

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
March 21, 2017**

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, 2017, 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 Clements
Ms. Dale-Ann Farina
John Pagerly, CPA
Charles Jones, PE
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
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. Farina, the minutes of the regular meetings of January 17, 2017, 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 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 issues related to the City of Reading lawsuit and finalizing the Request for Proposals (RFP) for our electronic waste Contract.

Mr. Rauch then recommended that the Board enter into Executive Session to discuss the current litigation with New Morgan Landfill Company.

At 3:25 PM, the meeting reconvened.

NEW BUSINESS

A. Update on Electronic Recycling Center and 2018 RFP

As discussed during our January Board meeting, Ms. Meeks indicated that a draft of the RFP for our electronic waste Contract has been developed. Ms. Meeks briefly reviewed the RFP with the Board indicating that the Contract will require the Contractor to accept all of the same types of electronics that are currently accepted under our existing Contract and that this Contract will be a one year Contract with two one year options for renewal. Ms. Meeks indicated that Senator Alloway is currently working on an amendment to the CDRA, which could impact both the operations and the economics of our program. Mr. Clements offered to obtain a copy of the draft currently being worked on, to see what effect it may have on our program.

The Board unanimously agreed to advertise the availability of the RFP with proposals being due in June for review and approval at our July Board meeting. Mr. Rauch recommended that a Committee be established, at our May Board meeting, to review the proposals.

B. Award paving and electrical contracts

Ms. Meeks indicated that she has received quotes for the electrical installation at the new storage building that will be constructed starting April 3rd. She indicated that four quotes were received and recommended awarding the contract to Waldman Electric, which was the lowest responsible quote received, in the amount of \$9,363. In addition, she indicated that she also has received three quotes to complete the paving project, the lowest responsible quote being received from Sloan Paving in the amount of \$18,905. Ms. Meeks indicated that a spreadsheet including the quotes received is included in their board packet.

Upon a motion by Ms. Kircher, seconded by Mr. Pagerly the Board unanimously approved awarding these contracts.

C. Update on Rural Recycling program

Ms. Meeks reminded the Board that during the 2017 Budget discussions the Authority was directed by the County Commissioners' to develop a plan to transfer the operations of the Rural Recycling program over to the local municipalities utilizing those services. Ms. Meeks

explained that she has had numerous meetings with Richmond, Upper Tulpehocken and Bethel Townships over the past six to nine month. She indicated that of the six current locations these three would offer the best locations for such a program. She indicated that Upper Tulpehocken has moved forward with obtaining quotes for the needed upgrades of their site and have met with at least one hauler to obtain quotes on the operation of that program. Ms. Meeks indicated that Upper Tulpehocken is interested in fencing the recycling area and installing an access key system, of which residents of both Upper Tulpehocken and neighboring municipalities would purchase access keys for use of the site, which would help pay the operating costs of that program. A copy of the spreadsheet outlining those anticipated costs is included in the Boards packet. The total start-up costs for the Upper Tulpehocken Township site is \$40,991 which includes three (3) roll-off containers, previously purchased through a 902 recycling grant, a 40'x40' concrete pad, fencing and the access control system. Ms. Meeks recommended that the Authority share in these costs, coving the material costs of \$12,124 and Upper Tulpehocken covering the labor and equipment cost and the new security system, if needed, at a cost of \$8,530. Ms. Meeks indicated that she has received confirmation from our Regional Coordinator at DEP that it is acceptable to allow the existing municipal drop-off locations to use the equipment purchased through the DEP grants, because they are grandfathered. New equipment costs for either Upper Tulpehocken or Bethel would not be eligible under the 902 equipment grants because neither of those municipalities have waste nor recycling ordinances.

Ms. Meeks indicated that Richmond Township has also had much discussion about the continuation of their program. Unlike Upper Tulpehocken Township, Richmond Township does have both waste and recycling ordinances and would be eligible for 902 recycling grants to cover 90% of the cost of setting up their program. Richmond Township also receives substantial performance grants each year, which could be used to pay almost all of the operating costs of this program. Ms. Meeks recommended offering them a similar proposal as Upper Tulpehocken in regards to assisting in the setup costs, with the understanding that a 902 grant application be submitted for reimbursement, when available, and the County reimbursed for those costs.

Ms. Meeks indicated that she has met on two occasions with Bethel Township, once with office staff and one Supervisor and once at the Board of Supervisors meeting. Although, they were disappointed about the possibility of losing their recycling program, they are continuing to gather data on continuing the operation of this program. Unlike, Upper Tulpehocken, Bethel Township is not requesting assistance from the County, at this time. Ms. Meeks indicated that she will continue to provide any assistance requested to provide for a smooth transition.

Ms. Meeks indicated that she is scheduled to attend the Upper Tulpehocken Township Supervisors meeting on April 11th and this issue is also on the Agenda for Richmond Township, at their April supervisors meeting. She has not yet been asked to attend the Richmond Township supervisors meeting although she has attended a past meeting where this was discussed in great detail. The Board agreed with this plan and agreed to move forward with this and update the Commissioner's prior to the Budget discussions.

OLD BUSINESS

Update on upcoming collection events

Ms. Meeks indicated that she has submitted all of the necessary registrations for our spring collections. She indicated that the advertisements will begin running in the Reading Eagle on April 9th and the billboards went up yesterday, March 20, 2017. The billboards 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. In addition, copies of the postcard with information on the medication drop-box program, operated by the District Attorney, listing the current twenty-four locations, will also be distributed.

Ms. Meeks indicated that the Department of Agriculture has set a \$16,500 limit on the amount of pesticide disposal they will pay for, from our household hazardous waste collections in 2017. She indicated that in 2016, the Department of Agriculture paid \$15,000 of the pesticide disposal costs. She indicated that any pesticides over the \$16,500 limit, will have 50% reimbursement by DEP, through our Act 190 grant.

Ms. Meeks indicated that we have currently received \$13,100 in cash sponsorships towards our 2017 collection events and have received financial commitments from four other municipalities and businesses. This is in addition to approximately \$10,000 of in-kind services to be provided by Lamar Advertising and United Document Destruction and Storage.

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 at this time, only two municipalities have not yet filed their report.

Ms. Meeks indicated that Reinsel will bring our 2016 Audit on April 3rd and should have a final Audit report for our July Board meeting.

Ms. Meeks indicated that she has been subpoenaed for the City of Reading lawsuit regarding the collection of recycling fees, for the hearing scheduled for April 28th and 29th.

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 16, 2017 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

At 4:05 p.m., upon a motion by Ms. Kircher, seconded by Mr. Jones the Board unanimously resolved to adjourn.