

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
September 15, 2020**

A regular meeting of the Board of the Berks County Solid Waste Authority (the "Authority") was held virtually and was called to order at 3:05 p.m. on September 15, 2020.

The following members were present:

Mr. Charles Mowbray
Ms. Michelle Kircher
Mr. Brian Clements
Mr. Tony Rymar
Mr. Tony Sacco
Mr. Don Moll
Michael Gombar, Jr., Esquire
Charles Jones, PE
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 questions or comments were received prior to today's 12:00 p.m. deadline, in accordance with our meeting notice published in the Reading Eagle on September 10, 2020.

MINUTES

Upon a motion by Mr. Moll, seconded by Mr. Sacco, the minutes of the regular meeting of July 21, 2020, 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 Mr. Jones, 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 since the Authority's last Board meeting, he has been working with our Executive Director on the ITB for the Electronic Recycling. This will be discussed later in today's meeting.

Mr. Georgeadis indicated that there was no need for an Executive Session during today's meeting. He indicated that the County/Authority Brief for the appeal had been filed on September 1, 2020 and expects it will be months before we hear anything further.

NEW BUSINESS

A. Update on fall collection events

Ms. Meeks reported that the household hazardous waste collections are on schedule for October 24th and 25th with all arrangements completed. She indicated that these events will require pre-registration, however no one will be sent away for not registering. She indicated that Bern Township will have two police officers at each event and that the number of volunteers will be limited to assisting with traffic and controlling the site. No personal contact will be had during the event and no surveys will be taken. She indicated that part of the registration process explains the rules of the collection and that a follow up e-mail with those instructions is sent automatically to every registrant. She indicated that we currently have 125 people registered for the events 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 first week in October and that she will also be reaching out through additional media sources. Our municipalities have all been notified of our new dates and the registration requirements.

Ms. Meeks also, reported that the 2021 collection dates and locations have not yet been set and that information will be determined at a later time and can be sent electronically to all of our fall participants.

B. Electronic Recycling Contract

Ms. Meeks indicated that on September 9, 2020 the Authority received two bids for the processing of our electronic materials. She indicated that the apparent low bid was received from SAMR, however their bid did not contain the required Bid Bond. Mr. Mowbray indicated that the review committee met yesterday, September 14, 2020 to review the bids and asked the members to comment on their review and recommendations. Mr. Jones recommended after his review that the bid from SAMR that it be rejected as unresponsive and recommended awarding the contract to ECOvanta. Ms. Kircher agreed with Mr. Jones and his analysis. Mr. Gombar indicated that he is concerned with such a significant financial difference in the two bids and the incomplete filing of the SAMR bid document. Mr. Gombar also indicated that the ECOvanta bid is in line with our 2021 proposed budget and recommended awarding to ECOvanta. Mr. Georgeadis also reported that the bid received from SAMR was incomplete and recommended that their bid be rejected. Mr. Mowbray indicated that the

recommendation of the review committee was to reject the SAMR bid as unresponsive and incomplete and to award the contract to ECOvanta.

Upon a motion by Mr. Clements, seconded by Mr. Rymar, the Board unanimously authorized awarding the contract to ECOvanta, as the only bidder submitting a complete bid document.

C. Current 902 Recycling Grants and next round

Ms. Meeks indicated that Berks County currently has nine municipalities with grant applications pending in the amount of \$1.867 million. She indicated that DEP is currently working on reviewing the applications that were submitted in May of 2020 and are hoping to award these grants later this fall and to open another round immediately after this award. She indicated that any municipality not receiving funds this round will be eligible to apply for the next round of grants.

D. 2021 County Budget

Ms. Meeks indicated that she received an e-mail from the Budget office last evening with a few questions on our proposed 2021 budget request and that most of those questions have been answered. She indicated that she will be reviewing and updating our budget numbers that were originally developed in June and will be sharing that information with our Finance Committee, prior to sending it to the budget office and will refile our budget request, if needed. She indicated that although we currently have an increase in our cash reserves, we may run close to our original budget since we have been receiving more than average electronics for recycling and that two hazardous waste collection days will be held this fall, rather than one.

EXECUTIVE DIRECTOR

Ms. Meeks indicated that 137,600 residents have used our electronic recycling center since opening in July of 2010. Over 11,000 residents have used the site already this year. Over 12 million pounds have been recycled from this site since opening.

Ms. Meeks indicated that she is continuing to assist our municipalities with filing their 904 Performance Grants, which are due December 31, 2020 and is a new on-line process through DCED.

Ms. Meeks indicated that we are currently using a second part-time employee to assist with the baling of paper at the recycling center, since we are no longer receiving assistance from the Jail and she does not anticipate that labor source returning anytime soon. She indicated that the second part-timer also assists with electronic recycling when needed, which is working out very well.

Ms. Meeks indicated that she has been working with Attorney Gombar related to the land application of leaf waste from Wernersville Borough at the David Schaeffer Farm. She reported that the easements have been approved and DEP has given verbal approval of the site and they should be receiving the official letter within the next couple of weeks, in time for leaf season. She indicated that South Heidelberg Township is also moving forward with the use of this site. Mr. Gombar indicated that he believes South Heidelberg Township has also approved moving forward with this project. Ms. Meeks thanked Mr. Gombar for his assistance with this project and indicated that Wernersville,

Womelsdorf, Robesonia and South Heidelberg Township will all be land applying their leaves on local farm fields, which have been permitted by PADEP, this fall rather than hauling them long distances for processing, resulting in large financial savings for the municipalities.

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 17, 2020 at 3:00 PM and will most likely be held virtually.

ADJOURNMENT

At 4:10 p.m., upon a motion by Mr. Jones, seconded by Mr. Sacco the Board unanimously resolved to adjourn.