

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
September 20, 2022**

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 September 20, 2022, at the Berks County Recycling Center, 1316 Hilltop Road, Leesport, Pennsylvania.

The following members were present:

Mr. Charles Mowbray
Ms. Michelle Kircher
Mr. Brian Clements
Mr. Tony Rymar
Mr. Don Moll
Michael Gombar, Jr., Esquire

Absent were Mr. Tony Sacco, Charles Jones, PE and John Pagerly, CPA.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority
Socrates Georgeadis, Esquire, Georgeadis Setley

The Chairman declared a quorum was present and called the meeting to order.

PUBLIC COMMENT

No members of the public were present.

MINUTES

Upon a motion by Mr. Clements, seconded by Mr. Moll, the minutes of the regular meeting of July 19, 2022, were approved, with Ms. Kircher abstaining.

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 Ms. Kircher, 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. Georgeadis reported that there has been no new activity to report but was happy to attend and answer any questions that the Board may have.

Mr. Georgeadis indicated that he and their Executive Director work on day-to-day tasks that arise and will also be assisting with the Electronic Recycling Contract, which will be discussed later in today's meeting.

NEW BUSINESS

A. Update on fall collection events

Ms. Meeks reported that both the paper shredding and household hazardous waste collections are on schedule for October 8th and October 15th respectively, with all arrangements completed. She indicated that these events will once again require pre-registration, however no one will be sent away for not registering. She indicated that as part of the registration process we will gather all necessary information and explain the rules of the collection and that a follow up e-mail with those instructions will be sent to every registrant, 24 hours before the collections. She indicated that we currently have approximately 640 people registered for the paper shredding event and 720 for the hazardous waste and that the registration process allows us to continue to communicate, with those residents, in the event of any change in the venue, such as changes in times or other information we would like to get out to our participants. Ms. Meeks indicated that advertising for the events will begin the September 25th and that she will also be reaching out through additional media sources. Our municipalities have all been notified of our dates and the registration requirements and are sharing this information with their residents.

Ms. Meeks also, reported that the 2023 collection dates and locations have been set and magnets with those dates will be distributed during our collections. E-mails will also be sent to all of our past and present participants, as was done in 2021.

Electronic Recycling Contract

Ms. Meeks indicated that the second year of our contract with ECOvanta will expire on December 31, 2022 and recommended that we renew the contract for the third and final year. Ms. Meeks indicated that the current contract was a one-year contract with two, one-year options for renewal. ECOvanta is requesting an additional three cents per pound for all non-covered devices. Ms. Meeks indicated that we currently budgeted \$ 44,000 for 2023 for these materials and indicated that the additional three cents will amount to approximately \$4,400 per year, which is well within our 2023 budget projections.

Upon a motion by Mr. Clements, seconded by Mr. Gombar, the Board unanimously authorized exercising our right to renew the existing contract with ECOvanta, for the year 2023 with an increase in the cost of processing our non-covered devices at twenty-five cents per pound. This is the final year for renewal, so the Authority will need to bid this project in September 2023 for the calendar year 2024.

B. Update on 902 grant application – BCSWA approval

Ms. Meeks indicated that on August 25, 2022 she submitted our disbursement request to DEP in the amount of \$ 70,468.00, which included the following projects: Fencing, dumpster repairs, signage, skid-steer and seal coating of parking lot. She recommended we move forward with the roof project that was put on hold back in 2020. The budget for this project in 2020 was approximately \$35,000. Ms. Meeks indicated that we currently have \$40,873 remaining in our grant and any excess costs could be recouped through future grants. The Board unanimously approved moving forward with this project and directed their Executive Director to work with Great Valley Consultants to complete this project, as soon as possible. The Board would like to have bids received prior to their November 15, 2022 Board meeting to allow for contract award at that time.

C. Update on next round of 902 grant applications

Ms. Meeks indicated that she is currently assisted five municipalities in Berks County with their 902 recycling grant applications. She indicated that only those municipalities not receiving funding in prior round are eligible to apply. Since thirteen of our municipalities received funding the last round, we will not have a lot of opportunity during this round. The deadline for grant submittal is October 28, 2022 with our mandatory pre-application meetings being held on October 6, 2022. These applications will be submitted through DCED single application on-line system. The following municipalities will be applying this round: Amity Township, Bern Township, Kutztown Borough, Shillington Borough and West Reading Borough.

Ms. Meeks indicated that Bern Township is looking to expand their yard waste and to restrict access. Restricting access will greatly decrease the amount of yard waste they are currently paying to process. By expanding their site, they will be able to grind material on-site which will drastically decrease their transportation costs. A copy of their proposed expansion is attached. Ms. Meeks indicated that she will be scheduling a meeting with the County to discuss this expansion, as it relates to their current Agreement. Ms. Meeks indicated that the other four applications also are related to yard waste projects.

D. 2023 County Budget

Ms. Meeks indicated that she has been in contact with the Budget office regarding their review of our 2023 allocation. The Authority has been asked to reduce their County contribution for 2023 which the Finance Committee agreed to. The Authority request for 2023 was reduced from \$300,000 to \$290,000, which the County was thankful for. She doesn't believe they are looking to make any additional changes for 2023 and she expects to have additional information on the actual allocation for our November meeting, at which time the Board will vote on our 2023 budget.

EXECUTIVE DIRECTOR

Ms. Meeks reported that she will be presenting at the Berks County Public Works Association workshop on September 28, 2022, which is being held at the Oley Valley Community Fair complex.

Ms. Meeks indicated that she is continuing to assist our municipalities with filing their 904 Performance Grants, which are due December 30, 2022 and must be filed through DCED website, as was the case in 2021. She indicated that she has assisted nine of our municipalities with their applications to date.

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, November 15, 2022 at 3:00 PM.

ADJOURNMENT

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