

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: April 25, 2019

LOCATION: Delaware Solid Waste Authority  
Cherry Island Landfill  
1706 E. 12<sup>th</sup> Street  
Wilmington, DE 19809

TIME: 5:03 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito  
Timothy P. Sheldon  
Temple Carter  
Norman D. Griffiths  
Michael R. Paraskewich, Ph.D, P.E.  
Tonda L. Parks  
William J. Riddle

STAFF

Richard P. Watson, P.E., BCEE  
Robin M. Roddy, P.E., BCEE  
Joseph J. Koskey, CPA  
Jason M. Munyan, P.E., BCEE

LEGAL COUNSEL

Michael Teichman, Esquire (PG&S)

GUESTS

Colleen Varallo, Wipfli  
Mike White, Wipfli

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the four hundred and second regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, April 25, 2019. He announced the meeting had been duly noticed.

**A. MINUTES**

Chairman Esposito called for additions or corrections to the draft of the Minutes of the March 28, 2019, meeting of the Board of Directors.

**Motion A** – moved by Mr. Carter

“The Minutes of the March 28, 2019, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Griffiths

**Vote** – (Carter, Griffiths, Paraskewich,  
Parks, Riddle, Sheldon, Esposito)

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

***Report of the Administrative & Citizens’ Affairs Committee***

**B. STATEWIDE HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM  
CONTRACT S-18-801-SW**

**Motion B** – moved by Ms. Parks

“The Board awards the contract for the Statewide Household Hazardous Waste Collection Program to the most responsive proposer Clean Harbors Environmental Services for a three-year period.”

**Second** – Mr. Carter

Mr. Watson said that Clean Harbors Environmental (CHE) has provided this service for over 17 years. The current three-year contract expires the end of June. Staff issued a Request for Proposals and only one company submitted a proposal. That one proposal was from CHE. Staff asked for permission to negotiate with CHE at the March Committee meeting. Staff was able to reduce the price for the latex paint disposal fee by 6.6%. This contractor has performed extremely well over the years. Staff recommends awarding this contract to CHE for another three years. It was noted that the unit prices will be held for all three years. Ms. Roddy reminded the Board that this program provides a free service to the citizens of Delaware. There are 14 Saturday events per year along with the weekly events held in each county. The new Newark site, tentatively set to open the first of August, will also provide a weekly event for the Greater Newark area. Staff is very happy with the service that CHE provides.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Riddle	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(7 Yes, 0 No, 0 Absent)

**C. CONTRIBUTIONS/DONATIONS**

**Motion C** – moved by Ms. Parks

“The Board approves the request from Delaware Envirothon for a \$4,000.00 contribution in accordance with DSWA’s Policy Guidance on Contributions.”

**Second** – Mr. Carter

Mr. Watson remarked that DSWA has participated in the Delaware Envirothon program for over 10 years. Not only does DSWA provide monetary support, Sarah Culler has been involved with the group also. This program fits in well with who and what DSWA is about. Staff highly supports awarding the contribution to Delaware Envirothon. Ms. Parks said that the Committee discussed it in the April meeting and this event meets with DSWA’s mission.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Riddle	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(7 Yes, 0 No, 0 Absent)

***Report of the Technical and Facilities Management Committee***

**D. SOUTHERN SOLID WASTE MANAGEMENT CENTER (SSWMC) SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) REPLACEMENT (CONTRACT P-17-779-SS)**

**Motion D** – moved by Mr. Sheldon

“The Board awards the contract for the Supervisory Control and Data Acquisition Replacement at the Southern Solid Waste Management Center to John W. Tieder, Inc. for \$598,555.00.”

**Second** – Mr. Griffiths

Mr. Watson said that there were three bids received for this project. Tieder was the lowest bidder. Ms. Roddy explained what the SCADA system actually did at the landfill. It’s an important piece of landfill operations. All of the landfills are generating wastewater and have pumping stations that manages that leachate. The controls and the brains of that pumping system is called SCADA.

It turns the pumps on and off and tells you when they are in high level. The system at SSWMC is the oldest at 19 years. It communicates with radio and antennas rather than something modern like fiber optic. This is another reason for the replacement. The software that runs the existing system is proprietary and it is getting harder to find people to work on it. DSWA hired AECOM to design a new system and it was put out to bid. Three bids were received with a very large spread from approximately \$600,000 to \$1.8 million. Tieder was the low bidder. In the bid review process, it was revealed that Tieder's financial situation was questionable. In summary, they had a significant net loss in 2017 and they were labeled by their audit summary as a going concern. Staff did the analysis on whether to recommend them or not. Staff assessed the risk and said there was 1) a \$300,000 difference between the second low bidder, 2) it's a bonded job, there is a payment bond and a performance bond, and 3) references were checked. Several local references were very happy with the work Tieder performed. Also, the time sensitivity played into the analysis, because Tieder is a going concern there is a possibility that during the job they would default. Staff determined that while the SCADA project is needed, the project could be delayed if necessary, if issues with Tieder arose. Mr. Griffiths asked if there was a separate SCADA system at each facility. Ms. Roddy explained that each landfill has one. This one is just for SSWMC. Tieder will just be installing the new lines in the ground and remote terminal units and DSWA will operate it. Tieder has not worked for DSWA before but their references were checked. Mr. Riddle reiterated that staff told the Directors that the system is old and you can't get parts for it anymore and that something has to be done. Ms. Roddy said that yes, the system is outdated and by switching to fiber optic it will make it more reliable. Mr. Esposito said that any system over 15 years old is ancient in this technology. Ms. Parks said that this agenda item was thoroughly vetted at the Committee meeting.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Riddle	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(7 Yes, 0 No, 0 Absent)

NEW BUSINESS

Mr. Esposito introduced Colleen Varallo and Mike White from Wipfli CPAs and Consultants. Ms. Varallo explained that this was a Pre-Audit Planning Meeting with the Board. Mr. White then made a presentation of what Wipfli would be doing to prepare for the audit, when it would take place, what the audit would emphasize, any risk discussion that might take place, and how any accounting and auditing updates will be implemented. Ms. Varallo said that when their former company, Elko Associates, was acquired by Wipfli they were able to offer their clients more services, like wealth management, software needs assessment, and IT support. Mr. Riddle asked

how the engagement letter from last year differs from this year. Mr. Koskey said it was the same, even the fees. Mr. Riddle asked how much DSWA spent last year. Mr. White said that there was one item outside the scope of work in the engagement letter and that when the letter states estimated fees they stick to the estimated fee. The one extra item last year was an additional \$1,000. Mr. Riddle was satisfied that this year is the same as last year's estimate and last year's actual was close to the estimate.

**Motion E – Mr. Riddle**

“The Board approves to have Gerard Esposito sign the letter of engagement with Wipfli to provide auditing services.”

**Second – Mr. Carter**

**Vote –** (Carter, Griffiths, Paraskewich,  
Parks, Riddle, Sheldon, Esposito)

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

**F. LEGAL ADVICE**

**Motion F – moved by Ms. Parks**

“Pursuant to 29 Del. C. Section 10004(b), the Board of Directors anticipates that it may go into Executive Session for the purpose of obtaining legal advice.”

**Second – Mr. Sheldon**

**Vote –** (Carter, Griffiths, Paraskewich,  
Parks, Riddle, Sheldon, Esposito)

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

Board voted into Executive Session at 5:54 p.m.

**Motion G - moved by Ms. Parks**

“The Board return to regular session.”

**Second – Mr. Riddle**

**Vote –** (Carter, Griffiths, Paraskewich,  
Parks, Riddle, Sheldon, Esposito)

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

Board back to Regular Session 6:15 p.m.

PUBLIC COMMENT

No comment

**Motion** – moved by Ms. Parks

“The Board Meeting is adjourned.”

**Second** – Mr. Griffiths

**Vote** – (Carter, Griffiths, Paraskewich,  
Parks, Riddle, Sheldon, Esposito)

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

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 6:18 p.m.