

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: January 26, 2023

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

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito, Chairman  
Timothy P. Sheldon, Vice Chairman  
A. Temple Carter, III  
Norman Griffiths  
William J. Riddle

STAFF

Richard P. Watson, P.E., BCEE  
Robin M. Roddy, P.E., BCEE  
Michael D. Parkowski  
Joseph J. Koskey, CPA  
Jason M. Munyan, P.E., BCEE  
Lynsey K. Baer, P.E., BCEE  
Pamela Williamson

LEGAL COUNSEL

Michael Teichman (PG&S)

GUESTS

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the four hundred and thirty-fourth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, January 26, 2023. 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 October 27, 2022, meeting of the Board of Directors.

**Motion A** – moved by Mr. Carter

“The Minutes of the October 27, 2022, Board of Directors’ regular meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Griffiths

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

**Motion Adopted**  
(5 Yes, 0 No, 2 Absent)

Chairman Esposito called for additions or corrections to the draft of the Minutes of the October 27, 2022, executive session of the Board of Directors.

**Motion A** – moved by Mr. Carter

“The Minutes of the October 27, 2022, Board of Directors’ executive session of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Griffiths

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

**Motion Adopted**  
(5 Yes, 0 No, 2 Absent)

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

**B. RECOMMENDATION FOR AN AEROBIC DIGESTION GRANT PROGRAM**

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

“The Board approves entering into an Aerobic Digestion Grant Program with Keep Delaware Beautiful.”

**Second** – Mr. Griffiths

Mr. Parkowski explained that DSWA had worked with the University of Delaware (UD) to establish that aerobic digester units could take food waste from restaurants and cafeterias, digest it in the machine and turn it into a liquid form that can then be sent into the sewer. DSWA is partnering with Keep Delaware Beautiful (KDB) so that they can act as the grantee to the applicants. DSWA will be a member of the committee that will decide on the grants. Ms. Roddy said that UD had set up this type of digester in one of the dining halls and DSWA decided to pursue the program. Mr. Esposito asked about the size of the units. Mr. Parkowski said that they were about the size of a dishwasher. Mr. Esposito asked if the process turns everything to liquid. Mr. Parkowski said that it did. Mr. Griffiths asked if there was any odor associated with it. Mr. Parkowski said that it was a closed unit so there is no odor in the area. Mr. Riddle asked how applicants will know about the program. Mr. Parkowski said that KDB would notify companies that were identified as big food generators. It will probably start in New Castle County because they have the infrastructure in place and then build out from there. Mr. Griffiths asked if the liquid was discharged to the sewer and would any permitting be needed. Mr. Parkowski said that it would be going into the sewer system but there would be no permitting needed.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Riddle	Yes
Mr. Sheldon	Yes

Mr. Esposito                      Yes

**Motion Adopted**

(5 Yes, 0 No, 2 Absent)

*Report of the Technical Affairs and Facilities Management Committee*

**C.        REPLACEMENT OF MAIN SCALES AT THE PINE TREE CORNERS TRANSFER STATION – CONTRACT C-22-869-NT**

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

“The Board rejects the bids received for the Replacement of Main Scales at the Pine Tree Corners Transfer Station.”

**Second** – Mr. Griffiths

Mr. Watson said that the scales at Pine Tree are the original scales and are 30 years old. It is time to replace them. Along with replacing the scales, staff wants to extend the length to make them consistent with all the other facilities. This would include the approach pads which includes a lot of concrete work. Staff anticipated it being more expensive than normally replacing the scales but unfortunately the three bids that were received were very high. They were substantially higher than the engineer’s estimate. Fortunately, the scales don’t have to be replaced right away. Mr. Munyan said that staff is going to review and modify the bid in hopes of getting better prices. Staff feels the responsible thing is to recommend rejecting the bids and rebidding at a later time. Ms. Roddy said that changing some of the logistics in the bid, such as closing the facility to all traffic might help reduce the cost. Mr. Griffiths asked if the Board had the authority to reject the bids since none had been accepted. Mr. Teichman said the Board has authority to reject all three bids. Mr. Esposito asked how soon the scales would need to be replaced. Mr. Munyan said that the company that provides the scale maintenance said they would last for several more years.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Riddle	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(5 Yes, 0 No, 2 Absent)

NEW BUSINESS

No comment

PUBLIC COMMENT

No comment

**Motion** – moved by Mr. Carter

“The Board Meeting is adjourned.”

**Second** – Mr. Griffiths

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

**Motion Adopted**  
(5 Yes, 0 No, 2 Absent)

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 5:18 p.m.