)	-18%
Total Tons	28,555	30,748	2,193	8%	28,555	30,748	2,193	8%
Rolling Hills Landfill								
Covanta Ash	31,004	31,585	581	2%	31,004	31,585	581	2%
Plymouth Ash	3,307	3,060	(247)	-7%	3,307	3,060	(247)	-7%
Berks County	4,307	6,327	2,020	47%	4,307	6,327	2,020	47%
Montgomery County	9,095	6,765	(2,330)	-26%	9,095	6,765	(2,330)	-26%
Residual	0	4,839	4,839		0	4,839	4,839	
Total Tons	47,713	52,576	4,863	10%	47,713	52,576	4,863	10%
System Tons	76,268	83,324	7,056	9%	76,268	83,324	7,056	9%
Delco Tons to RHL	3,360	2,791	(569)	-17%	3,360	2,791	(569)	-17%

DELAWARE COUNTY SOLID WASTE AUTHORITY
JANUARY, 2023
OPERATING BUDGET SUMMARY

	Month				YTD				
	Budget	Monthly	Variance	Variance %	YTD Budget	YTD	Variance	Variance %	
REVENUE					REVENUE				
Delco Residential	\$ 872,206	\$ 1,112,831	\$ 240,625	28%	\$ 872,206	\$ 1,112,831	\$ 240,625	28%	
Delco Commercial	599,984	778,103	178,119	30%	599,984	778,103	178,119	30%	
Delco Direct Residential	445,262	362,848	(82,414)	-19%	445,262	362,848	(82,414)	-19%	
Delco Direct Commercial	361,087	298,295	(62,792)	-17%	361,087	298,295	(62,792)	-17%	
Covanta Ash	684,257	643,917	(40,340)	-6%	684,257	643,917	(40,340)	-6%	
Plymouth Ash	72,326	66,926	(5,400)	-7%	72,326	66,926	(5,400)	-7%	
Berks County	224,894	349,853	124,960	56%	224,894	349,853	124,960	56%	
Montgomery County	544,032	406,942	(137,090)	-25%	544,032	406,942	(137,090)	-25%	
Residual	-	214,069	214,069		-	214,069	214,069		
Grants	4,167	59,648	55,481	1332%	4,167	59,648	55,481	1332%	
Miscellaneous	5,000	31,734	26,734	535%	5,000	31,734	26,734	535%	
Total Revenue	\$ 3,813,214	\$ 4,325,166	\$ 511,952	13%	\$ 3,813,214	\$ 4,325,166	\$ 511,952	13%	
Discounts	-	71,170	71,170		-	71,170	71,170		
Total Net Revenue	\$ 3,813,214	\$ 4,253,997	\$ 440,782	12%	\$ 3,813,214	\$ 4,253,997	\$ 440,782	12%	
EXPENSES					EXPENSES				
Administration	\$239,195	\$244,719	\$5,525	2%	\$239,195	\$244,719	\$5,525	2%	
Operations	474,954	442,806	(32,148)	-7%	474,954	\$442,806	(32,148)	-7%	
Contract Hauling	653,471	792,900	139,429	21%	653,471	\$792,900	139,429	21%	
Covanta Processing	1,142,484	1,236,575	94,091	8%	1,142,484	\$1,236,575	94,091	8%	
Delco Host Fees	50,443	56,400	5,957	12%	50,443	\$56,400	5,957	12%	
RHL Host Fees	382,653	360,077	(22,576)	-6%	382,653	\$360,077	(22,576)	-6%	
HHW Events/Recycling	7,046	2,365	(4,681)	-66%	7,046	\$2,365	(4,681)	-66%	
Total Expenses	\$2,950,245	\$3,135,842	\$185,597	6%	\$2,950,245	\$3,135,842	\$185,597	6%	
Debt P & I Payments	\$60,950	\$60,950	\$0		\$60,950	\$60,950	\$0		
Operating Surplus (Deficit)	\$802,019	\$1,057,204	\$255,185	32%	\$802,019	\$1,057,204	\$255,185	32%	

**DELAWARE COUNTY SOLID WASTE AUTHORITY
BUDGET PERFORMANCE SUMMARY
JANUARY 2023**

Capital Budget 2023	\$6,280,000
Capital Expense YTD 2023	<u>\$264,545</u>
Capital Budget Balance 2023	\$6,015,455

Summary

Net Operating Surplus January 2023	\$1,057,204
Capital Expense January 2023	\$264,545
Capital Reserve Contribution from Operating Surplus	\$0
Operating Account Contribution from Operating Surplus	\$792,659

Capital Reserve Account Beginning Balance as of 01/01/23	\$5,700,051
Capital Reserve Account Interest	\$7,746
Capital Reserve Account Ending Balance as of 01/31/23	\$5,707,797

Operating Accounts Balance as of 01/31/23	\$4,052,841
PLGIT Short-Term Account Balance as of 01/31/23	\$60,031

Total Account Balances	<u>\$9,820,669</u>
-------------------------------	---------------------------

****Restricted Accounts****

PLGIT Landfill Closure/PC Account Balance as of 01/31/23	\$100,063
---	------------------