

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
March 21, 2023**

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 21, 2023, in the first-floor conference room at the Berks County Agricultural Center, 1238 County Welfare Road, Leesport, Pa. 19533.

The following members were present:

Mr. Charles Mowbray
Ms. Michelle Kircher
Mr. Ron Rutkowski
Mr. Brian Clements
Mr. Tony Sacco
Mr. Don Moll
Charles Jones, PE

Absent were Mr. Tony Rymar and Michael Gombar, Jr. Esquire.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority
Soc Georgeadis, 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 Ms. Kircher, seconded by Mr. Clements, the minutes of the regular meetings of January 17, 2023, 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. Moll, seconded by Mr. Rutkowski, the Board approved the payment of all invoices, ratified the payment of invoices previously paid and accepted the Treasurer’s Report.

Mr. Moll asked if it would be in the best interest of the Authority to invest some of our excess funds in a short term CD, perhaps 12 to 15 months. Upon a motion by Mr. Moll, seconded by Mr.

Clements, the Board resolved, that the executive director purchase a CD in an amount no greater than _____ and for a period no longer than __ months at the highest interest rate available. The final amount, time period and interest rate will be approved by this Board via email consents and ratified at the Authority's next regularly scheduled meeting.

SOLICITOR'S REPORT

Mr. Georgeadis indicated that since the last meeting he has been working with their Executive Director on a few minor administrative issues, including the Addendum No. 2 to the Recycling Service Agreement, which will be discussed in more details, later in today's meeting. Mr. Georgeadis also updated the Board on his new position as Acting County Treasurer. He informed the Board that he had had a prior discussion with their Executive Director on this appointment and that he is currently working in the Treasurer's office in the morning and his law office in the afternoon, so this will have no impact on the Authority operations.

NEW BUSINESS

A. BCSWA 2022 Annual Report

A copy of the draft 2022 Annual Report of the Authority was previously sent to all Board members in electronic format. Ms. Meeks reported that she had previously reviewed this document with our Chairman and Solicitor and welcomes and feedback from the Board. Ms. Meeks indicated that Mr. Clements had submitted a few suggestions prior to today's meeting and those changes are reflected in the new document. Upon a motion by Ms. Kircher, seconded by Mr. Jones, the Board unanimously approved this document and authorized their Executive Director to post this document on our website and to distribute it to the County Commissioners.

B. Approval of Addendum No. 2 to Recycling Services Agreement

Ms. Meeks distributed a copy of the Addendum to the Board and reviewed the intent of this document, which would clarify the lease agreements for the land around the recycling center, as it relates to the Authority, Bern Township and the farmer. This document also includes language related to long-term office space for the Authority. The Board recommended adding language to this document to clarify that customary utilities for routine office space and the use of common areas, including meeting space, to be available, to the Authority, free of charge. Upon a motion by Mr. Clements, seconded by Mr. Sacco, the Board unanimously approved the execution of this document with the suggested changes. Attorney Georgeadis indicated that he would work on getting those changes made and will distribute to the Chairman and Secretary for electronic signatures.

OLD BUSINESS

a. Update on upcoming collection events

Ms. Meeks indicated that she has submitted all of the necessary registrations for our spring hazardous waste collection to be held on Saturday, April 15, 2023 at the Governor Mifflin Intermediate School. She indicated that the advertisements will begin running in the Reading Eagle the week March

19th and will continue through April 21th in both digital and print format for both our hazardous waste collection and paper shredding event. Ms. Meeks reported that Craig Potter who supervised our fall hazardous waste collection event, for MXI will be in charge of our events again this spring. Ms. Meeks indicated that Berks is one of their largest events in Pa and is confident they will provide the adequate staffing to ensure a successful collection. Our spring collections will once again require mandatory pre-registration and indicated that we currently have 450 registered for our hazardous waste collection and 650 for our shredding event. She indicated that we can add additional time slots if needed, as we get closer to our event.

Ms. Meeks indicated that the Department of Agriculture has set a \$7,000 limit on the amount of pesticide disposal they will pay for, from our household hazardous waste collections in 2023. She indicated that any pesticides over the \$7,000 limit, will be reimbursed at the 50% rate by DEP, through our Act 190 grant. She indicated that the Department of Agriculture budget dropped from \$20,000 in 2022 to \$7,000 in 2023, but should not impact our budget greatly.

Ms. Meeks indicated that she will limit the number of volunteers for our 2023 collections similar to our 2022 events, since surveying will not be required. All necessary information is being collected as part their registration process.

Ms. Meeks indicated that Vital Records Control (VRC) will once again be providing the shredding services for our spring shredding event, which will require pre-registration. The spring shredding event will be held on Saturday, April 22, 2023 at the Governor Mifflin Intermediate School. Ms. Meeks indicated that Conrad Weiser Football Team will once again be assisting with our event, as well as the Cumru Township Fire Police.

EXECUTIVE DIRECTOR

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 database in order for the County and our municipalities to be in compliance with Act 101. She indicated that she has received all of the municipal reports and are currently reviewing the reports for completeness.

Ms. Meeks indicated that RKL will begin our 2022 Audit on May 1st and should have a final Audit report for our July Board meeting.

Ms. Meeks indicated that approximately 3,500 residents used our electronic recycling center during the first quarter of 2023 recycling 200,000 pounds of electronics. Over 14.5 million pounds of electronics have been recycled, through our site, since opening in July of 2010.

Ms. Meeks reported that she is currently working with our municipalities in closing out the round 59 recycling grants, most of which terminate in June and working on the round 60 recycling grants that were awarded in 2022.

Ms. Meeks briefly reviewed the list of non-profit agencies she has been working with on submitting their Food Recovery Grants to DEP. These grants are available to all non-profit organizations throughout the Commonwealth, that are currently recovering food from local grocery

stores, restaurants, food distributors, etc. that otherwise would have been disposed of in their municipal waste. Eight non-profits located within Berks County have applied for a total of \$330,000 to cover the purchase of cargo vans, refrigeration, ovens and carts.

Ms. Meeks indicated that she has been working with Robesonia Borough to file their permit application to DEP for the land application of leaves on a local farm field, that they have been using, for the past few years.

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, May 16, 2023 at 3:00 PM at the Berks County Ag Center, 1238 County Welfare Road, Leesport, Pa. He indicated that Mr. David Zwicky is interested in attending that meeting to give the Authority an update on his proposed municipal waste disposal facility. The Board agreed to invite Mr. Zwicky to our May 16, 2023 Board meeting.

ADJOURNMENT

At 3:55 p.m., upon a motion by Mr. Sacco, seconded by Ms. Kircher, the Board unanimously resolved to adjourn.