



Representing Allen, Bushkill, East Allen, Lehigh and Moore Townships

Richard K. Gable, Chair (Moore)
Ilene Eckhart, Vice Chair (Allen)
Alice Rehrig, Secretary Treasurer (Lehigh)
Roger Unangst (E. Allen)
Julianne Bender (Bushkill)

David Backenstoe, Esq.,

Meeting Minutes of November 19, 2024

9:30 AM

Location: Moore Township Municipal Building

The First Regional Compost Authority held a regular meeting on Tuesday, November 19, 2024, at Moore Township Municipal Building, 2491 Community Drive, Bath, Pa. at 9:30 a.m.

Present at the meeting were Ilene Eckhart, Richard Gable, Julianne Bender, Randy Knauss (Bushkill, alternate), Alice Rehrig, Georgiann Hunsicker (East Allen, alternate); Andrea Martin (Barry Isett and Associates); Zachary Walzcer and David Backenstoe, Esq.

Public to be Heard: No comments from the public.

Minutes: Ms. Eckhart made a motion to approve the September and October, 2024 minutes; seconded by Mr. Gable. On the motion, by roll call vote, all members present voted yes, with the exception of Ms. Bender who abstained from the October minutes.

Chairman/Vice Chairman Reports: Mr. Gable indicated that he nothing to add other than the items listed on the agenda.

Treasurers Report/Bills for Approval: Ms. Bender made a motion to approve the Treasurers Report and Bills as presented and pay the bills; seconded by Ms. Hunsicker. On the motion, by roll call vote, all members present voted yes.

Solicitor: On file. Mr. Backenstoe review the draft agreement that has been rewritten in its entirety from the founding agreements. Mr. Backenstoe needs the rates rules and regulations current version. Ms. Bender raised the issue of pickup and acceptance/delivery of materials, which was in the original agreement for the original five municipalities. Municipalities can also bring to the central processing site. Ms. Eckhart raised that possibly the term "satellite site" should be defined. This shall cover mulch and compost (finished product).

Regarding the term "permit holders" this will be removed as background for the term relates to a fee charged to East Allen residents by East Allen Township, which has since been removed. Surcharge questioned by Ms. Bender and explained this was a global statement "if" a request is made for additional services.

Mr. Backenstoe will make the changes and return with the revised draft.

Mr. Backenstoe questioned the non-member communities. Ms. Eckhart felt the additional services clause should be included.

Engineer: Ms. Martin updated regarding the East Allen Township submission for the building permit. She indicated that recommended changes were made and submitted - two comments that the Planning Commission wanted addressed - bearings and distances and the trees would be preserved. The changes were submitted to the Township Manager and Planning Commission. Once the permission is granted the Authority can go out for bid for the building. Ms. Martin provided an update on the scope of the new building which will include a bathroom and new workspace to replace the use of the storage container office which is woefully inadequate.

Ms. Martin also indicated that she has also reached out Rob Taylor to followup with the connection to City of Bethlehem water. He left off that the City needed to investigate the feasibility in their own records. This should satisfy the township requirements and allow the authority to move forward with the building. The building would need to be bid because they are not available on costars. She estimated this was estimated to cost about \$60K. Ms. Martin had some remaining questions for the solicitor regarding the bid format. She indicated if necessary she would amend the frontend of the specifications.

The Authority agreed by consensus that Ms. Martin will handle bid preparation, solicitation, and administration. The bid will be per the PennBid format. Ms. Bender made a motion motion to authorize the engineer conditioned upon receipt of the final permit from East Allen Township; seconded by Ms. Eckhart. On the motion, by roll call vote, all members present voted yes.

Business Items:

A. 2025 Rates for Service – Commercial: This is to be covered at the next meeting. The rates appear somewhat inconsistent at this time and need to be realigned. Mr. Walczer will assist with this. The volume measurements further complicate the fair charging of the rates.

B. 2025 Budget: Alice presented the budget in hand (which does not include the residential dumping rate increase). Ms. Eckhart made a motion to approve the 2025 Budget as presented; seconded by Ms. Bender. On the motion, by roll call vote, all Authority members present voted yes.

C. Site Manager Report: Mr. Walczer reported that we are in our leaf season. He has seen a decrease in leaves this year. Leaf cut off is December 17th, 2024 for this year. The best repairs will be done next week.

Comments of Member Community Representatives: None.

Public to be Heard: None

There being no further business Ms. Bender made a motion to adjourn at 10:47 AM; seconded by Ms. Hunsicker. On the motion, by roll call vote, all members present voted yes.

Respectfully submitted,

Ilene M. Eckhart
Member – Allen Township