

# Board of Directors • Meeting Minutes

**DATE:** February 19, 2021

**TIME:** 7:30 a.m.

## Attendance

**BOARD OF DIRECTORS:** Blowers, Brubaker, Dzurik, Gordon, Houck, Ulrich, and Weibel.

**STAFF:** Adams, Henderson (Legal Counsel), Marsh, Sandoe, Stenson Dabney, Youngs, and Zorbaugh.

**ALSO PRESENT:** Dave Sharp from Covanta and Dr. Leslie Osborne.

**BOARD OF DIRECTORS ABSENT:** Deerin and Rettew

**NOTE:** LCSWMA is a life sustaining business under applicable Commonwealth of Pennsylvania actions and critical infrastructure under applicable federal guidance. This meeting of the Board of Directors was held virtually and all individuals attended electronically. All individuals attending the meeting could hear, and be heard by, all other attendees.

## Opening

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

## Approval of Minutes

### Action Items

#### 1. BOARD ACTION NO. 1: APPROVAL OF MINUTES

Chairperson Brubaker asked for any additions or corrections to the meeting minutes. Being none, a motion was requested to approve the Minutes of December 18, 2020 as distributed.

**Motion:** L. Houck

**Seconded:** K. Weibel

**Adopted:** Unanimously

## Public Comment

None

## Chief Executive Officer

Mr. Zorbaugh introduced LCSWMA's new Board member John Blowers, appointed to the LCSWMA Board by the Lancaster County Commissioner for a five-year term beginning January 1, 2021.

Mr. Zorbaugh provided a brief overview of the trend in tip fee revenues for the 2020 year-end; highlighting the month of January 2021.

Mr. Zorbaugh provided a detailed update on the Insurance Captive which became effective January 1, 2021. Mr. Dzurik provided a brief overview of the current Insurance market.

Mr. Zorbaugh reported LCSWMA will be featured in articles in Fig and TheBurg Magazines.

Lastly, Mr. Zorbaugh briefly reported on facility closures due to inclement weather.



## Action Items

### **2. BOARD ACTION NO. 2: MOTION TO APPROVE RESOLUTION 2021-01: SALE OF REAL ESTATE**

Chairperson Brubaker asked for a motion to approve Resolution 2021-01 for the Sale of Real Estate known as 425 South Muddy Creek, East Cocalico Township, in the amount of \$1,492,700.

**Motion:** K. Weibel

**Seconded:** L. Houck

**Adopted:** Unanimously

## Chief Financial Officer

Mr. Youngs provided a detailed report on monthly financials, including tonnage, revenues, expenses and the net position. The Authority actual tons exceeded the original budget. With the increase in revenues and continued mitigation of operating and support costs, EBITDA for January exceeded budget by \$824K [+182.6%].

Mr. Youngs provided an overview of the Financial Position, highlighting EBITDA, Balance Sheet, Income Statement, Cash Flow Summary, Analytics and Trade Receivables.

Lastly, Mr. Youngs provided a brief update on the internal audit conducted by Trout CPA.

## Action Items

### **3. BOARD ACTION NO. 3: APPROVAL OF DISBURSEMENTS FOR DECEMBER 2020 AND JANUARY 2021**

Chairperson Brubaker asked for a motion to approve Disbursements for December 2020 and January 2021 for the total combined amount of \$26,740,306.90.

**Motion:** L. Houck

**Seconded:** K. Weibel

**Adopted:** Unanimously

## Chief Operating Officer

Mr. Adams reported on Waste Business Outlook, highlighting record-setting tipping revenue for January 2021. Lastly, he reported on Capital Projects, highlighting the upcoming Transfer Station Tunnel Repair Project.

## Action Items

### **4. BOARD ACTION NO. 4: MOTION TO APPROVE PURCHASE OF EQUIPMENT APPROVED IN 2021 BUDGET**

Chairperson Brubaker asked for a motion to approve the purchase of equipment in the amount of \$201,197 as presented at the meeting.

**Motion:** L. Houck

**Seconded:** S. Dzurik

**Adopted:** Unanimously

### **5. BOARD ACTION NO. 5: MOTION TO APPROVE CHANGE ORDER NO. 3 (FINAL) TO HARDEN GROUP**

Chairperson Brubaker asked for a motion to approve the Change Order No. 3 (Final) to Harden Group, LLC for the Frey Farm Landfill 2020 Construction Project in the amount of \$133,573.52.

**Motion:** J. S. Ulrich

**Seconded:** R. E. Gordon

**Adopted:** Unanimously



## Chief Business Development Officer

Ms. Marsh reported on the Energy market, highlighting various market drivers for the month and touching on implications from legislative initiatives that could impact WTE facilities in PA.

### Action Items

#### 6. BOARD ACTION NO. 6: MOTION TO APPROVE RESOLUTION 2021-02: MODIFICATION 2021-1

Chairperson Brubaker asked for a motion to approve Resolution 2021-02 authorizing the execution of the Modification Agreement, Modification 2021-1 between LCSWMA and Covanta by Robert B. Zorbaugh with an estimated cost of \$158,806.

**Motion:** L. Houck

**Seconded:** K. Weibel

**Adopted:** Unanimously

#### 7. BOARD ACTION NO. 7: MOTION TO APPROVE PROCESSING AND MARKETING SERVICES FOR FERROUS SCRAP METAL

Chairperson Brubaker asked for a motion to approve award of contract for the processing and marketing services for Ferrous Scrap Metal to Summit Resources Group (SRG) with an estimated annual value of \$958,235.

**Motion:** K. Weibel

**Seconded:** L. Houck

**Adopted:** Unanimously

#### 8. BOARD ACTION NO. 8: MOTION TO APPROVE PURCHASE OF BIODEGRADABLE YARD WASTE COLLECTION BAGS

Chairperson Brubaker asked for a motion to approve award of contract for the purchase of Biodegradable Yard Waste Collection Bags to Dano Enterprises, Inc. in the amount of \$164,692.

**Motion:** J.S. Ulrich

**Seconded:** L. Houck

**Adopted:** Unanimously

#### 9. BOARD ACTION NO. 9: MOTION TO APPROVE PURCHASE OF CURBSIDE RECYCLING BINS

Chairperson Brubaker asked for a motion to approve award of contract for the purchase of curbside recycling bins through COSTARS program to TM Fitzgerald in the amount of \$57,400 and Busch Systems in the amount of \$6,429.00 for the total award cost of \$63,829.00.

**Motion:** L. Houck

**Seconded:** J.S. Ulrich

**Adopted:** Unanimously

#### 10. BOARD ACTION NO. 10: MOTION TO APPROVE RESOLUTION 2021-03: REAL ESTATE PURCHASE

Chairperson Brubaker asked for a motion to approve Resolution 2021-03 authorizing the purchase of real property located at 1935 River Road in Marietta, Pennsylvania for \$272,000.00.

**Motion:** R.E. Gordon

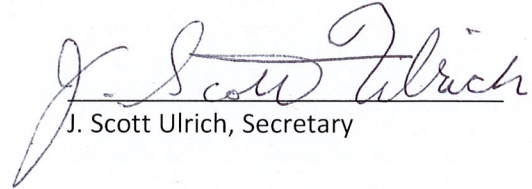
**Seconded:** L. Houck

**Adopted:** Unanimously

## Adjournment

The Board Meeting adjourned at 8:37 a.m. Mr. Henderson noted there would not be an Executive Session.

**APPROVED BY THE 19<sup>th</sup> DAY OF MARCH 2021.**

A handwritten signature in black ink that reads "J. Scott Ulrich".

J. Scott Ulrich, Secretary