



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 May 21, 2024

9:30 AM

Location: Moore Township Municipal Building

The First Regional Compost Authority held a regular meeting on Tuesday, May 21, 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 (joined by Randy Weiss on behalf of Bushkill Township, Alice Rehrig, Andrea Martin (Barry Isett and Associates); and David Backenstoe, Esq. Absent: Don Heiney (resigned effective 5/24); Zac Walczel Chairman Richard Gable called the meeting to order.

Public to be Heard: No comments from the public.

Minutes: Approval of March 2024 Minutes deferred to next meeting.

Chairman/Vice Chairman Reports: Mr. Gable announced the receipt of Mr. Heiney's resignation. Mr. Gable made a motion to appoint Ms. Eckhart as Vice Chair; seconded by Ms. Bender.

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. Bender. On the motion, by roll call vote, all members present voted yes. Additionally the Authority discussed the elimination of Commercial Account, which acted as a "revolving credit" for commercial customers. This system taxes the Treasurer to produce invoices for this category of customer. Following some discussion, the Authority agreed to change the system and mandate that Commercial Customers pay at the time services are rendered, effective June 1st, 2024.

Solicitor: On file. Mr. Backenstoe updated regarding the new agreement templates:

1. **Member /Non Member Municipalities Agreement Updates** – Mr. Backenstoe updated that he has drafted a simple agreement and requested comments. The agreements would apply to the five member municipalities with a separate draft for non-member municipalities. Both agreements refer to the Authority Rates Rules and Regulation, which need to be identified as to which version is currently in effect. The Authority discussed the need to update the Rules, Rates and Regulations prior to sending of the agreements to the member and non-member municipalities.

The Authority intends to finalize this so that it may be sent to the municipalities in time for the preparation of their annual budgets.

Engineer: Ms. Martin commented on the rate study – the information provided is under review and is anticipated to be circulated ahead of the June meeting.

Regarding the Building, the contractor is working to get on COSTARS. Mr. Green commented on Keystone Purchasing Network, he indicated it was building related for bidding issues. Andrea will see if this is an option. Municipalities work with the entity to acquire services/contracts directly from vendors.

Business Items:

A. Remaining Grant Funds: Ms. Eckhart reported that she ran the required advertisement during the open grant window and will seek reimbursement for the item based on the last valid estimate received.

B. Holding Tank Agreement: Ms. Martin explained the status of the escrow required in the amount of \$2,750. The Authority generally discussed the unreasonable amount of the fee to be held in perpetuity especially in consideration that East Allen Township is owner of the property and the system would have such limited use. Mr. Green commented that one-half of required fee reduced the amount. Following some further discussion including the concept of a surcharge in the future agreements, Ms. Bender made a motion to sign the agreement and submit the fee; seconded by Ms. Rehrig. On the motion, by roll call vote, all members present voted yes.

Master Site Plan: Update provided above.

Comments of Member Community Representatives: None.

Public to be Heard: None

There being no further business, the meeting adjourned at approximately 10:35 AM, on the motion by Ms. Bender, seconded by Ms. Rehrig. On the motion, by roll call vote, all members present voted yes.

Respectfully submitted,

Ilene M. Eckhart
Member – Allen Township