

On April 4, 2019 at 10:03 am, the Keystone Chapter of SWANA Board of Directors Meeting was called to order by **Mr. Sweeney**. Meeting was a conference call. Those in attendance were:

Officers

Sean Sweeney
Michele Nestor
Bryan Wehler

Board of Directors

Dan Brown
Mike Engel
Jill Hamill
Chuck Raudenbush
Denise Wessels
Carolyn Witwer

Committee Chairs, Members, & Visitors

Chanda Martino

Not present: Tom Lock, Lynne Jeffries, David Horne, Scott McGrath, Scot Sample, Bob Watts

SECRETARY'S REPORT

Mr. Sweeney presented the minutes from the March 7, 2019 Board Meeting. A motion was made by **Mr. Raudenbush** to approve the minutes. **Ms. Wessels** seconded. Vote was called; the motion passed unanimously.

The March 7, 2019 Board Meeting minutes are attached and hereto made part of the minutes.

TREASURER'S REPORT

Mr. Sweeney requested a motion to approve the Treasurer's Reports and all transactions from March 2019 was requested. Motion was made by **Ms. Witwer** and seconded by **Mr. Engel**. Vote was called; motion passed unanimously.

The Treasurer's Report and all referenced documents are attached and hereto made part of the minutes.

COMMITTEE REPORTS

Legislative Policy

Mr. Raudenbush briefly reviewed the attempt to take money from the Recycling Fund and move it to other areas of DEP.

Ms. Nestor shared the results from the meeting with Sen. Gordner's staff regarding Covered Devices.

New York has just passed a statewide ban on single use plastic bags. Single use plastic bags are the biggest contaminant causing problems for processing equipment. A brief discussion followed.

Membership/Marketing

Ms. Nestor stated that the Chapter primarily markets through the Fall Conference and other Chapter events. A question was raised regarding the average membership growth per year. **Ms. Martino** will follow up with SWANA.

Newsletter

The article deadline for the Summer Edition is May 1.

Nominating

No report.

Fall Conference

The Fall Conference Exhibitor and Sponsor registration is open and reservations are coming in. General attendee registration is also open.

A speaker from Advanced Disposal, will be presenting on the Greentree Report.

Mini-Tech Seminars

Ms. Wessels reviewed the Mini-Tech report.

The Mini-tech report is attached and hereto made part of the minutes.

Road-E-O & International

The 2019 Road-E-O will be hosted by Northern Tier Solid Waste Authority and held on June 7 in Blossburg, PA. Contestant and sponsor registration is open. Volunteers are also requested for the Road-E-O.

The International Director's report is attached and hereto made part of the minutes.

Safety

No report.

Scholarships

2019 Scholarship applications have been released and sent to members. Applications are due by May 1, 2019.

Young Professionals

No report.

Website

No report.

CHAPTER CALENDAR

April 2019

- Thursday, 4/4, 10 am - **Board Meeting Conference Call**
- **Wednesday, 4/24, 10 am – Seneca Landfill Garbage to Gas Tour, Evans City, PA**

May 2019

- 5/1, Chapter Scholarship Application Deadline
- Thursday, 5/2, 10 am - **Board Meeting, Wayne Township Landfill, PA**
- Nominating Committee presents Slate of Officers and Directors for election
- 5/15, Article deadline for summer edition of *The Keystone*
- 5/20-23 – **SWANA Zero Waste Principles & Practices Certification Course, Narvon, PA**

June 2019

- Thursday, 6/6, 10 am - **Board Meeting Conference Call**
- 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA Headquarters
- Review annual budget
- Distribute summer edition of *The Keystone*

July 2019

No activities planned.

August 2019

- Thursday, 8/1, 10 am - **Board Meeting Conference Call**

September 2019

- 9/4 – 9/5, 21th Annual Joint Fall Conference, Hilton Harrisburg
- 9/5, Chapter Annual Business Meeting and Election immediately following Fall Conference
- 9/14, deadline to submit articles for fall edition of *The Keystone*
- Chapter Fiscal Year Ends

OLD BUSINESS

The new committee positions are finalized. All committees are asked to meet before the May Board meeting to review goals for the year. The new chairs will be reflected on the May agenda.

The poll results for the WASTECON 2022 vote were reviewed. The Board overwhelmingly voted against hosting WASTECON in 2022. **Mr. Wehler** relayed that decision to SWANA. If the Board would like to pursue hosting WASTECON at a future date, a committee should be formed to prepare. SWANA offered a discount to the 2019 WASTECON for one of our Board Members.

NEW BUSINESS

Mr. Sweeney requested a host for the May BOD meeting. This would be a face-to-face meeting. **Mr. Engel** volunteered to host at Wayne Township Landfill.

NEXT MEETING

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be held at Wayne Township Landfill on May 2, 2019 at 10:00 am. Members can also call in.

ADJOURN

There being no further business, motion was made to adjourn the meeting at 10:38 am by **Mr. Raudenbush**. The motion was seconded by **Mr. Wehler**. A vote was called; motion passed unanimously.

Respectfully Submitted,

Chanda Martino

On March 7, 2019 at 10:04 am, the Keystone Chapter of SWANA Board of Directors Meeting was called to order by **Mr. Sweeney**. Meeting was a conference call. Those in attendance were:

Officers

Sean Sweeney
Michele Nestor
Tom Lock
Lynne Jeffries
Bryan Wehler

Board of Directors

David Horne
Jill Hamill
Scott McGrath
Chuck Raudenbush
Bob Watts
Denise Wessels

Committee Chairs, Members, & Visitors

Chanda Martino
Larry Taylor
SWANA Representatives:
Meri Beth Wojtaszek
Brenda Hailey
Pam Wike
Darryl Walters

Not present: Dan Brown, Mike Engel, Scot Sample, Carolyn Witwer

WASTECON 2022 PRESENTATION

Ms. Wojtaszek presented the MOU and additional details about hosting WASTECON 2022 in Philadelphia. The Board had an opportunity to ask questions and there was discussion regarding the impact on the other events held by the Chapter.

The Board decided to hold additional conference calls to discuss the opportunity further and will decide whether or not to pursue hosting this event by April 1, 2019.

The MOU and other documents presented are attached and hereto made part of the minutes

SECRETARY'S REPORT

Mr. Lock presented the minutes from the February 7, 2019 Board Meeting. A motion was made by **Mr. Horne** to approve the minutes. **Mr. Raudenbush** seconded. Vote was called; the motion passed unanimously.

The February 7, 2019 Board Meeting minutes are attached and hereto made part of the minutes.

TREASURER'S REPORT

Ms. Jeffries reviewed the submitted Treasurer's Report. A motion to approve the Treasurer's Reports and all transactions from February 1 through February 31, 2019 was requested. Motion was made by **Mr. Watts** and seconded by **Mr. Lock**. Vote was called; motion passed unanimously.

The Treasurer's Report and all referenced documents are attached and hereto made part of the minutes.

COMMITTEE REPORTS

Legislative Policy

Mr. Raudenbush discussed the Recover Act presented in the Advocacy Alert. A brief discussion followed.

Also discussed was the Governor's budget which includes a 10 million dollar withdrawal from the Recycling Fund that will continue for 5 years and may increase to 19 million.

The Advocacy Alert is attached and hereto made part of the minutes.

Membership/Marketing

No report.

Newsletter

The Winter edition of the Newsletter was released the last week of February.

Nominating

No report.

Fall Conference

The Fall Conference Exhibitor and Sponsor registration is open and reservations are coming in. General attendee registration will open soon.

Mini-Tech Seminars

Ms. Wessels reviewed the Mini-Tech report.

The Mini-tech report is attached and hereto made part of the minutes.

Road-E-O & International

The 2019 Road-E-O will be hosted by Northern Tier Solid Waste Authority and held on June 7 in Blossburg, PA. Contestant and sponsor registration is open. Volunteers are also requested for the Road-E-O.

The International Director's report was reviewed.

SWANA is promoting their SLOW DOWN campaign and new stickers are available. SWANA has also stated that each Chapter identify an Advisory Board Delegate by June 30. **Mr. Watts** volunteered to fill the position. He is also the Regional Board Member. The bylaws will also need to be changed to include new position by October 5.

The International Director's report is attached and hereto made part of the minutes.

Safety

Mr. Horne continues to distribute weekly safety tips. We will include a safety focused component at the Fall Conference this year. Next year we plan to hold a Safety Summit.

Scholarships

2019 Scholarship applications have been released and sent to members. Applications are due by June 1, 2019.

Young Professionals

Mr. Brown plans to have a YP event in the Fall of 2019.

Website

No report.

CHAPTER CALENDAR

March 2019

- Thursday, 3/7, 10 am - **Board Meeting Conference Call**
- Thursday, 3/21 – **Foamed Glass Aggregates | AeroAggregates Mini-tech & Tour, Eddystone, PA**

April 2019

- Thursday, 4/4, 10 am - **Board Meeting Conference Call**
- **Wednesday, 4/24, 10 am – Seneca Landfill Garbage to Gas Tour, Evans City, PA**

May 2019

- 5/1, Chapter Scholarship Application Deadline
- Thursday, 5/2, 10 am - **Board Meeting, TBD**
- Nominating Committee presents Slate of Officers and Directors for election
- 5/15, Article deadline for summer edition of *The Keystone*
- 5/20-23 – **SWANA Zero Waste Principles & Practices Certification Course, Narvon, PA**

June 2019

- Thursday, 6/6, 10 am - **Board Meeting Conference Call**
- 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA Headquarters
- Review annual budget
- Distribute summer edition of *The Keystone*

July 2019

No activities planned.

August 2019

- Thursday, 8/1, 10 am - **Board Meeting Conference Call**

September 2019

- 9/4 – 9/5, 21th Annual Joint Fall Conference, Hilton Harrisburg
- 9/5, Chapter Annual Business Meeting and Election immediately following Fall Conference
- 9/14, deadline to submit articles for fall edition of *The Keystone*
- Chapter Fiscal Year Ends

OLD BUSINESS

Mr. Sweeney continues to adjust the the draft of the 2019 Chapter Committee Chairs and members. Contact **Mr. Sweeney** if you would like to request a change in assignment.

NEW BUSINESS

Mr. Sweeney discussed the request from SWANA that the Chapter ensures that the bylaws are in adherence with State regulations.

A discussion was held regarding the Chapter hosting WASTECON 2022. Board members should send questions and concerns to **Mr. Sweeney**. A conference call will be scheduled for next week to further discuss the opportunity.

NEXT MEETING

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be held as a conference call on April 4, 2019 at 10:00 am.

ADJOURN

There being no further business, motion was made to adjourn the meeting at 11:10 am by **Mr. Watts**. The motion was seconded by **Mr. Horne**. A vote was called; motion passed unanimously.

Respectfully Submitted,

Chanda Martino

TO: PA SWANA BOARD

RE: PA SWANA TREASURER'S REPORT

1. FIRST CITIZENS BANK STATEMENT FOR MARCH 2019.
2. RECONCILED BANK vs QUICKBOOKS FOR MARCH 2019.
3. Edward Jones statement for March 2019 was unavailable to obtain as of 3.31.2019.

Respectfully submitted by,

Lynne Jeffries

Treasurer

PA KEYSTONE CHAPTER OF SWANA
 1610 RUSSELL ROAD
 LEBANON PA 17046

***** CHECKING ACCOUNT *****

Account Title: PA KEYSTONE CHAPTER OF SWANA

Hometown Business Ckg South		Number of Enclosures	1
Account Number	2101492202	Statement Dates	3/01/19 thru 3/31/19
Previous Balance	45,381.68	Days in the statement period	31
16 Deposits/Credits	17,822.60	Average Ledger	50,504.53
5 Checks/Debits	2,270.04	Average Collected	50,314.56
Service Charge	.00		
Interest Paid	.00		
Current Balance	60,934.24		

----- Activity in Date Order -----			
Date	Description	Amount	Balance
3/01	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 15.00	45,396.68
3/04	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 25.00	45,421.68
3/04	BKCRD FEES MERCH SVC 899000003646336 1246827607	CCD 4.64-	45,417.04
3/06	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 640.00	46,057.04
3/07	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 15.00	46,072.04
3/08	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 95.00	46,167.04
3/12	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 15.00	46,182.04
3/14	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD 25.00	46,207.04
3/14	SWANA SWANA	CCD 1,593.60	47,800.64

Hometown Business Ckg South

2101492202 (Continued)

Date	Description	Activity	Date	Order	Amount	Balance
3/15	BKCRD DEP MERCH SVC 911027785 899000003646336 1246827607	CCD			4,325.00	52,125.64
3/18	Check 1029				1,877.53-	50,248.11
3/19	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD			105.00	50,353.11
3/21	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD			2,115.00	52,468.11
3/22	DBT CRD 0511 03/22/19 00016704 BIG DADDY Z BBQ FOLSOM PA Card# 3377				298.78-	52,169.33
3/25	DBT CRD 0514 03/25/19 00028539 PHONE.COM 9629189 8009987087 CA Card# 3377				13.93-	52,155.40
3/27	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD			575.00	52,730.40
3/27	Deposit				5,149.00	57,879.40
3/27	Deposit Adjustment Credit				1,000.00	58,879.40
3/27	DBT CRD 0952 03/27/19 00016766 STAPLES 00102574 LEBANON PA Card# 3377				75.16-	58,804.24
3/28	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD			625.00	59,429.24
3/29	BKCRD DEP MERCH SVC 899000003646336 1246827607	CCD			1,505.00	60,934.24

Date	Check No	Amount
3/18	1029	1,877.53

* Denotes missing check numbers

* * * END OF STATEMENT * * *

Mini-tech Committee Report April 2019

Past Mini-techs

March 21: Foamed Glass Aggregates, Aero-Aggregates, Eddystone, PA (29 signed up)

Future Mini-techs

April 24: Seneca LF – CNG Plant Tour (SWANA award winner) (9 signed up so far)

Planning Stages

Organics Recycling or Odor Management – Sustainable Generation at Lanchester LF – planned for Fall 2019

Penn Waste – 45-tph single stream system retrofit (SWANA award winner) – planned for Fall 2019

Other ideas

Radiation Monitoring

MRF tour?

E-waste facility tour?

Growth of trees in final cover – WM site?

LCSWMA – removal of metal fines from incinerator ash

Anaerobic Digester: Brubaker Farm Tour (Lancaster County), Reinhold Farm Tour (Juniata County) or City of Philadelphia digester, or Milton Sewer Authority?

Wind Defender (Elliot Pugh) – checking with WM representatives

SWANA Zero Waste Principles & Practices Certification Course

May 20-23, 2019 at Lanchester Landfill. Robin Ennis (Montgomery County, MD) to teach.

4 signed up so far

Reconciliation Summary1003 · First Citizens, Period Ending 03/31/2019

	<u>Mar 31, 19</u>
Beginning Balance	44,242.68
Cleared Transactions	
Checks and Payments - 5 items	-2,270.04
Deposits and Credits - 11 items	18,961.60
Total Cleared Transactions	<u>16,691.56</u>
Cleared Balance	<u>60,934.24</u>
Uncleared Transactions	
Checks and Payments - 1 item	<u>-2,574.77</u>
Total Uncleared Transactions	<u>-2,574.77</u>
Register Balance as of 03/31/2019	<u>58,359.47</u>
Ending Balance	<u>58,359.47</u>

PA Keystone Chapter of Solid Waste Association of N.America

03/31/19

Reconciliation Detail

1003 · First Citizens, Period Ending 03/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						44,242.68
Cleared Transactions						
Checks and Payments - 5 items						
Bill Pmt -Check	03/04/2019	ACH	AffiniPay	X	-4.64	-4.64
Bill Pmt -Check	03/05/2019	1029	Chanda Martino	X	-1,877.53	-1,882.17
Bill Pmt -Check	03/21/2019	ach	Big Daddy'z BBQ	X	-298.78	-2,180.95
Bill Pmt -Check	03/26/2019	ACH	Staples	X	-75.16	-2,256.11
Bill Pmt -Check	03/26/2019	ACH	Phone.com, Inc	X	-13.93	-2,270.04
Total Checks and Payments					-2,270.04	-2,270.04
Deposits and Credits - 11 items						
Deposit	02/16/2019		(42211925) Jill Hamill	X	15.00	15.00
Deposit	02/16/2019		(49612697) Jeff King	X	25.00	40.00
Deposit	02/16/2019		(36770056) David H...	X	1,099.00	1,139.00
Deposit	03/08/2019			X	2,220.00	3,359.00
Deposit	03/08/2019			X	7,944.00	11,303.00
Deposit	03/12/2019			X	15.00	11,318.00
Deposit	03/12/2019	ACH		X	815.00	12,133.00
Deposit	03/14/2019			X	1,593.60	13,726.60
Deposit	03/27/2019			X	625.00	14,351.60
Deposit	03/27/2019			X	2,080.00	16,431.60
Deposit	03/27/2019			X	2,530.00	18,961.60
Total Deposits and Credits					18,961.60	18,961.60
Total Cleared Transactions					16,691.56	16,691.56
Cleared Balance					16,691.56	60,934.24
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	03/29/2019	1031	Chanda Martino		-2,574.77	-2,574.77
Total Checks and Payments					-2,574.77	-2,574.77
Total Uncleared Transactions					-2,574.77	-2,574.77
Register Balance as of 03/31/2019					14,116.79	58,359.47
Ending Balance					14,116.79	58,359.47

International Director's Report April 4, 2019

Recent Activity

- David Biderman was recently on NPR discussion China's recycling restrictions - <https://www.wbur.org/onpoint/2019/03/14/burning-recyclables-china-us>
- WASTECON call for abstracts is out
- SWANA International Board Officers voting begins May 1st
- SWANA has updated its E-Commerce site
- YPs have nominated Karam Singh as YP candidate for the International Board
- Call for Nominations for IB Private Sector Director - Consultant

Calendar of Events:

2019 Mid-Atlantic Regional Road-E-O – Northern Tier Solid Waste Authority – June 6-7
2019 International Road-E-O Phoenix – after WASTECON

Future WASTECONs:

2019: Phoenix – October 21-23, 2019
2020: Dallas – August 25-27, 2020
2021 Orlando – November 1-4, 2021
2024: Orlando – TBD

Pennsylvania Keystone Chapter SWANA

FY 2018 – 2019 Calendar

April 2019

- Thursday, 4/4, 10 am - **Board Meeting Conference Call**
- **Wednesday, 4/24, 10 am – Seneca Landfill Garbage to Gas Tour, Evans City, PA**

May 2019

- 5/1, Chapter Scholarship Application Deadline
- Thursday, 5/2, 10 am - **Board Meeting, TBD**
- 5/15, Article deadline for summer edition of *The Keystone*
- **May 20-23, SWANA Zero Waste Principles & Practices Certification Course, Narvon, PA**
- Nominating Committee presents Slate of Officers and Directors for election

June 2019

- Thursday, 6/6, 10 am - **Board Meeting Conference Call**
- 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA Headquarters
- **June 6 & 7, 2019 – 2019 Mid-Atlantic Regional Road-E-O, Blossburg, PA**
- Review annual budget
- Distribute summer edition of *The Keystone*

July 2019

No activities planned.

August 2019

- Thursday, 8/1, 10 am - **Board Meeting Conference Call**

September 2019

- **9/4 – 9/5, 21th Annual Joint Fall Conference, Hilton Harrisburg**
- **9/5, Chapter Annual Business Meeting and Election** immediately following Fall Conference
- 9/14, deadline to submit articles for fall edition of *The Keystone*
- Chapter Fiscal Year Ends

2019 CHAPTER COMMITTEES

Office Name		Committees													
		Articles & Bylaws	Audit/ Budget/ Finance	Communica tions & Newsletter	Legislative & Policy	Member- ship & Marketing Strategy	Personnel & Nominating	Program & Training	Road-E-O	Scholar ship	Safety	YP	Admin & Marketing Sub- Committee	Strat. Planning	Positions
Pres	S Sweeney		x										x	x	3
VP	M Nestor			x		x		x						x	4
Sec	T Lock						x	x		x					3
Treas	L Jefferies	x	x										x		3
Public	S McGrath	x		x											2
	S Sample								x		x				2
	M Engel						x		x						2
	D Horne										x				1
Private	J Hamill					x					x	x			3
	C Witwer			x		x		x							3
	C Raudenbush				x										1
	D Wessels			x				x		x				x	4
Intl.	B Watts	x							x						1
YP Dir	D Brown									x		x			2
Past Pres	B Wehler														0
		3	2	4	1	3	2	4	3	3	3	2	2	3	

committee chair x
committee member x