

**BERKS COUNTY SOLID WASTE AUTHORITY  
MINUTES OF THE REGULAR MEETING OF  
July 19, 2022**

A regular meeting of the Board of the Berks County Solid Waste Authority (the “Authority”) was called to order at 3:00 p.m. on July 19, 2022, in the Commissioners’ meeting room, 13<sup>th</sup> Floor, County Services Center, 633 Court Street, Reading, Pennsylvania.

The following members were present:

Mr. Charles Mowbray  
Mr. Brian Clements  
Mr. Don Moll  
Charles Jones, PE  
John Pagerly, CPA  
Michael Gombar, Jr. – Participated by phone

Absent was Mr. Tony Rymar, Mr. Tony Sacco and Ms. Michelle Kircher.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority  
Michael Setley, Esquire, Georgeadis Setley Attorneys and Advisors

The Chairman declared a quorum was present and called the meeting to order.

PUBLIC COMMENT

No members of the public were present.

MINUTES

Upon a motion by Mr. Moll, seconded by Mr. Jones, the minutes of the regular meetings of May 17, 2022, were unanimously approved.

FINANCE

Treasurer’s Report:

Ms. Meeks distributed the Treasurer’s Report and invoices for payment and reviewed them with the Board. Upon a motion by Mr. Clements, seconded by Mr. Pagerly, the Board approved the payment of all invoices and ratified the payment of invoices previously paid and accepted the Treasurer’s Report.

## SOLICITOR'S REPORT

Attorney Setley did not have any information to share but was happy to attend the meeting on behalf of Attorney Georgeadis.

Ms. Meeks reported that on May 24, 2022, the Petition for Allowance of Appeal, filed by New Morgan Landfill Company, was denied by the Supreme Court of Pennsylvania Middle District. This decision concludes the lawsuit and no further action can be taken. Ms. Meeks indicated that Conestoga Landfill is continuing to paying their quarterly host fees.

## NEW BUSINESS

### a. Permit for HHW

Ms. Meeks indicated that all permits for our one-day hazardous waste collection event, to be held on October 15, 2022, have been submitted and approved by DEP. Ms. Meeks indicated that mandatory pre-registration will open for this event on August 1<sup>st</sup> and we will start registration at 1,500 residents, running from 8:00 AM until Noon. Additional spaces can be made available if needed, once we get closer to the event.

Ms. Meeks indicated that she will use the Eventbrite website for registration, which has worked very well over the past two years. E-mails will also be sent to everyone that has registered for a prior collection, making them aware of our fall collections.

### b. Fall paper shredding event

Ms. Meeks indicated that VRC is once again interested in running our fall paper shredding event at a cost of \$2,000. The event will be held on October 8, 2022 with VRC providing two shredding trucks, two – 26' box trucks, one – 16' box truck and eight employees. The Conrad Weiser Football Team will also be helping during the event. Registration for this event will also be required and we will limit it to the first 1,500 registrants. Each vehicle will be permitted to have a maximum of five (5) boxes of documents for shredding. Registration will also open for this event on August 1, 2022.

### c. 902 Recycling Grant – BCSWA

Ms. Meeks reviewed the status of our 902 Recycling Grant that was awarded in June. This grant would cover 90% of the cost of repairing and painting our roll-off containers, new totes for our paper recycling program, new skid-steer, design and erect a roof over the paper recycling area, receive reimbursement for our fencing project and seal coat the parking lot. Ms. Meeks reported that the roll-off containers have been repaired and the skid steer is expected to be delivered within the next few weeks. Both of these items are over budget, which we expected and she recommended reviewed the grant numbers once we get additional work completed. The next project covered under the grant is the seal coating of the parking lot, which she is working with Sloan Paving on scheduling, since it will require closing the center for two days. Ms. Meeks reported that she will continue to meet with each of the municipalities that have existing

grants to assist with their contracts and disbursement requests. Ms. Meeks indicated that there has been a large turnover on municipal office staff which is causing confusion on the grants.

d. Will Jarrett – Annual Review

Ms. Meeks indicated that Will Jarrett has been with the Authority for thirteen years, twelve of those as a full-time employee and does an exceptional job operating the recycling center and takes great pride in his job. Ms. Meeks reminded the Board that the only benefits that Will currently receives is vacation and sick time and 75% of his Medicare costs, which is minimal. Ms. Meeks indicated that Will does not currently have a supplemental health care plan, which is offered. Mr. Mowbray indicated that Will's current hourly rate is \$25.10. After much discussion, upon a motion by Mr. Pagerly, seconded by Mr. Clements, the Board unanimously approved an increase in Will's hourly rate to \$27.00 per hour and to pay 100% of his supplemental health insurance coverage.

e. 2023 Special Collection Dates

Ms. Meeks recommended setting the following dates for our 2023 collections and recommended handing out magnets again this fall with those dates:

Hazardous Waste Collection:

April 15, 2023 – Governor Mifflin Intermediate School  
October 21, 2023 – Berks County Agricultural Center

Paper Shredding Event:

April 22, 2023 – Governor Mifflin Intermediate School  
October 14, 2023 – Berks County Agricultural Center

EXECUTIVE DIRECTOR

Ms. Meeks updated the Board on the electronic recycling center. She indicated that 8,500 residents have used the site, in the first six months of this year, collecting 485,000 pounds of electronics, which is a slight decrease over this same period of time in 2021.

Ms. Meeks indicated that one of our part-time employees will be leaving for college on August 7, 2022, but has agreed to stay on the payroll, working every other Saturday, which will work out well for the fall and winter months.

Ms. Meeks indicated that she has filed the 2021 performance grant with DEP on behalf of the County. She is continuing to assist our municipalities with their grants, which are due December 31, 2022, which must be filed electronically through the DCED website.

Ms. Meeks indicated that she is working with twenty-five of our municipalities on their 902 grants, which will either terminate in early 2023 or have recently been awarded. There has

been a large turnover of municipal staff, which will require additional assistance in completing these projects.

Ms. Meeks then showed some before and after pictures of the recycling center reviewing the projects that have been completed over the last ten years and also discussing projects that are still in the works. Ms. Meeks indicated that she and the Chairman had discussed the possibility of having our September Board meeting at the recycling center, so she thought these photos would help to generate some interest in that meeting.

Ms. Meeks indicated that most of the other items outlined in her report have been discussed throughout today's meeting and offered to answer any questions that members may have, regarding her report.

#### Next Meeting Date

Mr. Mowbray indicated that the next Authority meeting will be held on Tuesday, September 20, 2022 at 3:00 PM at the Recycling Center and asked the members if they were in favor of that location. The members present for the meeting thought it would be a good idea to have the meeting at the center, to see the improvements first hand.

#### ADJOURNMENT

At 3:50 p.m., upon a motion by Mr. Clements, seconded by Mr. Moll the Board unanimously resolved to adjourn.