

**BERKS COUNTY SOLID WASTE AUTHORITY  
MINUTES OF THE REGULAR MEETING OF  
January 21, 2020**

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 January 21, 2020, 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  
Ms. Michelle Kircher  
Mr. Brian W. Clements  
Charles Jones, PE  
John Pagerly, CPA  
Michael Gombar, Jr., Esquire

Absent were Mr. Tony Sacco and Mr. Tony Rymar.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority  
Soc Georgeadis, Esquire, Georgeadis Setley  
Commissioner Michael Rivera  
Barbara Lopez, Executive Assistant to Commissioner Rivera  
William Jarrett  
Don Moll

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

The Chairman reported that Ms. Farina has resigned from the Board effective immediately and that we will be working with Commissioner Barnhardt on the appointment of her replacement.

Reorganization

a. Election of Officers:

The Nominating Committee submitted the following slate of officers for 2020:

Charles Mowbray – Chairman  
Michelle Kircher – Vice Chairman  
John Pagerly – Treasurer  
Charles Jones – Secretary  
Tony Sacco – Assistant Secretary

Mr. Jones moved and Mr. Clements seconded the closing of nominations.

Upon a motion by Mr. Clements, seconded by Mr. Gombar, the above slate of officers were unanimously elected and approved.

b. Appointment of Solicitor:

Upon a motion by Mr. Clements, seconded by Mr. Jones, the Board unanimously resolved to retain the services of Georgeadis Setley Attorneys and Advisors, for the fiscal year 2020, at an annual retainer of \$25,000. It was also agreed that Georgeadis Setley will invoice the Authority separately for any large projects that will require the assistance of Georgeadis Setley that are or are not anticipated at this time, as was the case in 2014 through 2019.

c. Appointment of Auditor:

Upon a motion by Mr. Pagerly, seconded by Ms. Kircher, the Board unanimously resolved to retain the services of RKL, to conduct our 2019 Audit, at a rate of \$8,750.

Acknowledgement/Appreciation – 10 years of service:

Mr. Mowbray thanked Mr. Jarrett for attending today's meeting and asked their Executive Director to say a few words about Will's accomplishments over the past ten years. Ms. Meeks stated that Will started at the Recycling Center as a volunteer in 2008 shortly after the Authority assumed responsibility for that site from the County. She indicated that in August of 2009 Will was hired as a part-time employee of the Authority and was hired full-time in July of 2010. Since that time the center has grown from simply collecting and shipping recyclable materials to now operating two balers for mixed and corrugated cardboard and operating a full-time electronic and tire recycling center. Will is responsible for all maintenance at the site including, snow removal, loading trucks and maintaining most equipment on site.

Mr. Mowbray along with the Board thanked Will for his years of dedication and reliability and presented him with a gift card for his years of service.

Acknowledgement of newly elected Commissioner Rivera:

Mr. Mowbray thanked Commissioner Rivera for taking time out of his day to attend today's meeting. Each member introduced themselves to Commissioner Rivera. Mr. Mowbray indicated that the Authority would be reaching out to the Commissioners in early spring to discuss and review our 2019 Annual Report and to provide a presentation on the Authority's responsibilities and accomplishments.

Minutes

Upon a motion by Mr. Gombar, seconded by Mr. Jones, the minutes of the regular meetings of November 19, 2019, were approved.

## Finance

### a. Treasurer's Report:

Ms. Meeks distributed the Treasurer's Report and reviewed it with the Board. Upon a motion by Mr. Jones, seconded by Mr. Pagerly, the Board unanimously approved the payment of all invoices, ratified the payment of invoices previously paid and accepted the Year End Treasurer's Report, subject to Audit.

### b. 2020 Authority Budget

Mr. Mowbray indicated that the Finance Committee, which is made up of Mr. Pagerly, Mr. Jones, Ms. Meeks and himself met to review and develop the 2020 Authority Budget. Ms. Meeks then reviewed the projected revenue and expenses for the proposed 2020 operating budget with the Board. Ms. Meeks indicated that the 2020 Budget as presented anticipates the use of approximately \$6,600 of reserve funds to balance the proposed budget. Ms. Meeks indicated that the Authority has received our \$300,000 allocation from the County for 2020. Ms. Meeks also recommended increasing the fee charged to businesses for universal waste from \$1 per pound to \$1.50, which is reflected in the budget numbers.

Mr. Pagerly then brought up the subject of health insurance costs and recommended that the Authority reimburse 75% of the health insurance costs starting in March of 2020 for their Executive Director which is the same percentage that is offered to their other full-time employee. The Board agreed and requested that the 2020 budget reflect this expense.

Upon a motion by Mr. Pagerly, seconded by Mr. Clements, the Board unanimously approved the 2020 Budget, as proposed. A copy of the 2020 operating Budget is attached hereto.

## Solicitor's Report

Mr. Georgeadis then recommended that the Board enter into Executive Session to discuss the current litigation with New Morgan Landfill Company. Mr. Clements recommended that this be conducted at the end of the meeting since we have visitors at today's meeting.

## Executive Director's Report

Ms. Meeks indicated that the Authority has approximately \$29,000 remaining in our existing 902 recycling grant for a roof over the baling area at the recycling center. She indicated that she met with Terry Naugle of Great Valley Consultants yesterday and he will be providing a proposal to develop the bid document for this project. Once obtained she will share that proposal with the Board for further direction.

Ms. Meeks indicated that we received \$2,300 less for our cardboard in 2019 than we did in 2018 and nearly \$15,000 less than in 2017. We are now receiving \$10 per ton for our baled cardboard and are paying \$20 per ton for our baled mixed paper. She indicated that the County

is currently out for bid for marketing of our commingled bottles and cans and expects those rates to come in around \$40 charge per ton, of which we are currently marketing free of charge.

Ms. Meeks indicated that the 902 Recycling Grants that were submitted in April of 2019 have been awarded to all ten of the municipalities in Berks County that applied. She indicated that there was \$13.1 million dollars awarded state wide and that \$2.145 million was awarded to our ten applicants. She indicated that a few of these applications will allow for new yard waste collection programs to begin and looks forward to working with those municipalities in completing their projects. She indicated that Berks County received 16% of the total awarded statewide under this award.

Ms. Meeks indicated that DEP has announced another round of 902 Recycling Grant which are due on March 20, 2020. This grant program will be open to all municipalities meeting the requirements of the program and will award grants up to a maximum of \$350,000 per applicant. Currently there are nine (9) municipalities in Berks County interested in applying for these funds.

Ms. Meeks indicated that she has been working with non-profits that provide food to the public (food shelters, soup kitchens, food banks) which capture and serve safe wholesome foods before they become a waste. DEP recently announced a new grant program with a maximum grant of \$200,000 per agency to purchase eligible equipment. The grant requires no match, but must be a qualifying program. The following non-profits are currently interested: Helping Harvest, Opportunity House, Hope Rescue Mission and New Journey Community Outreach. These grant applications are due on April 24, 2020 and require a mandatory pre-application meeting with DEP.

Ms. Meeks reported that 21,050 residents have used our electronic recycling center in 2019, recycling 1.5 million pounds of electronics, a decrease of 100,000 pounds of material from roughly the same number of residents. Since opening in July of 2010, 137,555 residents have used our center bringing nearly 5,864 tons of electronics for recycling. The weight of the televisions we are receiving has decreased by 184,000 pounds each year over the past two years from 975,950 pounds in 2017 to 791,700 pounds in 2019.

Ms. Meeks indicated that the 2019 Annual Recycling reports are due on April 1, 2020 from our 73 municipalities and that she is working with the larger haulers and MRF's to obtain this data.

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.

#### Executive Session:

The Board entered into Executive Session and reconvened at 4:05 PM.

Next Meeting Date

Mr. Mowbray, indicated that the next Authority meeting will be held on Tuesday, March 17, 2020 at 3:00 PM in the Commissioners' meeting room.

Adjournment

At 4:10 p.m., upon a motion by Ms. Kircher, seconded by Mr. Clements, the Board unanimously resolved to adjourn.