

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: June 25, 2020

LOCATION: This meeting was held via Zoom webinar due to the State’s COVID-19 social distancing requirements.

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito, Chairman  
Timothy P. Sheldon, Vice Chairman  
Temple Carter, II  
Norman 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  
Michael D. Parkowski  
Joseph J. Koskey  
Jason M. Munyan, P.E., BCEE  
Lynsey K. Baer, P.E., BCEE

LEGAL COUNSEL

F. Michael Parkowski (PG&S)

GUESTS

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the four hundred and twelfth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, June 25, 2020. 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 28, 2020, meeting of the Board of Directors.

**Motion A** – moved by Mr. Carter

“The Minutes of the May 28, 2020, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Ms. Parks

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

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

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

**B. SPECIAL WASTE POLICY**

**Motion B** – moved by Mr. Sheldon

“The Board approves the revised Special Waste Policy.”

**Second** – Mr. Griffiths

Mr. Watson said that the Special Waste Policy was initially developed in 1995 and has been revised a few times since then, the last being in 2005. This needed to be updated to be in line with current regulations and to streamline the analysis of potential special waste. Staff worked hard on the revision to be consistent throughout the state. Each of the three landfills has unique special waste but the policy still has to be uniform, like the application of testing requirements has to be the same. Ms. Roddy said that there were only minor changes to update the policy. DNREC has reviewed the changes. There are basically three changes. One is a change to a date reference to the MOA between DSWA and DNREC addressing HSCA site waste. This relates to sites that are under DNREC clean up and how DSWA would handle the material at the landfills. The second change is to add sulfate testing to the requirements. The third change is eliminating testing for BTEX (Benzene, Toluene, Ethylbenzene, and Xylene). Jason Munyan worked with DNREC on the proposed changes. Staff recommends approving these changes. Mr. Griffiths asked is the tipping fee for special waste is the same as regular waste. Ms. Roddy said that tipping fees are the same, but that DSWA has the ability to charge extra for extraordinary handling. Mr. Griffiths asked if special waste was isolated from the regular waste. Ms. Roddy said that sometimes it is but in general, special wastes are mixed with other wastes. Mr. Watson noted that the generator is responsible for all the testing costs. Mr. Esposito asked about the exception for the dead poultry. Ms. Roddy indicated that dead poultry is handled as a special waste and would likely be disposed of in a separate location from other wastes.

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. PURCHASE AND SERVICE OF A NEW EXCAVATOR FOR THE CENTRAL SOLID WASTE MANAGEMENT CENTER – CONTRACT P-20-824-CS**

**Motion C** – moved by Mr. Sheldon

“The Board awards the contract for the Purchase and Service of a New Excavator for the Central Solid Waste Management Center to Carter Machinery Company, Inc. for the amount of \$153,205.00”

**Second** – Mr. Griffiths

Mr. Watson said that this excavator will be used by the landfill gas group for excavating trenches for the landfill gas components. Staff will use this machine to install landfill gas trenches instead of utilizing an outside contractor. DSWA personnel are able to do the work themselves. Carter Machinery was the most responsive proposer. Staff was able to negotiate a price reduction even though they thought that Carter Machinery provided a favorable initial price. This is a budgeted FY21 purchase. Staff would like to award the contract to Carter Machinery for the negotiated price of \$153,205.00. Mr. Griffiths asked if we were keeping the old one to use instead of selling it. Ms. Roddy said that this is a new purchase and there was not an old machine to trade in. The decision for DSWA to self-perform this work was made last year and the equipment was budgeted for FY21. Mr. Carter asked if we were going to do this at the other landfills. Ms. Roddy said that staff was already installing landfill gas components at the southern landfill. Staff would eventually like to self-perform this work at all DSWA landfills, primarily for the cost savings. Mr. Riddle asked for clarification on Carter Machinery being the official CAT dealer in Delaware. Ms. Roddy explained that Carter Machinery bought out Alban Tractor, who had been the CAT dealer in lower Delaware. Mr. Riddle asked if there was any other Delaware company that proposed. Ms. Roddy said that Jesco proposed and has a Middletown, Delaware location. They are the authorized John Deere distributor.

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)

**D. DESIGN AND INSPECTION SERVICES FOR CAPPING OF AREA A/B AT THE CENTRAL SOLID WASTE MANAGEMENT CENTER – CONTRACT S-19-812-CS**

**Motion D** – moved by Mr. Sheldon

“The Board awards the contract for the Design and Inspection Services for Capping of Area A/B at the Central Solid Waste Management Center to CDM Smith.”

**Second** – Mr. Griffiths

Mr. Watson said that this contract was for the capping of Area A/B which is the oldest landfill cells at Sandtown. They were built and filled between 1980 to 1988 and when they were completed there was a soil cover that was used to close them. That cover is very permeable and a lot of rain water soaks in and generates a lot of leachate. This costs a lot of money to treat. Over the years a wetlands treatment system was installed on them but only treated about a quarter of the leachate generated. The remainder of the leachate was sent to the Kent County Waste Water Treatment Facility. So capping this with an impermeable geomembrane cap will save on leachate treatment costs. DSWA will be responsible for this site forever so it's in our best interest long term to reduce the amount of leachate that is generated here. This is the first part by selecting the engineering firm to do the design. Ms. Roddy said that negotiations have been completed with CDM Smith and stated that CDM Smith is a good choice for this project. CDM Smith designed Area E and Area F at Sandtown and is very knowledgeable about the site. Area A/B is about 27 acres and generates approximately 37% of the leachate at the site. Capping Area A/B will allow DSWA to better control leachate generation. Staff recommends awarding the contract to CDM Smith for the design and construction services. Mr. Griffiths asked what the difference was between the terms capping and closure. Ms. Roddy said that capping is the physical act of putting a membrane on top of the cell to seal it. Closure is the long term process of capping and closing the full site followed by long term maintenance of the site. Mr. Griffiths asked what DNREC's role is during construction. Ms. Roddy said that DNREC will review and approved the Construction Quality Assurance report submitted by DSWA. DNREC will also issue an Erosion and Sediment approval for construction. Mr. Griffiths asked if there would be any public hearings in regards to DNREC. Ms. Roddy said that there would not be for this project. Mr. Riddle asked if this was a two-year commitment. Ms. Roddy said that the project expenses will span 2 budget years. Mr. Riddle asked if it was amortized over 24 months. Mr. Koskey said that this would go under land improvement and depreciated over 15 years. Mr. Riddle asked how CDM Smith was paid, monthly or by percentage. Ms. Roddy said that there are hourly rates for individuals and based on the work they perform they will submit a monthly invoice for approval and payment. Mr. Riddle wanted to know if the \$483,044 is their best estimate based on the scope of work provided. Ms. Roddy said that it was the not-to-exceed amount. Anything over that would involve a change order that would require approval. Mr. Griffiths wanted to know if DSWA was capping this area because it was over the height requirement. Ms. Roddy said that is was not over the height limit.

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. Riddle asked if staff could provide a Covid-19 update to the Board. Ms. Roddy said that staff will provide information at the next Committee meeting.

Mr. Sheldon asked for an update on the Newark Recycling Center. He would like to know the cost overruns are for the Newark Recycling Center due to the work stoppage by DNREC. Ms. Roddy said that staff will inform the Board at the next Committee meeting.

PUBLIC COMMENT

No comment

**Motion** – moved by Mr. Carter

“The Board Meeting is adjourned.”

**Second** – Ms. Parks

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

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

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 5:41 p.m.