

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
JANUARY 20, 2026**

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 January 20, 2026, in the first-floor conference room at the Berks County Agricultural Center, 1238 County Welfare Road, Leesport, Pa. 19533.

The following members were present:

Charles Jones, PE
Michael Gombar, Jr., Esquire
Mr. Ron Rutkowski
Mr. Brian W. Clements
Ms. Jane Witheridge
Mr. Charles Mowbray
Mr. Tony Rymar

Absent were Mr. Don Moll and Mr. Tony Sacco.

Also present:

Ms. Jane Meeks, Executive Director of the Berks County Solid Waste Authority
Soc Georgeadis, Esquire, Georgeadis Law

The Chairman declared a quorum was present and called the meeting to order.

Public Comment:

No members of the public were present.

Executive Session:

At 3:05 p.m. Mr. Clements made a motion, seconded by Ms. Witheridge to enter into executive session to discuss threatened litigation.

At 3:55 p.m. Mr. Clements made a motion, seconded by Mr. Gombar to reconvene the public meeting.

Reorganization

a. Election of Officers:

The Nominating Committee submitted the following slate of officers for 2026

Charles Jones – Chairman
Michael Gombar, Jr., Esquire – Vice Chairman
Ron Rutkowski – Treasurer
Tony Sacco – Secretary

Mr. Clements moved and Mr. Rymar seconded the closing of nominations.

Upon a motion by Mr. Clements seconded by Ms. Witheridge, the above slate of officers was unanimously approved, for 2026.

b. Appointment of Solicitor:

Attorney Georgeadis wishes to be retained for the 2026 calendar year, for legal services at the same retainer as 2025. Upon a motion by Mr. Gombar, seconded by Mr. Mowbray, the Board unanimously resolved to retain the services of Georgeadis Law, for the fiscal year 2026, at an annual retainer of \$25,000. It was also agreed that Georgeadis Law will invoice the Authority separately for any large projects that will require the assistance of Georgeadis Law, that are or are not anticipated at this time, as was the case in 2014 through 2025.

c. Appointment of Auditor:

Upon a motion by Mr. Clements, seconded by Mr. Gombar, the Board unanimously resolved to retain the services of RKL, to conduct our 2025 Audit, at a rate of \$12,500.00.

Minutes

Upon a motion by Mr. Rutkowski, seconded by Mr. Mowbray, the minutes of the regular meetings of November 18, 2025, were unanimously approved.

Finance

a. Treasurer's Report:

Mr. Rutkowski distributed the Treasurer's Report and reviewed it with the Board. Upon a motion by Mr. Gombar, seconded by Mr. Clements, the Board unanimously approved the payment of all invoices, ratified the payment of invoices previously paid and accepted the Year End Treasurer's Report, subject to Audit.

Upon a motion by Mr. Rutkowski, seconded by Ms. Witheridge, the Board unanimously resolved to ratify an earlier e-mail vote, to purchase a 9-month CD at a rate of 3.75% in the amount of \$200,000, through First National Bank.

b. 2026 Authority Budget

Mr. Rutkowski indicated that the Finance Committee met to review and develop the 2026 Authority Budget. Mr. Rutkowski indicated that the following members were present for this meeting: Mr. Mowbray, Mr. Jones, Ms. Meeks, Attorney Georgeadis and himself. Mr. Rutkowski then reviewed the projected revenues and expenses for the proposed 2026 operating budget with the Board. Mr. Rutkowski indicated that the Authority has received the \$290,000 allocation from the County for 2026.

Upon a motion by Mr. Rymar, seconded by Mr. Mowbray, the Board unanimously approved the 2026 Budget, as proposed. A copy of the 2026 operating Budget is attached hereto.

Solicitor's Report

No report.

New Business

a. Statement of Financial Interest

Ms. Meeks indicated that the Statement of Financial Interests must be filed by May 1, 2026 and can be filed electronically at www.ethics.pa.gov. She indicated that she will be sending out a reminder with the website to all members.

Executive Director's Report

Ms. Meeks reported that 19,000 residents have used our electronic recycling center in 2025, recycling one million one hundred and nineteen thousand pounds of electronics, which is similar to 2024. She indicated that although the amount of electronics collected remains similar, the weights of the televisions has decreased, significantly to 54% of all materials. In addition, the amount of CRT televisions has decreased from 49% of our televisions to 25% since 2020. Since opening in July of 2010, 248,000 residents have used our center bringing nearly 9,400 tons of electronics for recycling.

Ms. Meeks reported that the Authority has received final approval from PADEP to hold our spring hazardous waste collection on April 11, 2026 at the Governor Mifflin Intermediate School and our fall collection on October 10, 2026 at the Berks County Ag Center. The shredding events have also been contracted and will be held on April 18, 2026 and October 3, 2026, at those same locations.

Ms. Meeks indicated that the 2025 Annual Recycling reports are due on March 15, 2026 from our 73 municipalities and that she is working with the larger haulers and MRF's in obtaining as much data as possible.

Ms. Meeks indicated that she has begun working on our 2025 Annual Report of the Authority and that she will work with our Chairman and Solicitor in completing this for review at our March meeting.

Ms. Meeks indicated that we received approval of our reimbursement application for our fall hazardous waste collection in the amount of \$55,058.12 and should receive those funds within the next month

Ms. Meeks indicated that she will be filing our final disbursement request for our 901 public education grants in the amount of \$7,250 for our 2025 collections. We are still awaiting award of our 2026-2027 grant application, but expects that to be awarded shortly.

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. Jones, indicated that the next Authority meeting will be held on Tuesday, March 17, 2026 at 3:00 PM.

Adjournment

At 4:20 p.m., upon a motion by Mr. Rutkowski, seconded by Ms. Witheridge, the Board unanimously resolved to adjourn.

BERKS COUNTY SOLID WASTE AUTHORITY

BUDGET REQUEST SUMMARY

2026-REVENUES

Account Name	2025 Budget	Actual 2025 Budget 12-31-2025	2026 Budget
Allied Waste	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
County Contribution	\$ 290,000.00	\$ 290,000.00	\$ 290,000.00
E-waste - Rebates	\$ 14,000.00	\$ 13,412.00	\$ 14,000.00
E-waste - Bulbs/ Batteries	\$ 10,000.00	\$ 11,107.00	\$ 10,000.00
E-waste - Fees	\$ 300.00	\$ 193.00	\$ 200.00
E-waste - Act 190 Grant	\$ 25,000.00	\$ 21,764.00	
HHW - Act 190 Grant	\$ 75,000.00	\$ 78,236.00	\$ 100,000.00
901 Education Grant	\$ 14,000.00	\$ 16,649.00	\$ 14,000.00
901 Grant - BCSWMP**	\$ 3,712.00	\$ 3,712.00	
Interest/Donations	\$ 20,000.00	\$ 15,670.00	\$ 16,000.00
Marketing of Recyclables	\$ 15,000.00	\$ 9,013.00	\$ 9,500.00
Sponsorships - (Cash)	\$ 15,000.00	\$ 16,235.00	\$ 15,000.00
Sponsorships - (In-kind)	\$ 20,000.00	\$ 18,458.00	\$ 16,000.00
Tire Recycling	\$ 4,500.00	\$ 4,582.00	\$ 4,500.00
903 Recycling Grant	\$ 88,674.00	\$ 84,495.00	\$ 87,505.00
Credit Card - Reward	\$ 900.00	\$ 875.00	\$ 900.00
902 Grant *	\$ 37,732.00	\$ 37,732.00	0
Total	\$ 733,818.00	\$ 722,133.00	\$ 677,605.00
Authority funds	(14,951.00)	\$ (31,237.00)	\$ 27,538.00
Total with Authority Funds	\$ 718,867.00	\$ 690,896.00	\$ 705,143.00

BERKS COUNTY SOLID WASTE AUTHORITY

BUDGET REQUEST SUMMARY

2026-EXPENSES

	2025 Budget	Actual 2025 Budget - 12/31/2025	2026 Budget
Audit	\$ 11,000.00	\$ 11,440.00	\$ 12,500.00
Advertising	\$ 17,500.00	\$ 19,728.00	\$ 17,500.00
Collection Events			
- HHW Collection	\$ 160,000.00	\$ 196,343.00	\$ 200,000.00
-Tire Collection	\$ 8,000.00	\$ 8,400.00	\$ 9,000.00
-Pharmaceutical Collection	\$ 100.00	\$ 100.00	\$ 100.00
-Paper Shredding	\$ 12,000.00	\$ 13,486.00	\$ 20,000.00
Depreciation	\$ 35,114.00		\$ 33,339.21
E-waste - Bulbs / Batteries	\$ 12,000.00	\$ 10,566.00	\$ 15,000.00
E-waste - Full-time Center	\$ 3,000.00	\$ 1,104.00	\$ 1,500.00
Employer Tax Liability	\$ 21,000.00	\$ 19,370.00	\$ 19,000.00
Insurance - Health & Disability *	\$ 29,741.00	\$ 26,235.00	\$ 29,543.00
Insurance - Liability & Comp	\$ 19,000.00	\$ 17,788.00	\$ 18,000.00
Legal Fees	\$ 30,000.00	\$ 25,000.00	\$ 30,000.00
Office Supplies	\$ 7,700.00	\$ 2,519.00	\$ 10,000.00
Payroll Services	\$ 3,000.00	\$ 2,690.00	\$ 3,000.00
Pension	\$ 5,700.00	\$ 5,815.00	\$ 6,300.00
Postage	\$ 100.00	\$ 10.00	\$ 100.00
Recycling - Hilltop Rd.	\$ 48,605.00	\$ 41,656.00	\$ 44,500.00
Payroll	\$ 271,500.00	\$ 250,789.00	\$ 250,000.00
Telephone	\$ 2,500.00	\$ 1,659.00	\$ 1,500.00
Travel	\$ 1,600.00	\$ 1,437.00	\$ 1,600.00
Sponsorships (In-kind services)	\$ 20,000.00	\$ 18,458.00	\$ 16,000.00
Miscellaneous	\$ -	\$ 103.00	
Site Improvements	\$ -	\$ 16,200.00	
Total	\$ 719,160.00	\$ 690,896.00	\$ 738,482.21
Without Depreciation number	\$ 684,046.00	\$ 690,896.00	\$ 705,143.00