

**BERKS COUNTY SOLID WASTE AUTHORITY
MINUTES OF THE REGULAR MEETING OF
July 15, 2025**

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 15, 2025, in the First Floor Meeting Room at the Berks County Agricultural Center, 1238 County Welfare Road, Leesport, Pennsylvania.

The following members were present:

Charles Jones, PE
Michael Gombar, Jr.
Mr. Ron Rutkowski
Mr. Brian Clements
Mr. Don Moll
Mr. Tony Sacco
Mr. Charles Mowbray
Mr. Tony Rymar
Ms. Jane Witheridge

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.

MINUTES

Upon a motion by Mr. Clements, seconded by Mr. Rutkowski, the minutes of the regular meetings of May 20, 2025, were unanimously approved.

FINANCE

Treasurer’s Report:

Mr. Rutkowski distributed the Treasurer’s Report and invoices for payment and reviewed them with the Board. Upon a motion by Mr. Sacco, seconded by Mr. Rymar, 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

No Report.

NEW BUSINESS

a. Amend Personnel Code – Juneteenth Holiday

Upon a motion by Mr. Moll, seconded by Mr. Rymar, the Board unanimously approved amending the Authority’s Personnel Code to include Juneteenth as a legal Holiday.

b. Will Jarrett – Annual Review

Ms. Meeks indicated that Will Jarrett has been with the Authority for fifteen years, as a full-time employee and does an exceptional job operating the recycling center and takes great pride in his job. Ms. Meeks reminded the Board that Will currently receives reimbursement for 75% of his Medicare costs and 100% of his supplemental health insurance, which is minimal. Ms. Meeks indicated that Will’s current hourly rate is \$30.00 and recommended increasing his hourly rate to \$31.50 per hour. Upon a motion by Mr. Clements, seconded by Mr. Moll, the Board unanimously approved an increase in Will’s hourly rate to \$31.50 per hour.

c. 2026 Special Collections – Approval of dates

Ms. Meeks recommended setting the following dates for our 2026 collections and recommended handing out magnets this fall with those dates:

Hazardous Waste Collection:

April 11, 2026 – Governor Mifflin Intermediate School
October 10, 2026 – Berks County Agricultural Center

Paper Shredding Event:

April 18, 2026 – Governor Mifflin Intermediate School
October 3, 2026 – Berks County Agricultural Center

EXECUTIVE DIRECTOR

Ms. Meeks updated the Board on the electronic recycling center. She indicated that 9,000 residents have used the site, in the first six months of this year, collecting 470,000 pounds of electronics, which is similar to 2024.

Ms. Meeks indicated that she has submitted the 2024 performance grant to the County and will file with DCED, once it is approved by the Commissioners. She is continuing to assist our municipalities with their grants, which are due December 31, 2025, which must be filed electronically through the DCED website.

Ms. Meeks indicated that she is working with six of our municipalities on their 902 grants, with the oldest grant due to terminate in September of 2025. The grants awarded in 2024 will terminate in January of 2027. Ms. Meeks indicated that DEP is expected to open another round of 902 equipment grants this fall.

Ms. Meeks indicated that PADEP has approved our Act 190 grant application for our hazardous waste and electronic costs in the amount of \$61,480.17. This grant was awarded on June 17, 2025 and is expected to be received shortly. PADEP has also awarded three other grant applications. The first in the amount of \$6,085.66 covering 80% of our public education costs and two others reimbursing costs for our solid waste plan totaling \$ 6,610.75.

Ms. Meeks indicated that she has been assisting Bern Township and Wyomissing Borough on their bid specifications for their 2026 waste and recycling contracts.

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, September 16, 2025 at 3:00 PM.

ADJOURNMENT

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