



Board of Directors • Meeting Minutes

DATE: September 16, 2016

TIME: 7:30 a.m.

Attendance

BOARD OF DIRECTORS: Brubaker, Deerin, Dzurik, Gordon, Hammel, Houck, Musser, Ulrich, and Weibel.

STAFF: Warner, Adams, Capots, Clabaugh, Kohr, Lane, Marsh, Mauck, McGuire, Roberts, Sandoe, Vollmer, Wireback, and Zorbaugh.

ALSO PRESENT: Solicitor Alex Henderson with Nikolaus & Hohenadel LLP, Jim Klecko with Covanta, and citizens as listed on the attached sign-in sheet.

Opening

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

Approval of Minutes

Chairperson Ulrich asked for any additions or corrections to the meeting minutes. Being none, a motion was requested to approve the Minutes of July 22, 2016 as distributed.

Motion: M. Brubaker

Seconded: J. Musser

Adopted: Unanimously

Public Comment

There was no public comment.

Staff Highlight

Allison Vollmer, Community Outreach Coordinator, discussed her role at LCSWMA.

Chief Executive Officer

Mr. Warner reported on the following:

- Overall business climate update: robust business in 2016. Have not seen growth like this in 10 years.
- LCSWMA staff well into the 2017 Budget planning process.
- Working with DEP on continued permit review for the Frey Farm Landfill Vertical Expansion. Manor Township supervisors vote will take place on September 21st at 5:30 p.m.

Chief Operating Officer

Mr. Zorbaugh reported on the following:

- All LCSWMA facilities operated well, with the continued trend of robust tonnages and increased vehicle traffic at the sites. Staff remained busy managing the inbound waste volumes and completing site maintenance and improvement projects while maintaining environmental compliance with all regulatory permits.
- The Lancaster WTE facility concluded an outstanding record run of three units achieving 100% availability for 117 consecutive days. The previous record stretch was 79 consecutive days. A

scheduled outage took place and the facility is running well coming out of that outage. YTD the average boiler operating time is 94.2% which is .7% above last year through August.

- HHW customer usage continues to trend below 2015 Totals by 7.7%. This trend of declining customer usage may be a case of reaching a saturation point with Lancaster County residents. Electronic waste continues to grow at 1.8% and comprises 78% of the total weight of materials collected at the facility. HHW type materials (paint, waste oil, chemicals) is down 12% from 2015 Totals. Expense per customer visit is up 27% overall.

Chief Financial Officer

Mr. Lane reported on the following:

- August surplus of \$1,625k exceeded budget by \$416k.
- Site expenses below budget by \$114k. Administrative expenses above budget by \$23k.
- LCSWMA's net surplus YTD stands at \$7,273k vs. the budget surplus of \$6,496k.

Action Items

1. SUMMARY OF DISBURSEMENTS

Chairperson Ulrich asked for a motion to approve the disbursements for July 2016 and August 2016 totaling \$12,201,508.87.

Motion: J. Deerin **Seconded:** J. Musser **Adopted:** Unanimously

2. BOARD ACTION NO.3: ANNUAL AUDIT ENGAGEMENT AGREEMENT

Chairperson Ulrich asked for a motion to approve Trout, Ebersole & Groff to perform the annual audit of the Authority for the year ended December 31, 2016.

Motion: K. Weibel **Seconded:** S. Dzurik **Adopted:** Unanimously

Chief Business Development Officer

Mr. Adams reported on the following:

SRMC FACILITY IMPROVEMENTS

- New quench spray system installed in 2015 at cost of \$375k has reduced downtime and increased revenue by \$254k.
- New service water reuse system reduced consumption by 9% compared to 2014 totaling a \$110k/year savings.
- New sewer meter reduced sewer discharge by 75% compared to 2014 totaling a \$225k/year savings.

Action Items

1. BOARD ACTION NO.4: RESOLUTION NO. 2016-7

Chairperson Ulrich asked for a motion to approve the amendment to the Dauphin County Cooperation Agreement.

Motion: R.E. Gordon

Seconded: B. Hammel

Adopted: Unanimously

Director of Business Solutions

Ms. Marsh reported on the following:

PERDUE UPDATE

- Perdue is focused on grading activities and constructing the grain storage pad.
- Outage and Covanta tie-in scheduled for September 2017.

Action Items

1. BOARD ACTION NO.5: RESOLUTION NO. 2016-8

A Resolution Authorizing and Approving the Chief Executive Officer to execute agreements for the procurement of natural gas supply service.

Chairperson Ulrich asked for a motion to approve Resolution No. 2016-8

Motion: J. Musser

Seconded: J. Deerin

Adopted: Unanimously

2. BOARD ACTION NO.6: RENEWABLE ENERGY CERTIFICATES SALE AGREEMENT

Chairperson Ulrich asked for a motion to approve the REC sale agreement with DTE Energy for Energy Year 2017 RECs.

Motion: K. Weibel

Seconded: L. Houck

Adopted: Unanimously

Deputy Chief of Human Resources

Ms. Wireback reported on the following:

DRIVECAM PILOT PROGRAM

- In March 2016, LCSWMA installed cameras within four fleet trucks (two at the Transfer Station, one at WTE and one at SRMC).
- The pilot program realized a 75% decrease in coachable events since April 2016.
- Goal is to install cameras in full fleet (30 trucks) which would total an investment of \$23,000/year.

Action Items

1. BOARD ACTION NO.7: RESOLUTION NO. 2016-9

A Resolution Authorizing and Appointing individuals to the LCSWMA Pension Plan Administrative Committee

Chairperson Ulrich asked for a motion to approve Resolution No. 2016-8

Motion: M. Brubaker**Seconded:** J. Musser**Adopted:** Unanimously**Deputy Chief of Community Relations**

Ms. Sandoe reported on the following:

- Regarding the Frey Farm Landfill vertical expansion project, Phase I of the DEP permit review anticipated to close by Fall 2016, with Phase II spanning from Fall 2016-Spring 2017.
- Examining website analytics from September 1, 2015 through September 1, 2016 realized 55,926 total unique users with 42.41% being mobile users. Most visited pages were the Home Page, Contact Us, and HHW which accounted for 60-70% of all pages viewed.
- Staff is exploring a second overhaul to the website as the last overhaul was completed in 2011.

Citizens Advisory Committee


- Next meeting scheduled for November 16, 2016.
- Two new members have expressed interest in joining the committee

Adjournment

Chairperson Ulrich asked for a motion to adjourn the meeting at 9:03 a.m.

Motion: K. Weibel**Seconded:** L. Houck**Adopted:** Unanimously

APPROVED BY THE BOARD OF DIRECTORS OF THE LANCASTER COUNTY SOLID WASTE MANAGEMENT AUTHORITY THIS 21st DAY OF OCTOBER, 2016.



John K. Musser, Secretary