

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
November 17, 2015**

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 17, 2015, 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 Rymar
Michael Gombar, Jr., Esquire
John Pagerly, CPA
Charles Jones, PE.

Absent was Ms. Dale-Ann Farina and Mr. Tony Sacco.

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. Jones, seconded by Mr. Clements, the minutes of the regular meetings of September 15, 2015, were approved. Ms. Kircher and Mr. Pagerly abstained from this vote, since they were absent from that meeting.

FINANCE

Treasurer's Report:

Ms. Meeks distributed the Balance Sheet and invoices for payment and reviewed them with the Board. Ms. Meeks explained that the Budget report was not able to be included for this meeting, due to computer issues. Upon a motion by Mr. Clements, seconded by Mr. Gombar, the Board approved the payment of all invoices, ratified the payment of invoices previously paid and accepted the Treasurer's Report, with Mr. Jones abstaining.

SOLICITOR'S REPORT

Mr. Rauch reported that he has been working on the Addendum to the Recycling Service Agreement between the County and the Authority. This Addendum defines the property at the Recycling Center that is operated by the Authority and adds 1.22 acres to the existing 1.58 acres located at 1316 Hilltop Rd., Bern Township. This Addendum also clarifies the maintenance responsibilities, at this site. All other terms of the original Agreement remain the same. Attached is a copy of the Amendment.

Mr. Rauch also indicated that he has been assisting the Executive Director with issues regarding the termination of the recycling program in Greenwich Township and a question on the DEP 902 Recycling Grant application.

NEW BUSINESS

a. 2016 Meeting Schedule:

Upon a motion by Mr. Jones, seconded by Mr. Clements the Board unanimously approved the following dates for our 2016 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 19, 2016
Tuesday, March 15, 2016
Tuesday, May 17, 2016
Tuesday, July 19, 2016
Tuesday, September 20, 2016
Tuesday, November 15, 2016

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 19, 2016 Board meeting. The Chair recommend and 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 2016 to review and recommend the 2016 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 our largest hazardous waste collection with 1,682 residents bringing in 134,097 pounds of waste. This was an increase of 52,295 pounds from our spring collection. She indicated that the paper shredding event remains stable with 1,092 residents recycling approximately 61,000 pound.

d. Reimbursement Requests

Ms. Meeks indicated that we have recently completed the paving work at the Recycling Center and she will be submitted a reimbursement request for 50% of those costs.

Ms. Meeks indicated that the reimbursement request for our fall collection event is also completed and will be submitted to the DEP, requesting reimbursement of 50% of the costs of our hazardous waste program totaling \$ 52,813.61.

e. 902 Recycling Grant Submittal

Ms. Meeks reviewed our 902 Recycling Grant that will be submitted to PADEP, in the amount of \$ \$210,498. This grant would cover 90% of the cost of new roll-off containers for the recycling program, replacement of existing Bobcat, Security system, paving project and the demolition and construction of a new storage building at the Recycling Center, on Hilltop Rd. Attached is a copy of the Financial / Work Completion Data for that application. In addition, there are five municipalities in Berks that will be submitting applications, under this grant program, that are due on November 20, 2015. Ms. Meeks reported that she has met with each of those municipalities to assist with their applications, in addition to participating in their pre-application meetings with DEP. In all, Berks County will have six applications totaling \$825,505, for consideration.

f. Purchase sweeper and roll-off containers

Ms. Meeks requested authorization to purchase a 60” sweeper attachment for our Bobcat, to help in maintaining the recycling center, now that a larger portion of the site has been paved. The total cost of this sweeper is \$3,033.60 and will not be covered by any of our grant programs. In addition, Ms. Meeks requested authorization to purchase two additional 30 yard roll-off containers to be added to our Rural Recycling program. These containers are part of the 902 recycling grant application and is expected to be approved by DEP in the spring of 2016. Upon a motion by Mr. Jones, seconded by Ms. Kircher, the Board unanimously approved moving forward with these two purchases.

g. Contracts for 2016 collection events

Ms. Meeks indicated that we have received approval to once again participate in the Pa. Department of Agriculture Contract for our 2016 Household Hazardous Waste collections. MXI

did a great job during our 2015 collections and will once again be the Contractor for the Pa. Department of Agriculture Chemsweep program. Ms. Meeks indicated that there will once again be a cap on the amount of pesticides that will be paid for by the Department of Ag in 2016. We will be contacted by the Department of Ag by January 15, 2016 with the allocation amount for 2016.

OLD BUSINESS

a. Update on termination of Greenwich Township recycling program

Ms. Meeks indicated that although there has been a substantial amount of press regarding the closing of the Greenwich Township recycling program, she has received very few complaints and she believes the transition of this site closing will have little effect on recycling in Berks County.

b. Update on improvements at Recycling Center

Ms. Meeks recommended that now that the amendment to our Recycling Center Agreement and the paving project are completed that we move forward with the engineering work involved in the demolition of the existing shed and construction of the new storage building, include in our 902 Recycling grant application. Ms. Meeks indicated that the permitting process for this next project, could be lengthy and would probably not be completed before the grant applications are approved next spring.

EXECUTIVE DIRECTOR

Ms. Meeks reported that 55,000 residents have used the electronic recycling center since opening in July of 2010 recycling 2,519 tons of electronics to date. 14,300 residents have used the site during the first ten months of this year recycling over one million pounds of material.

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 19, 2016 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

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

