

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
July 20, 2021**

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 July 20, 2021, 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 Clements
Mr. Don Moll
Michael Gombar, Jr.
John Pagerly, CPA

Absent was Mr. Tony Rymar, Mr. Tony Sacco, Charles Jones, PE.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority
Socrates Georgeadis, Esquire, Georgeadis Setley called into the meeting by speaker
phone

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. Moll, seconded by Mr. Gombar, the minutes of the regular meetings of May 18, 2021, were approved, with Ms. Kircher and Mr. Pagerly abstaining since they were not present for that meeting.

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. Pagerly, seconded by Ms. Kircher, the Board approved the payment of all invoices and ratified the payment of invoices previously paid and accepted the Treasurer’s Report.

SOLICITOR'S REPORT

Mr. Georgeadis reviewed SB 554 which will go into effect on August 29, 2021.

Specifically, Senate Bill amends Section 709 of the Sunshine Act, relating to public notice, to require an agency in addition to any public notice, to provide the following notification of agency business to be considered at a meeting:

- The Agency shall post the meeting agenda, including a listing of each matter of business, on its website no later than 24 hours in advance of the meeting.
- The Agency shall post the meeting agenda at the location of the meeting and at the principal office of the Agency.
- The Agency shall make copies of the agenda available to individuals in attendance at the meeting.

Mr. Mowbray indicated that as part of the litigation between the Authority/Berks County and the Conestoga Landfill in 2016, Board members were told to preserve all potentially-discoverable documents and electronic data. Mr. Mowbray asked Mr. Georgeadis if he could find out when the Authority Board members are permitted to dispose of any documents, that might be in their possession. Mr. Georgeadis indicated that he would check with the County Solicitor and get back to the Board within the next couple of weeks.

Executive Session

Mr. Georgeadis does not believe there is a need for an Executive Session at today's meeting, since there has not yet been any decision on the New Morgan appeal.

NEW BUSINESS

a. Permit for HHW

Ms. Meeks indicated that all permits for our one-day hazardous waste collection event, to be held on October 23, 2021, have been submitted and approved including the COVID-19 enhancement section. Ms. Meeks indicated that mandatory pre-registration will open for this event on August 1st and we will start registration at 1,500 residents. Additional spaces can be made available if needed, once we get closer to the event.

Ms. Meeks indicated that she will use the Eventbrite website for registration, which worked out well for the fall of 2020 and spring 2021 events. E-mails will also be sent to everyone that has registered for a prior collection, making them aware of our fall collections.

b. Fall paper shredding event

Ms. Meeks indicated that VRC is interested in running our fall paper shredding event at a cost of \$2,000. The event will be held on October 16, 2021 with VRC providing two shredding

trucks, two – 26’ box trucks, one – 16’ box truck and eight employees. The Conrad Weiser Football Team will also be helping during the event. Registration for this event will also be required and we will limit it to the first 1,500 registrants. Each vehicle will be permitted to have a maximum of five (5) boxes of documents for shredding. Registration will also open for this event on August 1, 2021.

c. 902 Recycling Grant – BCSWA

Ms. Meeks reviewed our 902 Recycling Grant that will be submitted to PADEP, in September of 2021. This grant would cover 90% of the cost of repairing and painting our roll-off containers, new totes for our paper recycling program, new skid-steer, design and erect a roof over the paper recycling area, receive reimbursement for our fencing project and seal coat the parking lot. Ms. Meeks indicated that she will send a summary of the application to the Board prior to our August 18, 2021, pre-application meeting with DEP, for approval. In addition, there are thirteen municipalities in Berks that will be submitting applications, under this grant program, that are due on September 20, 2021. Ms. Meeks reported that she will continue to meet with each of those municipalities to assist with their applications and will participate in their pre-application meetings with DEP.

d. Will Jarrett – Annual Review

Ms. Meeks recommended a 5% increase for William Jarrett effective July 20, 2021, which would increase his hourly rate to \$25.10 per hour. Ms. Meeks reminded the Board that the only benefits that William Jarrett currently receives is vacation and sick time. Will does not currently accept any Health Insurance from the Authority, which is offered. Ms. Meeks indicated that Will has been with the Authority for twelve years, eleven of those as a full-time employee and does an exceptional job operating the recycling center and takes great pride in his job. Upon a motion by Mr. Gombar, seconded by Mr. Pagerly, the Board unanimously approved this increase.

EXECUTIVE DIRECTOR

Ms. Meeks updated the Board on the electronic recycling center. She indicated that 11,000 residents have used the site, in the first six months of this year, collecting 700,000 pounds of electronics.

Ms. Meeks indicated that we will be losing two of our part-time employees, starting August 13, 2021, since they will both be starting college this fall. Ms. Meeks asked the Board to let her know of anyone that might be looking for work.

Ms. Meeks indicated that she has filed the 2020 performance grant with DEP on behalf of the County. She is continuing to assist our municipalities with their grants, which are due December 31, 2021, which must be filed electronically through the DCED website.

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, September 21, 2021 at 3:00 PM in the Commissioners' meeting room

ADJOURNMENT

At 3:55 p.m., upon a motion by Mr. Clements, seconded by Ms. Kircher the Board unanimously resolved to adjourn.