

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
September 19, 2023**

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 September 19, 2023, at the Berks County Ag Center, 1238 County Welfare Road, 1st Floor meeting room, Leesport, Pa. 19533

The following members were present:

Charles Jones, PE
Ms. Michelle Kircher
Mr. Brian Clements
Mr. Tony Rymar
Mr. Don Moll
Mr. Ron Rutkowski
Michael Gombar, Jr., Esquire

Absent were Mr. Charles Mowbray and Mr. Tony Sacco.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority
Socrates Georgeadis, Esquire, Georgeadis Setley
Adrian Jadak, Citizen

Secretary Jones 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. Gombar, seconded by Mr. Moll, the minutes of the regular meeting of July 18, 2023, 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. Rutkowski, seconded by Mr. Moll, 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 indicated that he and their Executive Director continue working on day-to-day tasks that arise and will also be assisting with the Electronic Recycling Contract, which will be discussed later in today's meeting.

NEW BUSINESS

a. Update on fall collection events

Ms. Meeks reported that both the paper shredding and household hazardous waste collections are on schedule for October 14th and October 21th respectively, with all arrangements completed. She indicated that these events will once again require pre-registration, however no one will be sent away for not registering. She indicated that as part of the registration process we will gather all necessary information and explain the rules of the collection and that a follow up e-mail with those instructions will be sent to every registrant, 24 hours before the collections. She indicated that we currently have approximately 400 people registered for the paper shredding event and 550 for the hazardous waste 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 on October 1st and that she will also be reaching out through additional media sources. Our municipalities have all been notified of our dates and the registration requirements and are sharing this information with their residents.

Ms. Meeks also, reported that the 2024 collection dates and locations have be set and magnets with those dates will be distributed during our collections. E-mails will also be sent to all of our past and present participants, as was done for 2023. The application for registration of the hazardous waste collection has been filed with DEP.

b. Electronic Recycling Contract

Ms. Meeks indicated that bids for electronic recycling processing were received on September 13th from two vendors. Attached is a copy of the bid tabulations. She indicated that Greenchip E-Waste & ITAD Solutions was the lowest responsible bidder and recommended awarding the contract to them.

Upon a motion by Mr. Clements, seconded by Mr. Jones the Board unanimously approved awarding the contract to greenchip for the 2024 calendar year with two one-year renewal options, at the Authority's sole discretion.

c. Flooring Project – Contract Award

Ms. Meeks indicated that three vendors submitted proposals for the removal and replacement of the second story floor at the electronic recycling center. Attached is a copy of the spreadsheet with those proposals. Ms. Meeks indicated that Bertolet Construction submitted the lowest proposal for the project as specified. Ms. Meeks indicated that she would like to research

the benefits of adding the Epoxy membrane with 2 coats polyaspartic and quartz sand for more abrasion resistance with a 50 mm rather than the Supreme Paint product that was requested in the specifications.

Upon a motion by Mr. Clements, seconded by Mr. Rymar the Board unanimously voted to authorize their Executive Director to contact our Engineer overing this project to get their opinion on the upgrade of the coating and to award the contract to the lowest proposal up to a maximum of \$24,999.

d. Update on Disposal Capacity Assurance

Ms. Meeks gave a brief update on the status of the Disposal Capacity Agreements which will be needed for the Berks County Solid Waste Management Plan Revision and reported that we are currently receiving letters of interest, in response to our advertisements, and she believes we will be ahead of schedule in signing the Disposal Capacity Agreements either later this year or early in 2024.

e. Roof Repair

Ms. Meeks indicated that the flashing and seal between the stone barn and the addition has failed and recommended hiring DESCCO to perform this repair for the cost of \$995, per their proposal of September 18, 2023. She also noted that the metal roof fasteners are beginning to lift from the metal roofing surface. So there is concern that the wooden roof decking could be deteriorated. Any wooden roof deck replacement would be treated as an additional expense. Ms. Meeks recommended and the Board agreed to move forward with the \$995 repair and if additional repairs are needed to notify the Board by e-mail and ratify that vote at our next Board meeting in November.

EXECUTIVE DIRECTOR

Ms. Meeks indicated that she is continuing to assist our municipalities with filing their 904 Performance Grants, which are due December 30, 2023 and must be filed through the DCED website, as was the case in 2022. She indicated that she has assisted eighteen of our municipalities with their applications to date. She also indicated that any municipality receiving more than \$10,000 per year in 904 Performance Grants will fall under the Act 140 guidelines requiring the implementation of a recycling and waste program by ordinance. Both Ontelaunee and Caernarvon Townships have received more than \$10,000 in 2022 and both have enacted the necessary ordinances for compliance. Upper Bern Township has decided not to comply with the Act 140 requirements and therefore will not be applying for the materials recycled from their Amazon Warehouse. The County is in compliance with Act 140 and will be submitting those weights on the County 904 grant moving forward.

Ms. Meeks also reported that we will have a new vendor servicing our roll-off container at the Recycling Center starting on November 18th at an additional cost of \$55 per pull, which will amount to an additional \$6,100 per year.

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 21, 2023 at 3:00 PM.

ADJOURNMENT

At 4:05 p.m., upon a motion by Ms. Kircher, seconded by Mr. Clements the Board unanimously resolved to adjourn.

**Electronic Recycling
Bid Opening - September 13, 2023**

Bid Item	Estimated Lbs.	Ecovanta	Greenchip	Ecovanta- Total	Greenchip - Total
Ballasts (PCB)	100	\$ (0.93)	\$ (2.90)	\$ (93.00)	\$ (290.00)
Ballasts (Non-PCB)	500	\$ -	\$ (0.45)	\$ -	\$ (225.00)
CFL Bulbs	2,000	\$ (1.10)	\$ (2.00)	\$ (2,200.00)	\$ (4,000.00)
CPU / Laptops	75,000	\$ -	\$ 0.15	\$ -	\$ 11,250.00
Fluorescent bulbs	25,000	\$ (0.45)	\$ (0.63)	\$ (11,250.00)	\$ (15,750.00)
Fluorescent bulbs - U-tube	1,000	\$ (0.53)	\$ (2.00)	\$ (530.00)	\$ (2,000.00)
Cell phones	100	\$ 1.00	\$ 0.20	\$ 100.00	\$ 20.00
Monitors	50,000	\$ -	\$ 0.005	\$ -	\$ 250.00
Covered Devices	96,000	\$ -	\$ 0.02	\$ -	\$ 1,920.00
Televisions	500,000	\$ -	\$ 0.005	\$ -	\$ 2,500.00
Misc. Electronics	135,000	\$ -	\$ -	\$ -	\$ -
Other - Rechargeable Battery Containing		N/B	\$ (0.25)	N/B	\$ -
Other - Laptops		\$ 0.30		N/B	N/B
Other - Tables		\$ 0.20		\$ -	\$ -
TOTAL				\$ (13,973.00)	\$ (6,325.00)

	<u>Ecovanta</u>	<u>Greenchip</u>	<u>Current</u>
Universal	\$ (13,980.00)	\$ (21,750.00)	\$ (22,660.00)
E-waste	\$ 7.00	\$ 15,425.00	\$ (33,750.00)
Total	\$ (13,973.00)	\$ (6,325.00)	\$ (56,410.00)