

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
May 17, 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 May 17, 2011, 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
John Pagerly, CPA
John Bradley, Esquire
Charles Jones, PE

Absent were Mr. Tony Sacco, Ms. Michelle Kircher 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 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 Mr. Pagerly, the minutes of the regular meetings of March 15, 2011, 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. Jones, 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 2010 Audit will be presented at our July 19, 2011 Board meeting.

NEW BUSINESS

A. Update on collection events:

Ms. Meeks indicated that 3,441 residents disposed of 235,332 pounds of materials during our spring collections, which was the second largest participation since 2007. Ms. Meeks indicated that although the amount of material decreased since last year, the participation is still increasing which demonstrates a need for these events. She also reviewed specific information on all four (4) of the spring collection events, with the Board. A copy of the information on the collections, is attached.

Ms. Meeks reported that the disbursement requests will be completed for both our Pharmaceutical and Household Hazardous Waste Collections upon receipt of all invoices.

B. Update on 902 recycling grant:

Ms. Meeks reported that we currently have a balance of \$26,190 under our existing 902 recycling grant. She indicated that she would like to extending the existing concrete pad outside the paper containers to allow easier access to the baler located inside the building. In addition, she indicated she is currently getting quotes for the installation of a conveyor or tipper system to be used in moving the mixed paper from the roll-off storage area to the baler itself. She indicated that the Authority has until September 30, 2011 to use the remaining funds in this grant. She indicated that she will be presenting the different options to the Board during our July meeting.

C. 2012 County Budget:

Ms. Meeks recommended submitting the same budget request to the County, as 2011, including the Authority payment in the amount of \$210,000, rather than the \$220,000 which is allowed for under our contract. The Board agreed with Ms. Meeks recommendation and approved the budget submittal.

SOLICITOR'S REPORT

Mr. Rauch reported that he has been working with the Executive Director on the development of the Recycling Center Operator job description, which was approved by the Board by e-mail, after the last meeting.

In addition, Mr. Rauch reported that he has been working with Fulton Bank to set up a checking account for our food waste composting project, which will allow Cogle's Recycling to remote deposit into the Authority account all payments for this project.

Mr. Rauch has also been working with the Chairman on the filing requirements for our existing Bonds.

Mr. Rauch distributed a copy of the 2010 Census data showing the changes in both populations per municipality, since 1990, as well as, the changes in demographics.

Executive Director – Yearly Review:

Mr. Mowbray requested an Executive Session at 3:25 p.m. to discuss the Yearly Review of their Executive Director.

The meeting reconvened at 3:35 p.m. Upon a motion by Mr. Bradley, seconded by Mr. Clements, the Board unanimously agreed to increase the salary of their Executive Director to \$75,000, retroactive to April 2, 2011. Mr. Mowbray stating that the Board was very pleased with the 2010 Authority projects, as well as, the progress that has been made in starting new projects.

OLD BUSINESS

Ms. Meeks stated that the Authority was awarded the Governors' Award for Innovative Environmental Partnerships. Mr. Mowbray stated that the Authority was one of ten awards that were given and the only Authority presented with an Award. He indicated that he, as well as, Ms. Kircher, Ms. Feridun, Mr. Sacco and Ms. Meeks attended the awards luncheon in Harrisburg, which was very nicely presented.

Mr. Mowbray requested that the Board be given a copy of the annual revaluation for the Recycling Center Operator for their review. Ms. Meeks indicated that she would provide a copy of the evaluation at our July Board meeting.

EXECUTIVE DIRECTOR

Ms. Meeks indicated that Berks County will have two newly mandated municipalities under the 2010 census, those being Lower Heidelberg and Maxatawny Townships. She has already met with Lower Heidelberg who will only need to develop a program for the collection of their yard waste, to be in compliance with the law. She is currently trying to schedule a meeting with the new Township Manager of Maxatawny to discuss their requirements, which will include the implementation of a curbside recycling and yard waste program.

Ms. Meeks also reported that she has met with both PADEP and Mark Everett of Cornerstone Environmental Group to discuss our Solid Waste Management Plan revision which will be due in 2015. Both PADEP and Mark Everett agreed that our Plan revision will be very simple and can be handled without the need to hire an outside Engineering Firm.

Ms. Meeks also reported that our sign at the recycling center has been damaged by the farmer. The County has agreed to repair the sign and we are currently waiting for a proposal from Signature Signs.

Ms. Meeks indicated that the floor in the barn at the Electronic Recycling Center is in need of repair. She indicated that she has received a quote in the amount of \$8,782 to install new high density plywood and cover with urethane floor paint. The County has agreed to pay \$3,000 of this cost under our 2011 County Budget, with the balance being paid by the Authority. She reported that she has spoken with PADEP and has determined that unfortunately, this cost is not covered under our electronic waste reimbursement by PADEP. Upon a motion by Mr. Jones, seconded by Mr. Clements, the Board unanimously approved spending \$9,000 to make the needed repairs to the floor, with \$3,000 of those costs being reimbursed by the County.

Ms. Meeks also reported that our operating costs at the Hilltop Road recycling center have decreased from \$42,100 in 2008 to \$24,600 in 2010 and that those numbers will continue to improve with the installation of our paper baler.

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 19, 2011 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

At 3:50 p.m., upon a motion by Mr. Clements, seconded by Mr. Pagerly the Board unanimously resolved to adjourn.