

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
November 18, 2014**

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 November 18, 2014, in the Commissioners' meeting room, 13th Floor, County Services Center, 633 Court Street, Reading, Pennsylvania.

The following members were present:

Mr. Charles Mowbray
Ms. Michelle Kircher
Mr. Brian W. Clements
Mr. Tony Sacco
Mr. Tony Rymar
Michael Gombar, Jr., Esquire
John Pagerly, CPA
Charles Jones, PE.

Absent was Ms. Dale-Ann Farina.

Also present:

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

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

The Chairman reported that Mr. Gombar was appointed to the Board last Thursday by Commissioner Leinbach, to fill the remaining term of Mr. Bradley, who recently passed away. Mr. Mowbray indicated that Mr. Bradley will be missed as a friend, colleague and long term member of this Board.

Mr. Mowbray welcomed Mr. Gombar to the Board. Mr. Gombar stated that he is happy to be appointed to our Board and believes he will be able to offer insight from the Municipalities that he works with and share some of the issues that they face. Mr. Gombar indicated that he has been with Masano Bradley for over ten years and hopes to bring municipal ideas to the Board.

The Board welcomed Mr. Gombar and looks forward to working with him on the Authority project.

PUBLIC COMMENT

No members of the public chose to speak.

MINUTES

Upon a motion by Ms. Kircher, seconded by Mr. Jones, the minutes of the regular meetings of September 16, 2014, were 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. Sacco, the Board approved the payment of all invoices, ratified the payment of invoices previously paid and accepted the Treasurer's Report.

SOLICITOR'S REPORT

Mr. Rauch reported that he has been working with the Executive Director on some Authority matters, in addition to Bond compliance issues and the filing of required Reports.

NEW BUSINESS

a. 2015 Meeting Schedule:

Upon a motion by Mr. Jones, seconded by Mr. Clements the Board unanimously approved the following dates for our 2015 Board meetings, to be held at 3:00 PM in the Commissioners' meeting room, 13th Floor of the Services Center and authorized the Executive Director to advertise those dates:

Tuesday, January 20, 2015
Tuesday, March 17, 2015
Tuesday, May 19, 2015
Tuesday, July 21, 2015
Tuesday, September 15, 2015
Tuesday, November 17, 2015

b. Appointment of Committees:

Nominating Committee

Mr. Mowbray indicated that a Nominating Committee will need to be created and the slate of officers presented at our January 20, 2015 Board meeting. Upon a motion by Ms. Kircher, seconded by Mr. Clements the Board unanimously approved appointing Mr. Sacco and Mr. Jones to the Nominating Committee.

Finance Committee

Mr. Mowbray recommended that a permanent Finance Committee be created for 2015 to review and recommend the 2015 Budget, as well as other financial issues that may arise throughout the year. The Chair recommended and the Board unanimously approved appointing the following Board members to the Finance Committee: Mr. John Pagerly, Mr. Charles Mowbray and Mr. Charles Jones.

c. Update on fall collection events

Ms. Meeks indicated that we once again had a great turnout for our fall collections and the Contractors did a great job servicing residents and keeping the traffic flowing throughout the day. Ms. Meeks indicated that we had one of our largest hazardous waste collection ever with 1,400 residents bringing in 122,794 pounds of waste. This was a 74% increase from our spring collection, collecting 52,192 additional pounds. She indicated that the paper shredding event remains stable with 1,450 residents recycling approximately 45,000 pounds at each collection. The pharmaceutical collection again declined with only 174 residents participating, bringing in 800 pounds of medications, which was a 27% decrease from the spring collection and a 50% decrease from 2013. Ms. Meeks indicated that she believes that the Authority made the right decision to eliminate pharmaceutical collections in the future, since the District Attorney is now operating 24 drop-off locations throughout the County, and participation at our events continue to decrease. The District Attorney program has collected over 8,000 pounds of unwanted medications since implemented in 2013. Ms. Meeks indicated that the Authority will continue to be involved with the District Attorney program, through education and disposal practices. A copy of the data is attached to the minutes of today's meeting.

d. Reimbursement Requests

Ms. Meeks indicated that we have recently completed \$37,476.79 in repairs to the Recycling Center, including the construction of a retaining wall, replacement of concrete pads, painting, stonework, gutters and new signage and will be submitting a disbursement request to PADEP under our existing 902 recycling grant, reimbursing the Authority for 90% of the costs of those repairs. She indicated that we currently have a balance of \$21,538 in that grant and have until July of 2016 to use those funds.

Ms. Meeks indicated that the reimbursement request for our fall collection events are also completed and will be submitted to the DEP, requesting reimbursement of 50% of the costs of our hazardous waste and pharmaceutical programs totaling \$ 37,701.40 for the hazardous waste and \$3,844.42 for our pharmaceutical collection.

e. Contracts for 2015 collection events

Ms. Meeks indicated that we have received approval to once again participate in the Pa Department of Agriculture Contract for our 2015 Household Hazardous Waste collections. MXI did a great job during our 2014 collections and will once again be the Contractor for the Pa. Department of Agriculture Chemsweep program. Ms. Meeks indicated that there may be a

change to the funding allocation in 2015, if some of the larger Counties join this program. This program has been opened up to all Counties in Pa, for 2015. We will be contacted by the Department of Ag by January 15, with the allocation formula for 2015. In the past 100% of all pesticides was paid for by the Department of Ag, which amounted to \$ 25,861.80 for 2014. Upon a motion by Mr. Clements, seconded by Mr. Jones the board unanimously approved the recommendation of their Executive Director to participate in the Department of Ag Chem Sweep program for 2015 and to submit the necessary registration forms to the State.

OLD BUSINESS

a. Update on Solid Waste Management Plan Revision approval

Ms. Meeks indicated that on October 6, 2014, the Authority received confirmation from DEP that the Plan Revision, submitted to them on behalf of the County on September 5, 2014, was approved. This plan approval is effective for a ten-year period and all implementing documents have been submitted. Ms. Meeks indicated that the current Disposal Capacity Agreements will expire on December 31, 2025, 15 months after the Plan, expiration date. She indicated that at this time, we do not anticipate any issues with disposal capacity and therefore will not need to revisit this issue until sometime in 2023. She indicated that the Disposal Capacity Agreements will generate approximately \$30 million in revenue for the County over the life of those Agreements and that the current Bonds will be paid off in October of 2016.

Mr. Mowbray indicated that this is a substantial accomplishment to have the Plan Revision completed and approved by DEP, one year prior to the expiration of the 2005 Plan. He stated that this is a large hurdle, since administering the Solid Waste Management Plan for the County is the Authority's main responsibility.

b. Update on improvements at Recycling Center

Ms. Meeks indicated that since taking over the recycling operations for the County in 2008, \$420,000 in equipment and repairs have been made to the program and property located on Hilltop Rd. in Leesport, including: The purchase of two baler, a tipper, Box Cat and Accessories, nine roll-off containers, repairs to thirteen roll-off containers, the installation of restroom facilities including a well and sewer system, reinforcement and installation of new floors, opening up the entire basement of the recycling center for additional storage, paving, concrete work, retaining walls, painting the entire recycling center, installation of soffit and gutters, securing the roof and masonry work. All of these improvements have been made using DEP grants, which have covered 90% of all those costs, allowing all of these improvements to be made at a cost of \$42,000 to the Authority. Ms. Meeks distributed pictures of these site improvements that have been completed over the past seven years.

Ms. Rymar indicated that he has been working with the Executive Director on the possibility of paving the electronic recycling center portion of the site. He indicated that the project will require a Storm Water Management Plan. He has been in contact with Liberty Environmental who estimated the permit work to cost around \$5,000. Ms. Meeks indicated that she has received approval from DEP that 50% of those costs will be reimbursed through our Act

198 grant and that approximately \$20,000 remains in that fund through June 30, 2015. She recommended that the permitting work be completed this fall/winter with the paving to be done next spring/summer. She indicated that 50% of the paving costs would be reimbursed through the next fiscal budget year July 1, 2015 / June 30, 2016. The Board agreed to move forward with this project.

EXECUTIVE DIRECTOR

Ms. Meeks indicated that Upper Tulpehocken Township is experiencing a problem with illegal dumping at the recycling center, operated by the Authority. Upper Tulpehocken has requested the Authority purchase cameras and a recording system at the cost of \$2,840, in an attempt to combat this problem. Ms. Meeks indicated that Upper Tulpehocken Township will be passing a new ordinance on December 9th, which will allow enforcement through the use of these cameras, at this location. The Board agreed to move forward with this purchase, with the understanding that these cameras will remain an asset of the Authority.

Ms. Meeks reported that 39,000 residents have used the electronic recycling center since opening in July of 2010 recycling 1,800 tons of electronics to date. 12,000 residents have used the site during the first ten months of this year recycling over one million pounds of material.

Ms. Meeks stated that she has been working with our municipalities that have existing 902 recycling grants outstanding in an attempt to get disbursement requests submitted to the State as quickly as possible. She indicated that DEP is interested in opening another round once the existing applications are awarded and need to have money's drawn down on the existing grants so that the Legislators will allocate additional funding, for this program.

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, January 20, 2015 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

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

