

MINUTES OF MEETING
DELAWARE SOLID WASTE AUTHORITY
BOARD OF DIRECTORS

DATE: July 28, 2016

LOCATION: Delaware Solid Waste Authority
Administrative Office
1128 S. Bradford Street
Dover, DE 19904

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito
Ronald G. McCabe
Norman Griffiths
Michael R. Paraskewich
Tonda L. Parks
Timothy P. Sheldon
Mr. Strickland

STAFF

Richard P. Watson
Robin M. Roddy
Michael D. Parkowski
Jason M. Munyan

LEGAL COUNSEL

F. Michael Parkowski

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the three hundred and seventy-eighth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, July 28, 2016. He announced the meeting had been duly noticed and the Directors had received copies of the information to be considered.

A. MINUTES

Chairman Esposito called for additions or corrections to the draft of the Minutes of the May 26, 2016, meeting of the Board of Directors.

Motion A – moved by Mr. Griffiths

“The Minutes of the May 26, 2016, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

Second - Mr. Sheldon

Vote – (Griffiths, Paraskewich, Parks, Sheldon
Strickland, McCabe, Esposito)

Motion Adopted
(7 Yes, 0 No, 0 Absent)

Report of Administrative & Citizens’ Affairs Committee

B. LEGAL SERVICES AGREEMENT

Motion B – moved by Mr. McCabe

“The Board awards a three year contract for legal services to Parkowski, Guerke & Swayze, P.A.”

Second – Ms. Parks

Mr. Watson said that the memo attached to the Board package contained the summary of the new rates for the legal services agreement. The new agreement will be for three years and that the rate increases for each year were kept to a minimum. He recommended approving the agreement.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Strickland	Yes
Mr. McCabe	Yes
Mr. Esposito	Yes

Motion Adopted

(7 Yes, 0 No, 0 Absent)

C. STATEWIDE TIRE RECYCLING PROGRAM – CONTRACT S-16-753-SW

Motion C – moved by Mr. McCabe

“The Board awards the Statewide Tire Recycling contract to the most responsive proposer Waste Masters Solutions, LLC for a two year period with a third year option.”

Second – Ms. Parks

Mr. M. D. Parkowski told the Board that the tire market has changed and it was hard to recycle tires now. Only one proposal was received for this contract. Staff went back to the Proposer and negotiated the pricing down. Mr. Griffiths asked if DSWA was the only place to recycle them. Mr. Parkowski said that Magnus Tire is the company that actually recycles the tires and local businesses can go to them. Mr. Esposito asked what the recycled tire were used for. Ms. Roddy said that DSWA had used shredded tires in the past as engineered fill at the Jones Crossroads Landfill for drainage. Mr. Griffiths asked is Magnus Tires retreaded the tires. Mr. M. D. Parkowski said that they didn't. Ms. Roddy said that they primarily grinded the tires for other applications. Mr. Strickland abstained from the vote because his company provides insurance coverage for Waste Masters Solutions.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Strickland	Abstain
Mr. McCabe	Yes
Mr. Esposito	Yes

Motion Adopted

(6 Yes, 0 No, 0 Absent, 1 Abstain)

D. ‘RECYCLE DELAWARE’ DROP-OFF PROGRAM

Motion D – moved by Mr. McCabe

“The Board approves the changes to the ‘Recycle Delaware’ program as outlined by DSWA staff.”

Second – Mr. Sheldon

Mr. M. D. Parkowski explained that several of the DSWA’s recycling sites have been experiencing excess dumping of non-recyclable material. It has been getting worse for the last two years. Staff developed a plan to alleviate the problem but still provide good

service to the public. Currently there are 46 'Recycle Delaware' sites throughout the state. The program, which started in 1990, had at its peak 180 centers. When Universal Recycling started up the "good" recyclers didn't have the need to visit the centers because they were doing it through the curbside program. That left the door open for people who wanted to take advantage of some sites that aren't manned. The Board had seen pictures with the trash sitting outside the recycling containers but staff found that there was 30-35% trash inside the containers too. This system is broken so we need to fix it. Staff is proposing that the recycling sites be reduced from 46 to 13 statewide. The 13 sites will be strategically located throughout the state. All of DSWA's facilities will have recycling sites for anyone that hauls their own trash. Staff is looking for a new site around Newark to cover the western side of New Castle County. This site will also host a Household Hazardous Waste Event once a week. The current 'Recycle Delaware' employees will be shifted from on the road to manning the facilities which will allow DSWA to monitor the material coming in much more closely. DSWA will not have to renew the contract for recyclables hauling, currently with Republic, since this is something that the recycle techs can handle. There will be no changes to staff to accomplish this switch. There will be some extra services at the manned sites. There will be 4 sites throughout the state that will be manned full time. The sites will be closed when the facilities are closed. There won't be 24 hour access like there is now at some sites. This should help with the contamination rate we are seeing at the Materials Recovery Facility. There will be an extensive public relations campaign to let the residents know what to expect. All the changes will be final by next June.

Mr. Esposito asked what Republic felt about the change. Mr. Parkowski said that their contract would be ending in June 20, 2017, and it would be a matter of not issuing a new contract. Republic also understands the problems that the contamination rates are causing. Ms. Parks asked if the DSWA sites will be set up in advance of the changes. Mr. Parkowski said that the four manned sites; Delaware Recycling Center, Cheswold, Jones Crossroads Landfill, and the future Newark site are already, or will be ready by the end of June 2017. These sites will also be providing household hazardous waste events once a week, electronic goods recycling 6 days a week and will also host a paper shredding event once a month. DSWA will expand the Styrofoam recycling to those sites too. Ms. Parks asked for a timeline of the changes so the Board will know what changes are happening and when. Mr. Parkowski will provide that for the Board. Mr. Paraskewich asked what percentage of all recycling goods comes from these sites. Mr. Parkowski said that about 9,000 tons total of 100,000 tons. Mr. Sheldon wanted to know if the sites have all been decided. Mr. Parkowski said that they will all be DSWA current sites, except for the Newark site that is to be determined; the Pine Tree Corners, Milford and Route 5 Transfer Stations, all the Collection Stations, Sandtown, and Jones Crossroads Landfills, the Delaware Recycling Center and the Administration Office in Dover. Mr. Griffiths asked if the news outlets will be notified. Mr. Parkowski said that a press release will be going out and we will also be doing advertising and interviews. Mr.

Griffiths asked if the hours of operation will be changing. Mr. Parkowski said that the recycling centers will be open the same hours as the facilities are now. One positive change is that the Cheswold Collection Station will be open 6 days a week, up from the current 2 days a week it is open now. Mr. Parkowski said that 4 sites will actually have recycling personnel there and the other 9 will have DSWA employees in close contact with them. Mr. Esposito wanted to be clear what would happen if the Board approves the motion. Mr. Parkowski said that DSWA would start informing the public, and get the wheels in motion to get the Newark site set up. Ms. Parks wanted to make sure that any changes would not impact the budget. Mr. Parkowski said that there were some one-time site changes that had to be made but not reissuing the contract for hauling the recycling material will save \$540,000 a year and will make up for it. Mr. Griffiths asked if there was a secondary market for the igloos. Mr. Parkowski said that there was and DSWA will be selling them.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Strickland	Yes
Mr. McCabe	Yes
Mr. Esposito	Yes

Motion Adopted

(7 Yes, 0 No, 0 Absent)

E. AFLAC TO DSWA EMPLOYEES

Motion E – moved by Mr. McCabe

“The Board approves offering AFLAC to all DSWA employees.”

Second – Mr. Griffiths

Mr. Watson explained that an independent AFLAC agent had given him, Ms. Roddy, and Ms. Forcier a presentation on the policies available to offer DSWA employees. Ms. Forcier said that there will be three policies offered to the employees. There is no cost to DSWA. It is paid by the Employee if they choose to sign up. Ms. Forcier had checked with other AFLAC agents to see what the pricing would be if a person wanted to buy it individually. The cost was higher than being offered to DSWA as a group. The AFLAC agents will do presentations at DSWA’s facilities. Mr. Strickland said with the appropriate oversight that there is a place for this type of insurance. Mr. Esposito wanted to know if employees had asked for this type of coverage in the past. Ms. Forcier said a

few had mentioned it in the past. Ms. Roddy said that Ms. Forcier would monitor the presentations so that employees would know that it doesn't affect any of their DSWA insurances. Mr. Griffiths asked if retirees would be able to participate. Ms. Forcier said that it was for active employees only.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Strickland	Yes
Mr. McCabe	Yes
Mr. Esposito	Yes

Motion Adopted

(7 Yes, 0 No, 0 Absent)

F. CONTRIBUTIONS

Motion F – moved by Mr. McCabe

“The Board approves the request from the American Heart Association for a \$500 contribution to both the Kent County and Sussex County Heart Walk in accordance with DSWA’s Policy Guidance on Contributions.”

Second – Mr. Griffiths

Mr. Watson said that DSWA has made a contribution to the American Heart Association Heart Walks for several years. It meets the requirements of the Policy Guidance on Contributions. DSWA will have staff a table with displays and information at each event.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Strickland	Yes
Mr. McCabe	Yes
Mr. Esposito	Yes

Motion Adopted

(7 Yes, 0 No, 0 Absent)

NEW BUSINESS

Mr. Watson presented the Organics Recycling Report that was developed from the trip to California. Ms. Roddy explained that it summarized the information that was gathered from the trip and from other facilities that staff has visited in the past. It explains the different types of technology and the scale of the technology. Mr. Parkowski said that one of each type of technology is represented.

PUBLIC COMMENT

No comment

Motion – Mr. Sheldon

“The Board Meeting is adjourned.”

Second – Ms. Parks

Vote – (Griffiths, Paraskewich, Parks, Sheldon,
Strickland, McCabe, Esposito)

Motion Adopted
(7 Yes, 0 No, 0 Absent)

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 6:40 p.m.