

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: February 25, 2021

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  
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

LEGAL COUNSEL

F. Michael Parkowski (PG&S)  
Michael Teichman (PG&S)

GUESTS

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the four hundred and eighteenth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, February 25, 2021. He announced the meeting had been duly noticed and the Directors had received copies of the information to be considered. Mr. Esposito had the clerk call the roll for the Board.

**A. MINUTES**

Chairman Esposito called for additions or corrections to the draft of the Minutes of the January 28, 2021, meeting of the Board of Directors.

**Motion A** – moved by Mr. Riddle

“The Minutes of the January 25, 2021, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Sheldon

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

**Motion Adopted**  
(6 Yes, 0 No, 1 Absent)

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

**B. ADOPTION OF PROPOSED AMENDMENTS TO THE STATEWIDE SOLID WASTE MANAGEMENT PLAN OF THE DELAWARE SOLID WASTE AUTHORITY**

**Motion B** - moved by Mr. Riddle

“WHEREAS, the Delaware Solid Waste Authority (the “Authority”) is a body corporate and politic constituting a public instrumentality of the State of Delaware duly established and organized under Chapter 64 of Title 7 of the Delaware Code, as amended (the “Act”); and

WHEREAS, under the Act, the Authority is charged with comprehensive responsibility for management and disposal of Delaware solid waste statewide; and

WHEREAS, pursuant to Section 6403(j) of the Act, the Authority shall, after notice and public hearing, adopt a statewide solid waste management plan (the “Plan”), and amend such Plan as necessary; and

WHEREAS, The Plan was last amended and restated in 2010, and the Authority’s management and staff have determined that the Plan should be amended and restated in its entirety to ensure that the policies and guidance set forth therein are supported by up-to-date information and statistics; and

WHEREAS, on January 1, 2021, the Authority published a proposed amended and restated Plan in the Delaware *Register of Regulations*; and

WHEREAS, on January 4, 2021, the Authority’s Chief Executive Officer appointed Michael W. Teichman, Esquire to serve as the Authority’s Hearing Officer; and

WHEREAS, Mr. Teichman presided over a public hearing held on January 25, 2021; and

WHEREAS, Mr. Teichman has issued his Proposed Order and Recommendations on the matter, and has recommended adoption of the amended and restated Plan without changes from the form of amendments proposed by the Authority; and

WHEREAS, the Authority’s management has recommended that the Board of Directors adopt the amended and restated Plan without change from the form first proposed by the Authority; and

WHEREAS, the Board of Directors of the Authority has considered the recommendations of management and has reviewed the hearing officer’s Proposed Order and Recommendations, as well as the transcript of the hearing, and all documents admitted into evidence.

NOW THEREFORE, be it:

RESOLVED, that the Board of Directors of the Delaware Solid Waste Authority adopts the amended and restated Statewide Solid Waste Management Plan in the form proposed by the Authority on January 1, 2021, and in furtherance thereof and in furtherance thereof shall execute a Final Order accomplishing same.

FURTHER RESOLVED, that management of the Delaware Solid Waste Authority shall take all steps necessary to ensure that the Final Order is published in the Delaware Register of Regulations and that the amendments to the Statewide Solid Waste Management Plan become effective on and after April 10, 2021.

**Second – Ms. Parks**

Mr. Watson explained that staff has been in the process of renewing and updating the Statewide Solid Waste Management Plan which is a 10-year plan. Staff lead by Mr. M. D. Parkowski went through the process of developing and updating this plan and setting the goals for the next 10 years. Mr. M. D. Parkowski explained that DSWA updated the plan with the help of DSM Environmental who provided data for the plan. They had worked on the previous plan as well. He worked with stakeholders, Zero Waste First State, Plastic Free Delaware, and the Department of Natural Resources and Environmental Control by providing them information on the goals of the plan. He got positive feedback from those groups. A public hearing was held on January 25, 2021. Mr. Teichman was the hearing officer and prepared the Hearing Officer’s Report that is in the packet and the recommendation to adopt the new plan. The final step, if the Board approves the plan, will be to send it to the Register of Regulations to be entered into the record. Having and maintaining a Solid Waste Management Plan is a requirement of DSWA’s statute. Mr. Teichman said that when the plan had been amended in the past DSWA was very careful to follow the provisions of the Administrative Procedures Act (APA) regarding the adoption of regulations even though it doesn’t really fit the definition of regulations in the APA but in an abundance of caution, DSWA chose to follow this very formal process. It was decided to again follow these procedures. The notices were published in December 2020, the draft was put in the Register of Regulations on January 1, 2021, and the hearing notice was put on the DSWA website. The hearing was attended by several people and they were supportive of the plan. There were no objections to the Plan. Mr. M. D. Parkowski fielded several questions from the public during the hearing. The record was left open for another couple of weeks to see if written comments would come in. There were none received. Mr. Teichman prepared the Proposed Order and Recommendations. If the Board adopts the new plan it will be published in the April 1 Register of Regulations and effective 10 days after that. Mr. Parkowski said that the plan will be posted on DSWA’s website. Mr. Riddle commented that it was a very comprehensive report.

Mr. Griffiths	Yes
Mr. Paraskewich	Yes

Ms. Parks	Yes
Mr. Riddle	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

**C. STATEWIDE ELECTRONIC GOODS RECYCLING PROGRAM –  
CONTRACT S-20-837-SW**

**Motion C** - moved by Mr. Riddle

“The Board awards the contract to provide Statewide Electronic Goods Recycling to Sycamore International for a five year period.”

**Second** – Ms. Parks

Mr. Watson said that the Request for Proposal were issued for the Electronic Goods Recycling Program and that this contract will be for a five-year period. Three proposals were received and reviewed. After staff’s review, a new contractor, Sycamore International, was selected. Mr. M. D. Parkowski said that the current contractor Ecovanta did submit a proposal, along with SAMR, Inc. Sycamore had the best overall proposal so staff presented at the Committee meeting to negotiate with them. They had lower pricing and were able to meet all DSWA’s service needs. They are willing to add some extra services to the contract also. Staff feels like they are the best company for the contract. Mr. M. D. Parkowski and Mr. Ziegler visited their facility and found them to be the cleanest electronic recycling facility they had ever seen. There will be some significant savings with their pricing. Mr. Griffiths asked how the transition from companies will work. Mr. M. D. Parkowski said that Ecovanta will make a final collection on the last day and then Sycamore will start picking up the electronic goods at the beginning of their contract. Mr. M. D. Parkowski reached out to Ecovanta to thank them for their years of service to DSWA. Ms. Roddy said that when we can, staff will arrange a tour of the Sycamore facility for the Board.

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

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

NEW BUSINESS

No comment

PUBLIC COMMENT

No comment

**Motion** – moved by Ms. Parks

“The Board Meeting is adjourned.”

**Second** – Mr. Griffiths

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

**Motion Adopted**  
(6 Yes, 0 No, 1 Absent)

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 5:30 p.m.