

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
March 19, 2013**

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 March 19, 2013, 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
Ms. Dale-Ann Farina
Charles Jones, PE

Absent were Mr. Tony Sacco, Ms. Karen Feridun, John Pagerly, CPA and John Bradley, Esquire.

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.

PUBLIC COMMENT

No members of the public chose to speak.

MINUTES

Upon a motion by Mr. Clements, seconded by Ms. Kircher, the minutes of the regular meetings of January 15, 2013, 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 Ms. Farina, seconded by Mr. Jones, the Board unanimously 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 since the Authority's last Board meeting, he has been working on various matters including the Sales Agreement with Cogle's Recycling for the food waste roll-off container and totes, Pharmacist Contracts, Contract issues related to the sale of AERC and discussions with PADEP regarding our Solid Waste Management Plan update. Mr. Rauch indicated that PADEP will be sending citations to him for his review on the issue of host fee payments related to the Solid Waste Plan.

Mr. Mowbray questioned when the last Bond payment is due. Mr. Rauch indicated that the last Bond payment is due in 2016.

NEW BUSINESS

A. 902 Recycling Grant Applications

Ms. Meeks explained that thirteen municipalities in Berks are currently interested in applying for the 902 equipment grant, which is due May 31, 2013. She indicated that pre-application meetings have been set up with PADEP in early April, which will allow adequate time to include any DEP comments and suggestions in their applications, prior to submittal on May 31st. She indicated that she is interested in applying for the following projects on behalf of the Authority:

- Pole barn for storage
- Brick removal and concrete replacement at Hilltop Rd.
- Replacement of sliding door on recycling center.
- Replacement of existing roll-off container at Hilltop Rd.
- Recycling roll-offs that were previously purchased for Rural program.
- Replacement of original roll-off containers for Rural program

Ms. Meeks indicated that she believes that the Authority application will be approximately \$150,000.

B. Update on e-waste center and improvements

Ms. Meeks indicated that the last two weeks, two tractor trailer loads of electronics were collected. This causes an issue related to operating the site, since there is only storage room for one trailer in addition to the room needed to operate the site. Ms. Meeks reported that 2,100 residents have used the center already this year recycling 90 tons of electronics. She indicated that in 2012 we collected 426 tons and increase of 237 tons from 2011. We have already this year collected more than we did during 2010 our first year of operation. 1.5 million pounds of electronics have been collected at our site since opening in 2010.

Ms. Meeks explained that she is interested in having a pole barn built at our site to allow for extra storage capacity. This would also allow for a second location for collection, on very busy days. She indicated that she had received one quote for a 32' x 40' structure at a cost of

\$18,000. A concrete pad would be an additional \$6,000. Ms. Meeks indicated that 50% of this cost will be reimbursed by PADEP. Ms. Meeks indicated that she has been in contact with COSTAR to see if they offer this type of service through their current contracts. If so, that would eliminate the need to receive two additional quotes for the building costs.

Upon a motion by Ms. Farina, seconded by Mr. Clements the Board unanimously agreed to move forward with this project at a cost of not to exceed \$30,000, which will include the concrete floor, building and electric.

OLD BUSINESS

Update on upcoming collection events

Ms. Meeks indicated that she has submitted all of the necessary permits for our spring collections. She indicated that the advertisements will begin running in the Reading Eagle on April 13th and the billboards will go up on April 1st. The billboard and ads will change each week to reflect the upcoming collections. Ms. Meeks indicated that the magnets have been printed for distribution at our collections and are currently being distributed at the electronic recycling center.

Ms. Meeks updated the Board on the new Medication Drop-Box program currently being run by the District Attorney. She indicated that currently there are fourteen drop-off locations and during the first week of operation 68 pounds of medications were collected. She indicated that she will be appearing on WEEU on April 24th with a representative from Pa. American Water and the District Attorney's office, to discuss our upcoming collections and the new Drop-Box program. She indicated that she will also be attending the Commissioner's meeting on April 16th to update the Commissioner's on our spring collection events.

EXECUTIVE DIRECTOR

Ms. Meeks reported that 58 tons of paper have been baled and sold from our recycling center on Hill Top Road, since January of this year. She indicated that effective March 1st, the County has canceled all paper recycling services at North Campus, except for Berks Heim. She indicated that the Prison will be collecting and bringing this material to our center weekly for baling. This will save the County money by not paying for this extra service, while increasing our revenue by increasing the amount of paper coming through our center.

Ms. Meeks reported that the Annual Recycling reports are due by April 1st, from all municipalities in the County. This information needs to be entered into the State website in order for our County to be in compliance with state regulations.

Ms. Meeks indicated that the sales transaction of the food waste roll-off container and 291 totes has been completed with Cogle's recycling at a sale price of \$38,500. Ninety percent of the money was returned to the State, since this equipment was originally purchased through a 902 State grant.

Ms. Meeks stated that the full-time Rural Recycling Program is going very well, with great communication on the part of the participating municipalities. Ms. Meeks reported that the new program allows the containers to remain on site until full, which is the result we are seeing.

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 which is attached.

Next Meeting Date

Mr. Mowbray indicated that the next Authority meeting will be held on Tuesday, May 21, 2013 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

At 3:30 p.m., upon a motion by Ms. Kircher, seconded by Mr. Jones the Board unanimously resolved to adjourn.