

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
November 19, 2019**

A regular meeting of the Board of the Berks County Solid Waste Authority (the “Authority”) was called to order at 3:05 p.m. on November 19, 2019, 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
Mr. Tony Rymar
Mr. Tony Sacco
Michael Gombar, Jr., Esquire
John Pagerly, CPA

Absent were Ms. Dale-Ann Farina and Charlie Jones, PE.

Also present:

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

The Chairman recommended that the Board enter into Executive Session to discuss the current litigation with New Morgan Landfill Company.

The Board entered into Executive Session and reconvened at 3:20 PM.

MINUTES

Upon a motion by Ms. Kircher, seconded by Mr. Gombar, the minutes of the regular meetings of July 16, 2019, 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. Rymar, 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.

Ms. Meeks updated the Board on the Authority's 2020 allocation from the County and indicated, that at the current time, the draft Budget that was submitted to the County Commissioner's for approval allocates \$300,000, rather than the \$320,000, that we requested. She indicated that she had met with Bob Patrizio and he will keep me updated of any questions or concerns that may come up during the final budget review by the Commissioner's.

SOLICITOR'S REPORT

The Board entered into Executive Session to receive an update on the post-trial relief requested by New Morgan Landfill Company, as it relates to our September trial.

NEW BUSINESS

a. 2020 Meeting Schedule:

Upon a motion by Mr. Sacco, seconded by Ms. Kircher the Board unanimously approved the following dates for our 2020 Board meetings, to be held at 3:00 PM in the Commissioners' meeting room, 13th Floor of the Services Center and authorized their Executive Director to advertise those dates:

January 21, 2020	March 17, 2020
May 19, 2020	July 21, 2020
September 15, 2020	November 17, 2020

b. Appointment of Committees:

Nominating Committee

Mr. Mowbray indicated that a Nominating Committee will need to be created and the slate of officers presented at our January 21, 2020 Board meeting. The Chair recommend and the Board unanimously approved appointing Mr. Jones and Mr. Sacco to the Nominating Committee.

Finance Committee

Mr. Mowbray recommended that a Finance Committee once again be created for 2020 to review and recommend the 2020 Budget, as well as other financial issues that may arise throughout the year. Mr. Mowbray questioned if anyone on the Board was interested in sitting

on the Finance Committee for 2020, indicating that the Committee typically only meets twice per year. Once to review the Audit and again to review and recommend the annual budget. Since no additional members showed interested in being a part of this committee the Chair recommended and the Board unanimously approved appointing the following Board members to the Finance Committee: Mr. Pagerly, Mr. Mowbray and Mr. Jones.

c. Renewal of contract with ECOvanta

Ms. Meeks requested that our Electronic Recycling Contract with ECOvanta be extended for 2020 at the existing rates. She indicated that this is the final extension option under our existing contract and we will need to bid this project this summer for 2021.

Upon a motion by Mr. Clements, seconded by Mr. Pagerly, the Board unanimously approved renewing the contract with ECOvanta for 2020.

d. Update on fall collection events

Ms. Meeks indicated that we once again had a good turnout for our fall collections and the contractors did a great job servicing residents and keeping the traffic flowing throughout the day. Ms. Meeks indicated that 1,285 residents participate in our fall hazardous waste collection bringing in 107,833 pounds of waste. She indicated that 833 residents participated in our fall shredding event collecting 55,786 pounds of paper.

Ms. Meeks indicated that having the Bern Township Police at our Household Hazardous Waste collection was extremely helpful and recommended that we once again hire them for our 2020 fall collection event.

e. Reimbursement Requests

Ms. Meeks indicated that the reimbursement request for our fall collection event is completed and will be submitted to the DEP, once the checks clear the bank. Ms. Meeks indicated that the reimbursement request will be in the amount of \$ 43,617.75, which will leave approximately \$30,000 to be carried over to our 2020 spring collections. She indicated that she has also submitted a reimbursement request for \$11,255 from this grant program for some of our eligible electronic recycling center costs.

In addition, Ms. Meeks explained that she will be submitting the reimbursement request for our public education grant in the amount of \$ 5,204.25.

f. Contracts for 2020 collection events

Ms. Meeks requested permission to once again participate in the Pa. Department of Agriculture Contract for our 2020 Household Hazardous Waste collections. MXI did a great job during our 2019 collections and will once again be the Contractor for the Pa. Department of Agriculture Chemsweep program. Ms. Meeks indicated that there will once again be a cap on the amount of pesticides that will be paid for by the Department of Ag in 2020. Ms. Meeks

indicated that the Authority saved \$20,000 in pesticides costs by participating in the Department of Ag program in 2019. We will be contacted by the Department of Ag by January 15, 2020 with the allocation amount for 2020. Ms. Meeks indicated that both DEP and MXI have been notified of our 2020 collection schedule.

EXECUTIVE DIRECTOR

Ms. Meeks reported that 136,000 residents have used our electronic recycling center since opening in July of 2010 recycling 5,760 tons of electronics. She indicated that 18,000 residents have used our site already this year, recycling 1.2 million pounds of electronics, which is similar to 2018.

Ms. Meeks reported that Shyam Ollenu has been working for the Authority since August 25, 2017, on a part-time basis with no benefits. She indicated that Shyam's current pay rate is \$16.00 per hour and recommended increasing his salary to \$17.00 per hour, effective immediately. Ms. Meeks also indicated that she will be scheduling Shyam for equipment training so that he will be able to run the Bobcat to load vehicle the trailer if needed. Upon a motion by Ms. Kircher, seconded by Mr. Rymar the Board unanimously approved this increase.

Ms. Meeks indicated that she has met with Bob Patrizio to review our 2020 request in detail and Bob has recommended to the Commissioners that the County allocate \$300,000 in 2020, up from \$278,000 in 2019. Ms. Meeks indicated that although the County had allocated \$278,000 for the Authority in 2019 we have only received \$250,000 to date. She indicated that she is continuing to work with the County to obtain these additional funds.

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 21, 2020 at 3:00 PM in the Commissioners' meeting room.

ADJOURNMENT

At 4:25 p.m., upon a motion by Ms. Kircher, seconded by Mr. Rymar the Board unanimously resolved to adjourn.