

DELAWARE COUNTY SOLID WASTE AUTHORITY
Board of Directors Meeting
March 20, 2024

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

Roll Call

Board Member Attendance: William Silverstein, Vice Chairman
James Kelly, Vice Chairman
Steven Goldfield, Treasurer/Asst. Secretary
Heidi Sentivan, Secretary
William Jones, Member
Stacy Yates, Member
Richard Tutak, Ex-Officio

Others In attendance: Brooks Stayer, CEO
James Warner, Consultant
Michael Clarke, Solicitor
Lisa deLeon, CFO
Jeff Munster, COO
Wendy Marburger, CAO
Michele Campellone, Admin. Asst.

The pledge of Allegiance was said.

Public Comment: John Butler: Postings of the Agenda, Jim Warner, Change Order/permit.

The Delaware County Solid Waste Authority Board went into an Executive Session on March 13, 2024.

Receive Authority Updates/Report: CEO, Brooks Stayer

- Phase 2 Minor Permit Modification Submitted to DEP
- Pre-Bid Meeting (5 General Contractors)
- Leachate (~1.6M Gallons)

Upon motion duly made and seconded, and by unanimous vote **Approval** of the Consent Agenda:

1. Approval of the Minutes of the Board of Directors Meetings held on February 21, 2024

2. Authority Updates/Quarterly Operations Report: CEO, Brooks Stayer
3. Facility Operations/Development
 - a. Receive: February and YTD 2024 Operating Tonnage Summary
 - b. Action Item-Approve: Clark Forklift Purchase (\$34,111)
 - c. Action Item-Approve: Delivery of Deisel and Gasoline at RHL (\$33,000 est.)
4. Accounting and Finance Report
 - a. Action Item-Approve: Accounts Payable List for February 2024

Motion made by Steven Goldfield; Seconded by Heidi Sentivan, motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of Revision and Updates to the Employee Handbook. Motion made by Steven Goldfield; Seconded by Heidi Sentivan, motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of the Audit Committee:

- Steven Goldfield, Treasurer
- Richard Tutak, Ex-Officio
- Christine Reuther, Ex-Officio

Motion made by Heidi Sentivan; Seconded by William Silverstein, motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of Bond Counsel, Ballard Spahr LLP, subject to Engagement Letter. Motion made by Steven Goldfield; Seconded by Heidi Sentivan, motion was passed with no dissenting votes.

Upon motion duly made and seconded, and by unanimous vote **Approval** of a Contract Change Order with Kinsley Construction in the amount of \$ 335,000. Motion made by Steven Goldfield; Seconded by Heidi Sentivan, motion was passed with no dissenting votes.

Solicitor Report: No Report

No Executive Session

There being no further business, the meeting was adjourned at 3:20 PM.