

MINUTES OF MEETING
DELAWARE SOLID WASTE AUTHORITY
BOARD OF DIRECTORS

DATE: May 26, 2011

LOCATION: 1128 S. Bradford St
Dover, DE

TIME: 5:00 p.m.

ATTENDEES:

DIRECTORS

Richard V. Pryor
Ronald G. McCabe
Theodore W. Ryan
Timothy P. Sheldon
Tonda L. Parks
Gerard L. Esposito (arrived 5:12)
Gregory V. Moore

STAFF

Pasquale S. Canzano
Richard P. Watson
Logan V. Miller
John J. Lechner

LEGAL COUNSEL

Jerry Homer
Michael Teichman

GENERAL PUBLIC

See attached

REGULAR BOARD MEETING

The Chairman, Richard V. Pryor called the three hundredth and thirty-third regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, May 26, 2011. He announced the meeting had been duly noticed and the Directors had received copies of the information to be considered.

A. MINUTES

Chairman Pryor called for additions or corrections to the draft of the Minutes of the last meeting of the Board of Directors.

Motion A – Moved by Mr. Sheldon

“The Minutes of the April 28, 2011 Board of Directors’ meeting of the Delaware Solid Waste Authority be accepted as written.”

Second – Ms. Parks

Vote – (Moore, Parks, Ryan,
Sheldon, McCabe, Pryor)

Motion Adopted
(unanimous)

B. FY 2012 PROPOSED BUDGET

Motion B – Mr. McCabe

“The Board adopt the proposed FY 2012 budget as presented.”

Second – Mr. Ryan

Jack Lechner commented that a workshop was held on April 13 and a hearing on April 26. Both were held at the Dover office and no one from the public attended. The budgeted revenues are \$59,975 thousand which totally offsets the budgeted expense of \$59,957 thousand. These are the same numbers that were presented to the Board prior to the workshop. The budget is based on 675,000 tons which is down from the 750,000 in the FY 2011 budget, which is a 10% reduction. Mr. Canzano stated that he appreciated the Board’s participation in the workshops and the Administrative Affairs Committee in reviewing the details of the budget.

- Mr. Esposito – absent
- Mr. Moore – Yes
- Ms. Parks – Yes
- Mr. Ryan – Yes
- Mr. Sheldon – Yes
- Mr. McCabe – Yes
- Mr. Pryor – Yes

Motion Adopted
(6 Yes 1 absent)

C. HUMAN RESOURCES MANUAL

Motion C – Mr. McCabe

“The Board Approve the proposed changes to the Human Resources Manual as presented.”

Second – Ms. Parks

Mr. Canzano stated that this is a housekeeping item. We have just upgraded the Administrative Policies and Procedures Manual and it was reviewed before the Administrative Affairs Committee. There were two policies, one for uniforms and one for professional memberships. The professional membership policy deals with memberships available to executive staff as well as senior management staff and that hasn't changed at all. It was just a physical move from the Administrative Policies and Procedures Manual to the Human Resources Manual because it properly belongs there. The other policy deals with uniforms that our employees wear, there was a very slight change in the language, it indicates that we will issue uniforms to eligible employees and replace them approximately every two years for the people who are designated to receive uniforms.

Mr. Esposito – absent
Mr. Moore – Yes
Ms. Parks – Yes
Mr. Ryan – Yes
Mr. Sheldon – Yes
Mr. McCabe – Yes
Mr. Pryor – Yes

Motion Adopted
(6 Yes 1 absent)

D. CHERRY ISLAND LANDFILL EXPANSION
CONTRACT C-06-562-NC

Motion D – Mr. Sheldon

“The Board approves a change order in the amount of \$76,498 and a 6-day calendar extension to Severson Environmental Services, Inc. to extend the existing 18” landfill gas header system.”

Second – Mr. Ryan

Mr. Watson stated that since the Technical/Facilities Management Committee meeting it was decided to drop one of the change orders that staff originally presented. The change order that we are requesting approval for today is for the gas pipeline that is in two parts. The part that Severson built over phases III, IV, and V and the part that ALCO built over phases I and II. There is a gap between the two on purpose because we have the main operating road in between. Now we are ready to make that connection and we have chosen Severson to do that work. They initially came in at \$86,687 and a six-day schedule and our staff negotiated down to \$76,498. Staff is recommending to proceed with this work.

Mr. Esposito – Yes
Mr. Moore – Yes
Ms. Parks – Yes
Mr. Ryan – Yes
Mr. Sheldon – Yes
Mr. McCabe – Yes
Mr. Pryor – Yes

Motion Adopted
(7 Yes 0 absent)

E. PURCHASE OF LANDFILL GAS – CHERRY ISLAND LANDFILL CONTRACT A-09-616-NC

No action

F. MOOR DISPOSAL

No action

Moved – Mr. Sheldon

“The Board of Directors go into Executive Session.”

Second – Mr. Moore

Vote – (Esposito, Moore, Parks, Ryan
Sheldon, McCabe, Pryor)

Motion Adopted
(unanimous)

Moved – Ms. Parks

“The Board of Directors return to regular session.”

Second – Mr. Esposito

Vote – Unanimous
(Esposito, Moore, Parks, Ryan
Sheldon, McCabe, Pryor)

Motion Adopted
(unanimous)

Moved – Mr. Sheldon

“The Board Meeting is adjourned.”

Second – Ms. Parks

Vote – (Esposito, Moore, Parks, Ryan
Sheldon, McCabe, Pryor)

Motion Adopted
(unanimous)

Respectfully submitted,

Libby J. Kelley

Meeting Adjourned: 5:43