

Board of Directors' Meeting Minutes

Date: June 19, 2015

Time: 7:30 a.m.

Meeting attended by: **Board of Directors:** Gordon, Hammel, Houck, Musser, Ulrich, and Weibel. **Staff:** Warner, Adams, Clabaugh, Gingrich, Lutz, Marsh, McGuire, Norris, Olson, Pruden, Ramsden-Herr, Sandoe, Wilhelm, Wireback, and Zorbaugh. **Also present were:** Solicitor Brandon Harter, Hartman, Underhill & Brubaker; Jim Klecko, Covanta; and citizens as listed on the attached sign-in sheet.

Board members absent: Brubaker, Deerin, Dzurik

Chairperson Ulrich requested a moment of silence followed by the pledge to the flag.

APPROVAL OF THE MINUTES

Chairperson Ulrich asked if there were any additions or corrections to the meeting minutes. Being none, a motion was requested to approve the Minutes of April 17, 2015 as distributed.

Motion: K. Weibel

Seconded: J. Musser

Adopted Unanimously

PUBLIC COMMENT

Ms. Leslie Osborne, Manor Township, commented on the availability of regulatory reports for the SRMC on LCSWMA's website.

"BEHIND THE SCENES" STAFF MEMBER

Bill Gingrich, Field Services Technician, discussed his role at LCSWMA.

CHIEF EXECUTIVE OFFICER - Mr. Warner reported on the following:

- A brief overview was given of financials for May and the YTD surplus ahead of budget showing a very strong start to the year.
- As part of LCSWMA's HR Strategic Plan, The Hay Group is currently compiling the results of an internal cultural assessment. The Board can expect, as a component of the process over the next few months, to receive phone calls requesting their feedback.
- An informal meeting, requested by DEP, was held to discuss the design, filling process, and other concerns about the future Frey Farm Landfill Vertical Expansion development, such as height, maximum daily volume, and traffic concerns. A public

hearing is scheduled for July 28th. ARM was present at the meeting to answer some of the questions, with DEP continuing to take comments throughout the entire process.

ACTION ITEMS:

Contribution to Millersville University "Net Zero" Admissions Building (\$50,000)

Chairperson Ulrich asked for a motion to approve the contribution to Millersville University.

Motion: R. E. Gordon

Seconded: J. Musser

Adopted Unanimously

CHIEF OPERATING OFFICER - Mr. Zorbaugh reported on the following:

- All facilities operated well in May. Customer visits, tonnages, and site maintenance continued to keep site staff very busy throughout the month.
- The SRMC, WTE, TSC, and the FFLF received PADEP site inspections and all were found to be operating well within regulatory parameters.
- A letter from LCSWMA's former ISO 14001 LRQA auditor, Lynn Jean, was received. The auditor closed the letter with the following quote:

"I've seen several organizations who try to do what you do, but not yet anyone who even comes close to the quality of operations at Lancaster County."

A copy of this letter was distributed to the Board and will be filed with the Minutes.

- SRMC:
 - A solid waste inspection and water quality inspection were performed. The inspector complimented the many problematic legacy issues addressed by LCSWMA in a positive manner at the site.
 - The possible equipment needs for the ash mining project were discussed and demonstration videos were shown.
- FFLF:
 - A request to increase the maximum daily volume (MDV) tonnage was summarized. A few large events occurred with contaminated soil from Packaging Corp. of America (PCA) and another event business that necessitated a temporary increase to handle the tonnages on May 21st and 22nd.
- TSC:
 - The Household Hazardous Waste Facility is on pace again to have record year in 2015. Graphs depicting the growth of customer participation, materials collected, and expenses were shown. A new traffic counter was installed at the facility and is helping to quantify the amount of visits to the facility on an hourly basis.
- WTE:
 - Electricity output, plant performance, and the events that affect it were discussed.

ACTION ITEMS:

Purchase of a Replacement Paint Can Emptier/Crusher at the Household Hazardous Waste Facility for \$30,960.00

Chairperson Ulrich asked for a motion to approve the purchase.

Motion: L. Houck

Seconded: B. Hammel

Adopted Unanimously

CHIEF FINANCIAL OFFICER – *Mr. Pruden* reported on the following:

- Preliminary results show a year-to-date surplus of \$2,469,000. Noted that the receipt of \$1,375,000, of the RACP funds, was budgeted for May. It is now expected to be received in the 2nd half of 2015.
- Tipping fee tonnage for refuse was below budget by 2.6%, but is showing signs of increase at all facilities as June has started off strong.
- The Lancaster WTE electric output was below budget by \$32,000 due to unscheduled outages.
- The SRMC was \$9,000 lower than budget, due to a portion of electricity that was sold to the grid at a lower price than budgeted.
- Overall operating expenses were generally in line with budget, while Administrative expenses were lower by 17% due to the timing of certain projects.
- The CNG savings after one year showed a net 8.8% return on the project. May was the highest usage month so far for CNG.
- At a health summit on May 7th, the Renew You Committee accepted a Platinum Well Workplace award for LCSWMA's wellness program in the small business category.

ACTION ITEM:

1. Summary of Disbursements

Chairperson Ulrich asked for a motion to approve the disbursements for May and April 2015 totaling \$13,865,453.

Motion: L. Houck

Seconded: K. Weibel

Adopted Unanimously

CAPITAL PROJECTS – *Mr. Wilhelm* reported on the following:

• SRMC:

The Transfer/Maintenance/Administration (TMA) building project is making great progress with foundation work complete, truck scale installed, and retaining wall complete. Rain delayed beginning the steel erection for the pre-engineered building, scheduled to begin the week of May 22nd. Completion date scheduled for September 30, 2015, progressing close to schedule.

- FFLF:
 - Concrete crushing from the demolition of the Frey Dairy Farm structures begins week of May 22nd and will be used for road material.
- Northwest Lancaster County River Trail:
 - Paving complete on Southern Conoy Section by the end of May
 - Section in Bainbridge to Decatur Street in Marietta now paved (6.5 miles)
 - Work continues with Marietta Borough to manage construction of approximately 2.6 miles of trail through the Borough. LCSWMA prepared the bid package for materials and for supplying the bridge over Evan’s Run. A bid package will be prepared in June for building the bridge foundations and setting the bridge.
 - County section will begin in July as some details regarding the Norfolk Southern property are still being discussed.
- TSC
 - A pre-bid meeting was held on June 9th regarding the new lunchroom in the administration building. Bids are due on June 30th and a recommendation for contract award is planned for the next Board meeting.
- A new position, Property Management Coordinator, was created. David Morra has accepted and will be starting in this position by the end of June.

ACTION ITEMS:

1. Contract award for Supplying Coarse Aggregate Materials for the Northwest River Trail (Lancaster Section)

Chairperson Ulrich asked for a motion to award the contract for supplying Coarse Aggregate material to County Line Quarry, Inc. for \$36,000.00

Motion: J. Musser **Seconded:** B. Hammel **Adopted Unanimously**

2. Contract award for Supplying and Delivering Hot Mix Asphalt Materials for the Northwest River Trail (Lancaster Section)

Chairperson Ulrich asked for a motion to award the contract for supplying Coarse Aggregate material to the sole bidder, Highway Materials, Inc., in the amount of \$171,322.50.

Motion: K. Weibel **Seconded:** R. E. Gordon **Adopted Unanimously**

TECHNICAL SERVICES – **Mr. Norris** reported on the following:

- For the ash processing project at the SRMC, ARM put together a site drawing using conceptual ideas and submitted it to DEP for review and determination that it will require a minor permit modification.
- One of the currently approved monitoring wells on the future Perdue property, next to the Lancaster WTE Facility, was replaced as part of the Groundwater monitoring plan.

- The SRBC requested a site visit of the Lancaster WTE facility. Its interest was mostly with the technology used and how the monitoring is performed.
- Ms. Emily West tendered her resignation and an Environmental Manager position has been created in light of her departure. Interviews for this position have begun.
- The scheduled EMS internal audits were completed in May. There were very few suggestions for improvement (SOFIs).
- The FAA is reviewing the possible ash landfill expansion at the SRMC to determine any navigation hazards at surrounding airports.
- All required monitoring and reporting activities were completed for May.

BUSINESS DEVELOPMENT, PLANNING, AND RECYCLING – *Mr. Adams* reported on the following:

- SRMC:

The service agreement with Inashco for the ash processing project progresses. The per-ton payment will have a fixed and a variable component. The amount of heavy non-ferrous metals will affect the per-ton payment. A test load was sent to quantify the amount. Photos of ash and metals being recovered were shown.
- Lancaster WTE:

As the Lancaster WTE power-purchase agreement with Met-Ed ends, other options for selling electricity are being sought.
- Perdue:
 - PADEP continues to review Perdue's air permit application. To remain on track, Perdue has begun site work in order to be ready for the 2016 harvest season. Photos were shown of the preliminary work done. The Real Estate Option Agreement was extended again, without charge, for Perdue.
- Communications:
 - Over 500 visitors participated in the annual Spring Wind Tours event at the FFLF.
 - The paved NWLCRT portion from Marietta to Bainbridge was officially opened on June 6th for "National Trail day."
 - Photos were shown of the new branding on the SRMC building.
 - LCSWMA's CNG program was featured on MotorWeek for its "Clean Cities" segment.
- Waste Stream Management
 - LCSWMA staff worked to accommodate a large contaminated soil job from Packaging Corporation of America by accepting the waste over two Saturdays.

CITIZENS ADVISORY COMMITTEE

The next CAC meeting is scheduled for November.

EXECUTIVE SESSION

An Executive Session was held to discuss real estate.

ADJOURNMENT

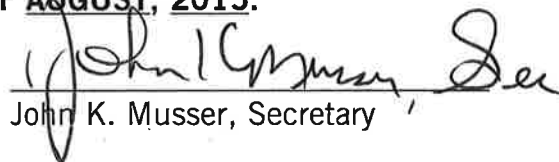
Chairperson Ulrich asked for a motion to adjourn the meeting at 9:30 a.m.

Motion: B. Hammel

Seconded: L. Houck

Meeting Adjourned

APPROVED BY THE BOARD OF DIRECTORS OF THE LANCASTER COUNTY SOLID WASTE MANAGEMENT AUTHORITY THIS 21st DAY OF AUGUST, 2015.

A handwritten signature in black ink, appearing to read "John K. Musser, Sec.", is written over a horizontal line. Below the line, the name "John K. Musser, Secretary" is printed in a standard black font.