

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
July 19, 2011**

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 July 19, 2011, in the Commissioners' meeting room, 13th Floor, County Services Center, 633 Court Street, Reading, Pennsylvania.

The following members were present:

Ms. Michelle Kircher
Mr. Tony Sacco
John Pagerly, CPA
John Bradley, Esquire
Charles Jones, PE

Absent were Mr. Charles Mowbray, Mr. Brian W. Clements, Ms. Karen Feridun and Ms. Dale-ann Farina.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority
Douglas Paul Rauch, Esquire, Georgeadis/Setley
Larry Shaub, Reinsel Kuntz Leshner

The Vice 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. Bradley, seconded by Mr. Jones, the minutes of the regular meetings of May 17, 2011, were approved.

FINANCE

Presentation of 2010 Audit:

The Vice Chairman introduced Larry Shaub of Reinsel Kuntz Leshner ("Reinsel"), the Authority's independent auditors. The Board received the audit report (the "Report") for their review. Mr. Shaub attended this meeting to review the highlights with the Board of the financial statements presented in the Report.

Mr. Shaub reported that his firm issued an unqualified opinion with respect to the Report. Mr. Shaub explained the Management Discussion and Analysis section of the Report.

Mr. Shaub reviewed the balance sheet, the income statement and the statement of cash flow sections of the Report.

The Board accepted the reports as presented.

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. Bradley, seconded by Mr. Sacco, 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 he has been working with the Executive Director on the review of the Audited Financial Statements, reviewing the Coogle's Agreement for baled paper, reviewing the RFP for Household Hazardous Waste and reviewed the Insurance limits, as presented by Engle-Hambright & Davies, Inc. In addition, Mr. Rauch reported that he has been working with the Trustee on the investment options that are available to the Authority, in relationship to our current Bonds.

NEW BUSINESS

A. RFP for Household Hazardous Waste 2012

Ms. Meeks reported that our current Household Hazardous Waste Contract with PSC will expire in December of 2011. She recommended soliciting bids now in order to have a contract in place for the beginning of 2012. She indicated that the RFP will be similar to the 2009 document, except she recommended extending the contract to a two year contract with three, one year options for renewal. Upon a motion by Mr. Sacco, seconded by Mr. Bradley, the Board unanimously approved advertising for this service.

B. Sale of the Western Berks Landfill

Ms. Meeks reported that the Western Berks Community Landfill has been sold to Interstate Waste Services of Walnutport, Pa., which will have no effect on any of the existing Agreements with the County or the Authority. In addition, they have purchased Chestmont Disposal, which was the hauling division owned by some of the partners of the Western Berks landfill.

C. Update on e-waste Contract

Ms. Meeks indicated that she met with Bonnie Swavely from AERC to discuss some concerns that they have with our existing Contract. AERC is requesting that the Authority waive their requirement to pay the Authority \$.05 per pound for the televisions, currently collected at our e-waste site. Ms. Swavely, stated that the reason for this relief is due to the increased costs of properly disposing of the leaded glass that is generated as part of this dismantling process. This request would cover the period of time from August 1, 2011 through December 31, 2011, at which time the contract no longer requires such a payment. The estimated value of this change is approximately \$2,000. Ms. Meeks indicated that 1,500 residents have used the electronic recycling center since January 1, 2011 recycling 190,865 pounds of electronics, including 47,499 pounds of televisions. Mr. Bradley requested an opinion from our Solicitor regarding the options available to the Authority to allow changes to the existing Contract. Mr. Rauch indicated that each vendor understands the risk of entering into a long term contract to provide such services and does not recommended giving such relief and would suggest requiring AERC to fulfill their requirements as outlined in the existing Contract. Upon the recommendation of Mr. Rauch the Board did not approve the requested changes to the Contract.

D. Update on food waste composting project

Ms. Meeks reported that we are currently servicing five businesses in Berks County, including two Weis stores and two Boyer food markets. She indicated that one of the grocery stores currently being serviced believes they could save \$10,000 a year in disposal costs, by participating in this program. Ms. Meeks indicated that although the project was slower starting up than we had hoped, she believes that once the data is gathered from the current participants and shared with similar businesses, the program will expand quickly.

E. Update on paper baling

Ms. Meeks indicated that everything is going very well with the baling of both our cardboard and mixed paper. We are currently having a pickup of 23 or more bales every two weeks, with a value of approximately \$1,500 per pickup. Over the past five months that we have been baling both our cardboard and mixed paper we have realized a savings of \$ 1,170 in transportation costs related to mixed paper and \$2,340 related to cardboard. In addition, we have received \$ 5,028 for our mixed paper and \$ 6,661 for our cardboard for a total of \$ 15,200, which has more than paid for our share of the baler, which was approximately \$9,000.

Ms. Meeks indicated that baling the mixed paper is extremely time consuming and labor intense and has requested that the Authority purchase a cart tipper to be installed on the baler for baling the mixed paper. This would allow the mixed paper to be placed in a 96 gallon Toter and rolled to the baler and mechanically emptied, rather than having to place the material into 25 gallon containers which are then carried to the baler and emptied by hand. The cart tipper could be purchased through the State Contract at a cost of \$7,238. Ms. Meeks also requested that the overhead door be replaced with a roll-up door, with an estimated cost of \$1,000, which will allow better access to the baler. Both of these expenses would be eligible for reimbursement

through our existing 902 recycling grant. Upon a motion by Mr. Bradley, seconded by Mr. Jones the Board unanimously approved the purchase of the cart tipper and door.

EXECUTIVE DIRECTOR

Ms. Meeks indicated that the floor at the electronic recycling center has been replaced and looks great. She has asked Forino to conduct a load test on the building to ensure that there are adequate supports, because all of the work that has been completed, which has added substantial weight to the building.

Ms. Meeks requested permission to obtain quotes from a graphics artist to update our presentation board, which was unanimously approved by the Board. This issue will be further discussed at our September Board meeting.

Ms. Meeks indicated that our exiting 902 Recycling grant does not expire until April 2012, which is two years from the date the funds were encumbered by the State.

Ms. Meeks indicated that she will be working with our municipalities in completing their 904 Performance Grant applications, which must be submitted to PADEP by September 30, 2011.

Ms. Meeks reported that the Authority has received a letter from Waste Management indicated that the Pine Grove landfill has closed and should be remove from our Solid Waste Management Plan.

Ms. Meeks reported that she has received a copy of a Contract from Cogle's Recycling for the sale of our baled paper. Mr. Rauch indicated that he has briefly reviewed the Contract and will have the final version ready for our September Board meeting, for Board approval.

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

Ms. Kircher indicated that the next Authority meeting will be held on Tuesday, September 20, 2011 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

At 4:00 p.m., upon a motion by Mr. Sacco, seconded by Ms. Pagerly the Board unanimously resolved to adjourn.