

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
NOVEMBER 17, 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 3:00 p.m. on November 17, 2020.

The following members were present:

Mr. Charles Mowbray
Ms. Michelle Kircher
Mr. Brian W. Clements
Mr. Don Moll
Michael Gombar, Jr., Esquire
John Pagerly, CPA
Charlie Jones, PE

Absent were Mr. Tony Rymar and Mr. Tony Sacco

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 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 November 10, 2020.

MINUTES

Upon a motion by Mr. Clements, seconded by Mr. Jones, the minutes of the regular meetings of September 15, 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 Ms. Kircher, 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.

Ms. Meeks reported that she has not yet increased her annual salary which was approved by the Board in May.

Ms. Meeks updated the Board on the Authority's proposed 2021 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, which was the full amount of our request. She indicated that she had been working with Patrick Sleepy our liaison in the County Budget office and upon his transfer to another Department she began working with Laura Jones, Deputy Director of the Office of Budget and Finance. Laura 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

Mr. Georgeadis reported that he had been working on some general Authority questions including the finalization of the ECOvanta Contract for electronic recycling and a small personnel issue.

NEW BUSINESS

a. 2021 Meeting Schedule:

Upon a motion by Mr. Jones, seconded by Ms. Kircher the Board unanimously approved the following dates for our 2021 Board meetings, to be held virtually and authorized their Executive Director to advertise those dates:

January 19, 2021	March 16, 2021
May 18, 2021	July 20, 2021
September 21, 2021	November 16, 2021

The Chairman indicated that these meetings can be changed to in-person meetings at any time throughout the year, once it is safe to do so.

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 19, 2021 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 2021 to review and recommend the 2021 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 2021, 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 for 2021 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. Update on fall collection events

Ms. Meeks indicated that we had a good turnout for our fall collections and the contractor did a great job servicing residents and keeping the traffic flowing throughout the two-day event. Ms. Meeks indicated that 1,550 residents participate in our fall hazardous waste collection bringing in 120,000 pounds of waste. She indicated that the registration process worked extremely well and allowed for a steady flow of traffic throughout the day. She recommended that we continue to use the registration process moving forward, which allows us to better control traffic and ensures a safe site and better work flow.

Ms. Meeks indicated that having the Bern Township Police at our Household Hazardous Waste collection was extremely helpful but does not believe this will be necessary with pre-registration at future events.

Ms. Meeks indicated that we continue to see a huge amount of latex paint continuing to be brought to our hazardous waste collections, even though we continue to list that as a non-acceptable item. Ms. Meeks indicated that 52,800 pounds of paint was collected during our fall collection events at a cost of \$36,960, of which we estimate 70% of that paint is latex. Mr. Clements recommend requesting assistance from our municipalities in educating their citizens on the proper method of disposal for latex paint. Ms. Meeks indicated she would reach out to our municipalities and request that they add this information to their Facebook page, webpages and/or newsletters. Ms. Meeks indicated that she had investigated a few options involving separate collections for latex paint, but unfortunately those viable options were more costly than our current program. Ms. Meeks indicated that she would continue to look at options that might be available to handle the large quantities of latex paint that we are receiving at our collections.

d. 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 \$ 48,095, which will leave approximately \$52,000 to be carried over to our 2021 spring collections. In addition, Ms. Meeks explained that she will be submitting the reimbursement request for our public education grant in the amount of \$ 5,237.

e. Contracts for 2021 collection events

Ms. Meeks recommended that we once again participate in the Pa. Department of Agriculture Contract for our 2021 Household Hazardous Waste collections. MXI did a great job during our fall 2020 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 2021. Ms. Meeks indicated that the Authority saved \$20,000 in pesticides costs by participating in the Department of Ag program in 2020. We will be contacted by the Department of Ag by January 15, 2021 with the allocation amount for 2021. Ms. Meeks indicated that both DEP and MXI have been notified of our 2021 collection schedule. The Board once again agreed to participate in the Dept. of Agriculture Chemsweep program for our collections.

EXECUTIVE DIRECTOR

Ms. Meeks reported that 153,600 residents have used our electronic recycling center since opening in July of 2010 recycling 6,381 tons of electronics. She indicated that 15,000 residents have used our site already this year, recycling one million pounds of electronics, which is a slight decrease from this same period in 2019, although our site was closed for ten weeks due to the Pandemic.

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 19, 2021 at 3:00 PM and will be held virtually by Microsoft Team Meeting.

ADJOURNMENT

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