

## Board of Directors • Meeting Minutes

**DATE:** September 17, 2021

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

### Attendance

**BOARD OF DIRECTORS:** Brubaker, Blowers, Deerin, Houck, Rettew and Ulrich.

**STAFF:** Adams, Capots, Barnett, Gross, Henderson (Legal Counsel), Marsh, Manning, Stenson Dabney, Youngs, and Zorbaugh.

**BOARD OF DIRECTORS ABSENT:** Dzurik, Gordon and Weibel

**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 in person and virtually. All individuals attending the meeting could hear, and be heard by, all other attendees.

### Opening

Chairperson Brubaker requested all rise for the pledge to the flag.

### Approval of Minutes

#### Action Items

**1. BOARD ACTION NO. 1: APPROVAL OF MINUTES OF JULY 16, 2021**

Chairperson Brubaker asked for any additions or corrections to the meeting minutes. Being none, a motion was requested to approve the Minutes of July 16, 2021, as distributed.

**Motion:** J. Deerin

**Seconded:** L. Houck

**Adopted:** Unanimously

### Public Comment

None

### Chief Executive Officer

Mr. Zorbaugh reported on LCSWMA's financial performance for the month with increased tip revenues as a result of the recent hurricane, the developing five-year budget plan, and positive support in recognition of LCSWMA's community involvement in the greater Harrisburg region.

Mr. Zorbaugh provided an overview of the Lancaster County Conservancy's request for a funding contribution and detailed LCSWMA's partnering relationship on past projects, including high visibility projects with schools and other entities, and a desire to continue this partnership moving forward.

Lastly, Mr. Zorbaugh introduced Karen Gross, LCSWMA's new Communications Manager.

#### Action Item

**2. BOARD ACTION NO. 2: RESOLUTION 2021-11: LANCASTER CONSERVANCY GRANT AGREEMENT**

Chairperson Brubaker asked for a motion to approve Resolution 2021-11 authorizing and approving a grant agreement between Lancaster County Conservancy and the Lancaster County Solid Waste Management Authority for a total disbursement amount \$200,000.00 to be paid annually in a single lump sum of \$40,000.00 over a five-year term to the Lancaster County Conservancy.

**Motion:** G. Rettew

**Seconded:** J. Blowers

**Adopted:** Unanimously

### **Chief Financial Officer**

Mr. Youngs provided a detailed report on monthly financials, including tonnage, revenues, expenses, and the net position. The Authority received 86,184 tons in August, exceeding budget by 218 tons [+3.3%] as a result of strong contract refuse and residual waste volume coupled with several days of significant rainfall. The Authority generated a total operating revenue of \$8.49M.

Mr. Youngs provided an overview of the financial position, highlighting EBITDA, Balance Sheet, Income Statement, Cash Flow Summary, Analytics and Trade Receivables. Mr. Youngs also provided further insight on total operating expenses, support expenses, and liquidity. In addition, Mr. Youngs provided an insurance update and a welcoming review of Wes McDonald, the new operations manager at Covanta Bainbridge.

Additionally, Mr. Youngs detailed the IT penetration test by Candoris, providing its findings on strengths and risks, and the recommendations for next steps in protecting LCSWMA's information technology network and systems.

Lastly, Mr. Youngs provided an overview of the GSIF entity revealing it provides nominal future value.

### **Action Items**

#### **3. BOARD ACTION NO. 3: MOTION TO APPROVE DISBURSEMENTS FOR JULY AND AUGUST**

Chairperson Brubaker asked for a motion to approve Disbursements for July and August 2021 for the total combined amount of \$13,997,989.00.

**Motion:** G. Rettew

**Seconded:** S. Ulrich

**Adopted:** Unanimously

#### **4. BOARD ACTION NO. 4: RESOLUTION 2021-12: DISSOLVING THE GOVERNMENT SELF-INSURANCE FUND**

Chairperson Brubaker asked for a motion to approve Resolution 2021-12 authorizing and approving GSIF shall be deemed terminated and dissolved.

**Motion:** J. Deerin

**Seconded:** J. Blowers

**Adopted:** Unanimously

### **Chief Operating Officer**

Mr. Adams provided a detailed overview of the waste business outlook, including a monthly comparison between 2021 actual and budget, as well as 2021 compared to 2019. He reported business performance was above budget for August.

Mr. Adams summarized the TSC Tunnel project and reported that it was completed on time and under budget. He recognized Nick Kohr, John Ridinger, Erin Saylor, and their teams, for managing a major disruption with minimal impact.

Lastly, Mr. Adams reported that the disruption with the liner development company from Texas was resolved with positive impact on the budget.

#### Action Items

**5. BOARD ACTION NO. 5: CHANGE ORDER NO. 1 (FINAL) TO LOBAR SITE DEVELOPMENT FOR THE TRANSFER STATION COMPLEX**

Chairperson Brubaker asked for a motion to approve Change Order No. 1 (FINAL) to the Transfer Station Complex Tunnel Roof Replacement Project to Lobar Site Development in the amount of \$34,093.

**Motion:** L. Houck      **Seconded:** G. Rettew      **Adopted:** Unanimously

**6. BOARD ACTION NO. 6: AWARD OF CONTRACT FOR THE FREY FARM LANDFILL VERTICAL EXPANSION (FFVE) STAGE 2 GEOSYNTHETIC PROCUREMENT AND INSTALLATION PROJECT**

Chairperson Brubaker asked for a motion to approve the award of the contract for the FFVE Stage 2 Geosynthetic Procurement and Installation Project to Atlantic Lining Company of Eastampton, NJ, in the amount of \$761,670.

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

#### Chief Business & Compliance Officer

Ms. Marsh reported on LCSWMA's energy portfolio highlighting various market drivers for the month. She also provided a review of the market-based energy portfolio and commodity markets, real estate update and overview of business related to environmental and safety compliance.

In addition, Ms. Marsh provided an overview of the status of the resumed discussions regarding LCSWMA's Renewable Natural Gas (RNG) engagement with UGI at the Frey Farm Landfill and the economic viability for interconnection.

Lastly, Ms. Marsh presented an overview of LCSWMA's efforts to rezone land adjacent to the WTE facility in Conoy Township.

#### Action Items

**7. BOARD ACTION NO. 7: EXTENSION AND AMENDMENT OF DECEMBER 2011 WASTE SERVICES AGREEMENT**

Chairperson Brubaker asked for a motion to approve entering into a two-year extension with LASA for leachate and grit screen waste disposal.

**Motion:** L. Houck      **Seconded:** J. Deerin      **Adopted:** Unanimously

**8. BOARD ACTION NO. 8: RESOLUTION 2021-13: AUTHORIZING ACTIONS TO REZONE CERTAIN PROPERTY AND AMEND THE OFFICIAL ZONING MAP OF CONOY TOWNSHIP**

Chairperson Brubaker asked for a motion to approve Resolution 2021-13 authorizing rezoning actions.

**Motion:** L. Houck      **Seconded:** J. Deerin      **Adopted:** Unanimously

#### Other Business

The next meeting of the Board will be held on October 22, 2021.

### **Adjournment**

The Board Meeting adjourned at 9:12 a.m. Mr. Henderson noted that an Executive Session would be held to discuss litigation and personnel matters, but no actions would be taken during or after the Executive Session.

**APPROVED THE 22<sup>ND</sup> DAY OF OCTOBER 2021.**



J. Scott Ulrich, Secretary