

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: June 26, 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  
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  
Jason M. Munyan, P.E., BCEE  
Pamela Williamson

LEGAL COUNSEL

F. Michael Parkowski (PG&S)

GUESTS

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the four hundred and fifty-fourth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, May 22, 2025. He announced the meeting had been duly noticed according to the rules and regulations.

**A. MINUTES**

Chairman Esposito called for additions or corrections to the draft of the Minutes of the May 22, 2025, meeting of the Board of Directors.

**Motion A** – moved by Mr. Sheldon

“The Minutes of the May 22, 2025, Board of Directors’ regular meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Griffiths

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

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

## ***Report of the Administrative & Citizens' Affairs Committee***

### **B. LEGAL SERVICES AGREEMENT**

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

"The Board awards a three-year agreement for legal services to Parkowski, Guerke & Swayze, P.A."

**Second** – Mr. Sheldon

Mr. Watson said that current legal contract with Parkowski, Guerke and Swayze (PG&S) ends on July 31, 2025. This new contract will run for three years. There was an inflationary increase from the current pricing. This pricing is discounted from the normal PG&S rates. Staff is very pleased with all the work that our legal team handles and recommends to award this new three-year contract.

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. PUBLIC EDUCATION & OUTREACH ORGANIZATIONAL CHANGES**

**Motion C** – moved by Ms. Parks

"The Board approves the proposed organizational changes to the Public Education & Outreach Group as presented."

**Second** – Mr. Griffiths

Mr. Watson said that the Education and Outreach Team has proposed changes to staff because of an outstanding demand for presentations. Staff would like to add a position and change the job title and description so that it is uniform for all four positions. The new title of Education & Engagement Program Specialist will allow for the interchange of personnel to have the flexibility for various job assignments. Mr. Griffiths asked if the presentations were for specific age groups. Mr. Parkowski said that there is no age restriction for the presentations. Staff targets 3<sup>rd</sup> and 4<sup>th</sup> graders at the education center but they have hosted from pre-K all the way through high school. The plan is to expand presentations for older kids outside the classroom. Ms. Parks asked if staff does presentations for organizations. Mr. Parkowski said that staff has done presentations for home owners associations, senior centers and other adult groups.

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)

**D.        FACILITIES MANAGEMENT ORGANIZATIONAL CHANGES**

**Motion D** – moved by Ms. Parks

“The Board approves the proposed organizational changes to the Facilities Management Group as presented.”

**Second** – Mr. Griffiths

Mr. Watson said that this change to the organizational chart was the result of a retirement. Staff looked at the future needs and made a recommendation to replace the Manager of Environmental Monitoring position with an Environmental Scientist position and to eliminate the Environmental Technician position that is currently vacant. There is a monetary savings resulting from this change. Mr. Griffiths asked if this position oversees staff at each facility. Mr. Munyan explained that this position is in charge of the environmental monitoring for all the sites. There are no other staff doing this work.

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)

***Report of the Technical & Facilities Affairs Committee***

**E.        PROPOSED CHANGE ORDER FOR OPERATIONS AND MAINTENANCE OF THE ROUTE 5  
TRANSFER STATION – CONTRACT O-21-860-SR**

**Motion E** – moved by Mr. Sheldon

“The Board approves the proposed Change Order No. 1 for the Operations and Maintenance of the Route 5 Transfer Station to Greggo & Ferrara, Inc. to compensate for more tonnage to be transferred to the Central Solid Waste Management Center.”

**Second** – Mr. Griffiths

Mr. Watson said that in the current contract for hauling waste from the Route 5 Transfer Station the majority of the waste was going to the Jones Crossroad Landfill. The contract also asked for a price to haul the waste from Route 5 to the Sandtown Landfill but it was only for a small quantity. Because the tonnage at Jones Crossroads has increased staff wants to divert 50% of the waste to Sandtown. Greggo & Ferrara asked for a price increase since the tonnage amount increased twenty times greater than what the initial contract required. Staff negotiated with Greggo & Ferrara and believes that this is a reasonable price for the distance that the waste will be hauled. Mr. Griffiths asked how many years are left on the current contract. Mr. Munyan said that the contract was for three years with an optional fourth and fifth

year. The third year will end August 31, 2025 and staff has extended the contract for the fourth year which will go through August 31, 2026.

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 Mr. Sheldon

“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.