

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: February 27, 2025

LOCATION: DSWA Administration Building  
601 Energy Lane  
Dover, Delaware 19901

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito, Chairman  
Timothy P. Sheldon, Vice Chairman  
A. Temple Carter, III  
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  
Michael D. Parkowski  
Joseph J. Koskey, CPA  
Jason M. Munyan, P.E., BCEE  
Lynsey K. Baer, P.E., BCEE  
Pamela Williamson  
Christopher Velazquez

LEGAL COUNSEL

F. Michael Parkowski (PG&S)

GUESTS

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito called the four hundred and fiftieth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, February 27, 2025. 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 January 23, 2025, meeting of the Board of Directors.

**Motion A** – moved by Mr. Carter

“The Minutes of the January 23, 2025, Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second - Mr. Griffiths**

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

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

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

**B. REPLACEMENT OF SCALES AT THE PINE TREE CORNERS TRANSFER STATION -  
CONTRACT NO. C-24-910-NT**

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

“The Board awards the contract for Replacement of Scales at the Pine Tree Corners Transfer Station (PTCTS) to Advance Scale Company, Inc. as the most responsive bidder.”

**Second – Mr. Griffiths**

Mr. Watson said that this contract is for the replacement of scales at the Pine Tree Corners Transfer Station. Besides installing a new scale, this work will also include demolition of the current scales, site work to increase the size of the scales, installing the new scales and installing new gates and intercoms. It’s a very big scope of work. Two bids were received in response to the Request for Bids and Advance Scale was the lowest bidder. Legal counsel reviewed the bid and there were no concerns. Mr. Griffiths asked how long the construction would take. Ms. Baer said that because of the lead time to purchase the scales the project would not start until January 2026. Construction is scheduled to take 10 weeks. PTCTS will be shut down during the construction and traffic diverted to the Cherry Island and Sandtown Landfills.

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

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

Ms. Parks joined the meeting at 5:03 pm.

### NEW BUSINESS

Mr. M. D. Parkowski informed the Board that he had extended an invitation to Department of Natural Resources and Environmental Control Secretary Greg Patterson to attend a Board meeting.

### 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: 5:06 p.m.