

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
May 21, 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 May 21, 2013, in the Commissioners' meeting room, 13th Floor, County Services Center, 633 Court Street, Reading, Pennsylvania.

The following members were present:

Mr. Charles Mowbray
Mr. Brian Clements
Ms. Karen Feridun
Ms. Dale-Ann Farina
John Pagerly, CPA
John Bradley, Esquire
Charles Jones, PE

Ms. Michelle Kircher and Mr. Tony Sacco were absent.

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 Ms. Farina, the minutes of the regular meetings of March 19, 2013, were 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. Bradley, seconded by Mr. Clements, the Board unanimously approved the payment of all invoices, ratified the payment of invoices previously paid and accepted the Treasurer's Report.

Ms. Meeks indicated that the 2012 Audit is currently being completed and will be presented at our July 16, 2013 Board meeting.

SOLICITOR'S REPORT

Mr. Rauch reported that since the Authority's last Board meeting, he has been working on various matters including the contracts for the spring collection events, renovations to the recycling center and issues related to updating our Solid Waste Management Plan. Mr. Rauch indicated that DEP has forwarded him some case law regarding the host fee issue and that he has reviewed this and will be in contact with them again. He indicated that the issue is related to charging host fees for out of County waste and not in County waste.

Mr. Rauch indicated that he will be meeting with the Commissioners' to discuss some options that the County may have regarding updating our Solid Waste Plan, as it relates to the host fee issue.

Mr. Rauch requested that the Board appoint a Committee that could assist in the development of a strategy regarding the Solid Waste Plan renewal. The Board unanimously agreed to appoint Mr. Clements, Mr. Mowbray and Mr. Bradley to that Committee.

Mr. Rauch also updated the Board on the issue related to the renewal of the Pioneer Crossing Landfill permit.

NEW BUSINESS

A. Update on collection events:

Ms. Meeks indicated that 2,661 residents disposed of 125,433 pounds of materials during our spring collections, which was a slight decrease from last spring. She reviewed specific information, on the three (3) spring collection events, with the Board. A copy of the information on each collection is attached.

Ms. Meeks reported that the disbursement requests for our Household Hazardous Waste and Pharmaceutical collections are complete and will be submitted to PADEP.

In addition, Ms. Meeks reported that over 4,000 residents have used the electronic recycling center this year, recycling more than 352,000 pounds of electronics. This is a 300% increase over this same period of time last year. She believes that we will recycle more than 1 million pounds in 2013.

Ms. Meeks reported that we will almost reach the \$100,000 maximum, per County per year under the grant program which covers 50% of our operating costs of our Hazardous Waste, Pharmaceuticals and Electronic program this year.

B. Ag Plastic Recycling:

Ms. Meeks reported that Richmond Township is interested in banning the burning of Agricultural Plastic, sometime in the near future and are interested in implementing a pilot recycling program for this material, prior to prohibiting it from being burned. United Document Destruction is interested in placing a trailer at the Kutztown Produce Market, free of charge, where farmers could bring their Agricultural Plastic (plastic pots, greenhouse cover, feed bags, etc.) for recycling. In addition, Richmond is interested in hiring a farmer to collect Agricultural Plastic from six (6) farms, on a monthly basis, as part of the program. The cost of the collection contract would be \$250 per month. Upon a motion by Ms. Farina, seconded by Ms. Feridun, the Board unanimously approved allocating \$3,000 towards the first year of this pilot program.

C. Update on 902 Recycling Grant:

Ms. Meeks reviewed our 902 Recycling Grant that will be submitted to PADEP, in the amount of \$ 122,054. This grant would cover 90% of the cost of new roll-off containers for the recycling program, replacement of the brick area at the Recycling Center with concrete and replacement of the overhead door at the Recycling Center. In addition, there are eleven municipalities in Berks that will be submitting applications, under this grant program, that are due on May 31, 2013. 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 twelve applications totaling \$ 1,279,955, for consideration.

D. Update on repairs to recycling roll-offs:

Ms. Meeks distributed pictures of five of our roll-off containers, showing the repairs that are needed and reviewed the proposal that was received by Mid Atlantic to make those repairs. Upon a motion by Mr. Clements, seconded by Mr. Bradley, the Board unanimously approved awarding the contract to Mid Atlantic Waste Systems to repair the five (5) roll-off containers, at a cost of \$ 3,100.

E. 2014 County Budget:

Ms. Meeks reported that she will be submitting the 2014 County Budget, which includes the Debt Service and Interest payment of \$ 1,055,400, \$185,000 to the Authority for operating the County recycling programs and \$700 for the alarm system on the recycling center for a total budget of \$1,241,100. The Board unanimously approved this submission.

EXECUTIVE DIRECTOR – YEARLY REVIEW:

Upon a motion by Mr. Clements, seconded by Ms. Farina the Board unanimously agreed to enter into an Executive Session at 3:40 PM to discuss the yearly review of their Executive Director.

Upon a motion by Mr. Bradley, seconded by Mr. Clements, the meeting reconvened, at 3:50 PM.

Upon a motion by Mr. Bradley, seconded by Mr. Clements, the Board unanimously agreed to increase the salary of their Executive Director, to \$81,500 retroactive to April 2, 2013. Mr. Mowbray stated that the Board is very pleased with the performance of their Executive Director and the projects that have been undertaken.

EXECUTIVE DIRECTOR

Ms. Meeks indicated that she has requested the use of the Governor Mifflin Intermediate School parking lot, for our 2014 spring collection event and is waiting to hear back from the School regarding this request. She indicated that she does not believe based on participation this past spring that this new location will have any negative effect on our participation, but will certainly allow for a safer operation. She indicated that this site would replace the Exeter location in the spring and that we would continue to use the Stadium parking lot in the fall.

Ms. Meeks distributed pictures of the improvements that have been completed at the recycling center for the expansion of the storage area for electronics.

Ms. Meeks reported that our 903 Recycling Grant for 2012, reimbursing the Authority for 50% of her salary and expenses has been approved by DEP and we should be receiving those funds shortly.

Ms. Meeks indicated that she has completed the County Performance Grant and it has been approved by the Commissioners and filed with the State.

Ms. Meeks indicated that the baler at Reading High School that was relocated from Conrad Weiser School District last fall is being operated very efficiently and that they have recycled 45 tons of cardboard from that location since it was installed last September, receiving over \$ 3,600 in revenue for the sale of their materials.

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, July 16, 2013 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

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