

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
November 15, 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 November 15, 2011, 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
Ms. Dale-Ann Farina
Ms. Karen Feridun
John Pagerly, CPA
Charles Jones, PE.
John Bradley, Esquire

Absent was 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 Ms. Kircher, seconded by Mr. Bradley, the minutes of the regular meetings of September 20, 2011, 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 Mr. Clements, seconded by Ms. Farina, 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 he has been working with the Executive Director on the food waste composting project, as well as any questions related to the fall collections. In addition, Mr. Rauch reported that the Pennsylvania Municipal Authority Act has been modified to increase the bidding requirements for public projects. Projects costing between \$10,000 and \$18,500 will require three phone quotes and projects over \$18,500 will require competitive bidding. These amounts will increase each year beginning in 2013, based on the CPI.

NEW BUSINESS

a. 2012 Meeting Schedule:

Upon a motion by Mr. Jones, seconded by Ms. Farina the Board unanimously approved the following dates for our 2012 Board meeting, 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 17, 2012
Tuesday, March 20, 2012
Tuesday, May 15, 2012
Tuesday, July 17, 2012
Tuesday, September 18, 2012
Tuesday, November 20, 2012

b. Appointment of Nominating Committee

Mr. Mowbray indicated that a Nominating Committee will need to be created and the slate of officers presented at our January 17, 2012 Board meeting. Upon a motion by Ms. Kircher seconded by Ms. Feridun the Board unanimously appointed Mr. Sacco and Mr. Jones to the Nominating Committee.

c. Appointment of Finance Committee

Mr. Mowbray recommended that a permanent Finance Committee be created for 2012 to review and recommend the 2012 Budget, as well as other financial issues that may arise throughout the year. Upon a motion by Ms. Kircher seconded by Ms. Feridun the Board unanimously appointed the following Board members to the Finance Committee: John Pagerly, CPA, Mr. Charles Mowbray and Charles Jones, PE.

OLD BUSINESS

a. Update on fall collection events

Ms. Meeks indicated that 5,719 residents participated in our fall collection events disposing of 366,928 pounds of materials. She indicated that this is an increase of 1,500 residents and 67,000 pounds from our 2010 fall collection. Ms. Meeks reported that a total of 9,873 residents participated in our 2011 collection events, up from 6,050 in 2007. The total waste collected in 2011 was 644,666 pounds which is an increase of 189,618 pounds from 2007. A spreadsheet comparing the 2007 – 2011 collection events is attached to the minutes of today's meeting.

b. Status of 902 Recycling Grant

1. Update on improvements at Recycling Center – Hilltop Road

Ms. Meeks indicated that the structural repairs have been completed to the barn and the tipper for the baler has been received. The retrofit to the door will be completed later this week and the tipper put into operation at that time. She indicated that all of the repairs have been completed and equipment purchased that is contemplated for 2011. Ms. Meeks reported that we have a balance of \$15,980.70 in our 902 Equipment Grant. She indicated that she is interested in purchasing a new roll-off container for our paper recycling program, which will allow us to use the existing paper container for the implementation of our Tire collection program in the spring. She is also interested in seal coating the parking lot. She anticipates these two projects costing around \$8,000, leaving a balance in the grant in the amount of \$7,980. This grant will expire in April of 2012.

2. Improvements at Rodale – Food Waste Composting

Ms. Meeks reported that she has met with Jeff Moyer from Rodale to discuss our food waste composting project and any issues regarding the acceptance of our materials, as well as the expansion of the program. Ms. Meeks indicated that Rodale is interested in making some minor site improvements to the Rodale Institute's compost site and food waste composting area and are looking for some possible funding support. Those projects would include:

- a. Site well, which would improve the wash out of the truck, reduce the impact of wash water in other areas, better contain any runoff and could be utilized to add water to the actual compost to improve the composting process during drought periods.
- b. Site entrance upgrades which would involve removing top soil for the road edge, adding large and small aggregate to improve drainage and act as a soil trap. This would improve the site environment, the downhill runoff, and the safety for traffic on the public road by preventing soil and composting from moving off site.

The Board agreed to partially fund these projects, which any remaining grant funding that is left after the anticipated improvements are completed at the Recycling Center.

EXECUTIVE DIRECTOR

Ms. Meeks reported that in 2012 the Authority will no longer be able to charge residents for “Covered Devices” that are brought to our electronic recycling center. Those items include: televisions, monitors, printers, computer towers and peripherals. The Authority is able to continue charging residents for all other types of electronic waste and can charge businesses for all materials brought to our site. Ms. Meeks indicated that this will be discussed further with the Finance Committee, as part of our 2012 Budget discussions and will be discussed further at our January Board meeting.

Ms. Meeks indicated that during the week of October 17, 2011, 1,400 vehicles visited the County Recycling Center on Hilltop Road, 112 of these participated in our electronic recycling center. Ms. Meeks stated that this is an average of 200 vehicles a day, which once again demonstrates the importance of this center. Ms. Feridun questioned if we knew where the majority of these residents reside. Ms. Meeks indicated that we have not tracked this information in the past, although she has spoken to quite a few that are from that area of the County, as well as residents that live in mandated communities, where all types of materials are not accepted through their curbside program.

Ms. Meeks indicated that the PADEP has approved our Safety Plan for the storage of Universal Waste at our electronic recycling center. She indicated that 6,200 residents have used the site since opening in July of 2010 and have recycled 191.55 tons of electronics.

Ms. Meeks indicated that she and John Lundsted from PADEP are continuing to assist Lower Heidelberg and Maxatawny Townships on the development of Ordinances and policies for the implementation of their recycling programs, as required under Act 101.

Ms. Meeks also reported that the Authority has received final approval from the Pa. Department of Agriculture to use their contract for our 2012 HHW collections. In addition, Ms. Meeks reported that she has spoken to Dan Schweitzer, MXI Environmental, which is the State Contractor to schedule our 2012 dates.

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 17, 2012 at 3:00 PM in the Commissioners’ meeting room.

ADJOURNMENT

At 3:40 p.m., upon a motion by Ms. Kircher, seconded by Mr. Jones the Board unanimously resolved to adjourn.

Comparison of 2007/2011
Collection Events

<u>Hazardous Waste</u>	<u>Total 2011</u>	<u>Total 2010</u>	<u>Total 2009</u>	<u>Total 2008</u>	<u>Total 2007</u>
Pounds Collected	133,848	156,275	169,912	157,418	175,435
Number of Residents	2,500	2,747	3,007	3,078	2,700
Total Cost (spring only)	\$ 38,000.00	\$ 71,023.70	\$ 57,981.92	\$ 3,045.19	\$ 3,386.77
<u>Electronic Waste</u>	<u>Total 2011</u>	<u>Total 2010</u>	<u>Total 2009</u>	<u>Total 2008</u>	<u>Total 2007</u>
Pounds Collected	372,934	283,213	428,063	382,994	228,613
Number of Residents	3,676	3,307	3,900	3,271	3,000
Total Cost	\$ -	\$ 2,352.00	\$ 3,651.79	\$ 1,563.67	\$ 4,201.11
<u>Pharmaceuticals</u>	<u>Total 2011</u>	<u>Total 2010</u>	<u>Total 2009</u>	<u>Total 2008</u>	<u>Total 2007</u>
Pounds Collected	2374	1844	1401		0
Number of Residents	950	519	638		0
Total Cost	\$ -	\$ 2,829.64	\$ 1,042.27		\$ -
<u>Tire Collection</u>	<u>Total 2011</u>	<u>Total 2010</u>	<u>Total 2009</u>	<u>Total 2008</u>	<u>Total 2007</u>
Pounds Collected	61,740	91,330	83,468	104,200	51,000
Number of Residents	1,157	564	503	811	350
Total Cost	\$ 47.11	\$ (191.00)	\$ (1,319.85)	\$ (1,198.28)	\$ 534.33
<u>Paper Shredding</u>	<u>Total 2011</u>	<u>Total 2010</u>	<u>Total 2009</u>		
Pounds Collected	73,770	45,775	30,000		-
Number of Residents	1,590	1,237	893		-
Total Cost	\$ -	\$ 1,079.77	\$ 635.55		\$ -
Pounds Collected	644,666	578,437	712,844	644,612	455,048
Number of Residents	9,873	8,374	8941	7160	6050
Total Cost	\$ 38,947.11	\$ 77,094.11	\$ 61,991.68	\$ 73,410.58	\$ 78,122.21