



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

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

David Backenstoe, Esq.

Meeting Minutes of March 19, 2024

9:30 AM

Location: Moore Township Municipal Building

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

Present at the meeting were Ilene Eckhart, Don Heiney, Richard Gable, Julianne Bender, Alice Rehrig, Andrea Martin (Barry Isett and Associates); Zac Walczar, Site Manager and David Backenstoe, Esq.
Absent: Don Heiney. Chairman Richard Gable called the meeting to order.

Public to be Heard: No comments from the public.

Minutes: Ms. Bender made a motion to approve the February 20, 2024 minutes; seconded by Ms. Rehrig. On the motion, by roll call vote, all members present voted yes with the exception of Mr. Heiney who abstained.

Chairman/Vice Chairman Reports: On file.

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

Solicitor: On file. Mr. Backenstoe indicated he draft an agreement template. Does the Authority want agreements with Authority members (the founding five)?; Does Authority want agreements with municipalities (who are not Authority members)?; Does the Authority want agreements with non-municipal members?

Engineer: Ms. Martin reported on the East Allen Township presentation for the on-lot holding tank agreement. She indicated that the homeowners agreement was utilized. She indicated she gave the draft agreements to the East Allen Township Engineer (cc: Township Manager). She received a follow-up email that the document was incorrect (from East Allen Township). A markup was received from East Allen Township the following week. There was a lien provision, which was an agreement requirement which was not feasible because East Allen is the property owner. There was an added provision for a

\$5,000 escrow fee. At the meeting, the East Allen Chairman asked why the system is proposed as a holding tank in lieu of an on-lot system. The East Allen Board clarified what the escrow was intended for, which was pumping and perpetual repairs. The list provided at the meeting was exhaustive. The East Allen Board concluded that there were several existing holding tanks (with escrow arrangements) and that they would come up with a reasonable escrow amount of \$2,500.00. Following a lengthy discussion, the Authority agreed to direct the Authority Engineer to communicate the escrow fee of \$1,500 at the next Board meeting.

Building update: Ms. Martin indicated that the vendor is currently working on inclusion in COSTARS. Ms. Martin questioned a ramp for the building.

Business Items:

A. Remaining Grant Funds: Ms. Eckhart indicated she is awaiting the open application period to advertise as necessary to utilize the residual funds.

B. Site Status: Mr. Walczar reported that he has been contacted by Britton regarding their interest to receive mulch material. Based on their response, there will not be a need for Mulch Madness this year. The compost will also be available.

Mr. Walczar reported that the main seasonal part timer this year will not be returning this year. Mr. Walczar indicated that he has an applicant that would be willing to work approximately 25 hours per week to fill this position.

Ms. Eckhart made a motion to offer \$15.00 per hour with a thirty-day review for approximately 25 hours per week; seconded by Mr. Heiney. On the motion, all members present voted yes.

Master Site Plan: Ms. Martin commented regarding the status of the overall plan.

Comments of Member Community Representatives: None.

Public to be Heard: None

There being no further business Mr. Heiney made a motion to adjourn at 10:25 AM; seconded by Ms. Rehrig. On the motion, by roll call vote, all members present voted yes.

Respectfully submitted,

Ilene M. Eckhart
Member – Allen Township