

On June 2, 2022, at 10:01 am, the Keystone Chapter of SWANA Board of Directors Meeting was called to order by **Ms. Nestor**. Meeting was virtual. Those in attendance were:

Officers	Board of Directors		Committee Chairs, Members, Visitors
Michele Nestor	Mike Brubaker	Elizabeth Osborne	Dan Brown
Denise Wessels	Dan Fellon	Chuck Raudenbush	Chanda Martino
Tom Lock	Jill Hamill	Scot Sample	
Sean Sweeney	Scott McGrath	Bob Watts	

Not present: Bernie Reider, Brandon Comer, Carolyn Witwer

SECRETARY'S REPORT

Mr. Lock presented the minutes from the May 5, 2022, Board of Directors Meeting.

Motion was made by **Mr. Raudenbush** to approve the minutes with the edits recommended. **Ms. Nestor** seconded. Vote was called; the motion passed unanimously.

The May 5, 2022, Board of Directors Meeting minutes are attached and hereto made part of the minutes.

TREASURER'S REPORT

Ms. Martino presented the Treasurer's Report.

A motion was made to approve the Treasurer's reports and transactions for May 2 through May 31, 2022, as presented. Motion made by **Mr. Raudenbush** and seconded by **Mr. Sample**. Vote was called and motion passed unanimously.

A motion was made to approve the payment of the May Business Manager invoice for \$3,303.46, as presented. Motion made by **Ms. Hamill** and seconded by **Mr. Sweeney**. Vote was called and motion passed unanimously.

The Treasurer's Report and Business Manager invoice are attached and hereto made part of the minutes.

COMMITTEE REPORTS

Advisory Board & Safety

Ms. Osborne discussed the fatalities trend diagram from SWANA. Each year fatalities increase in June.

Region 7 will be meeting in July; a report will be ready for the August BOD meeting.

Ms. Nestor discussed the State Police involvement in the Safety Summit. As a result of the Summit and following discussions, the Lancaster State Police will be launching a social media campaign about Slow Down to Get Around.

The Hilton has waived the penalties for not quite filling our block of rooms. The bill is approximately \$8,000. The finances with PWIA will be held until after the Fall Conference and handled all at once.

Articles & Bylaws

No report.

Communications & Newsletter

No report.

Legislative & Policy

Mr. Raudenbush stated that nothing new is happening out of Harrisburg; they are out of session. All indications are that Republicans will keep the House and Senate.

Ms. Nestor discussed HB 2338 & 2339 that will affect many of our member's landfills. A brief discussion followed.

Membership & Marketing

Ms. Nestor discussed the results of the November planning meeting.

Personnel & Nominating

Mr. Lock reviewed the draft ballot included in the packet. A nominee for Vice President is still needed.

Fall Conference

Exhibitors continue to register. Attendee and sponsor registrations will be the focus of the upcoming weeks. Tom Jacques, a speaker at the Safety Summit, will be coming back to present at the Fall Conference.

Mini-Tech Seminars

Ms. Wessels submitted a report; report is attached and hereby made part of the minutes.

Road-E-O

Mr. Watts gave an overview of the Mid-Atlantic Regional Road-E-O held in Maryland.

Scholarships

Mr. Brown received applications for 4 seniors for the Category I scholarship and 1 college junior for the Category II scholarship. The committee's recommendations were presented and reviewed.

A motion was requested for \$6,050.00 to be dispersed as recommended in the Scholarship Committee report. Motion was made by **Mr. Sample** and seconded by **Mr. Lock**. Vote was called; motion passed unanimously.

A short bio and photo will be requested from all the recipients to be put in the Chapter newsletter.

The Scholarship Committee report is attached and hereby made part of the minutes.

Young Professionals

Ms. Hamill reported for **Mr. Comer**. Potential venues have been scouted for the YP event during the Fall Conference. A sponsorship for the event would be helpful.

Strategic Planning

No report.

CHAPTER CALENDAR

June 2022

- Thursday, 6/2, 10 am - **Board Meeting Conference Call**
- 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA
- Nominating Committee presents Slate of Officers and Directors for election

July 2022

- **No Board Meeting**
- Wednesday 7/15, Article Deadline for Summer Edition of *The Keystone*

August 2022

- **8/2 – York County RRC Waste-to-Energy Facility Tour Mini-Tech, York, PA**
- Thursday, 8/4, 10 am - **Board Meeting Conference Call**
- Distribute Summer Edition of *The Keystone*

September 2022

- 9/7 & 9/8, **Annual Joint Fall Conference, Hilton Harrisburg**
- 9/8, **Chapter Annual Business Meeting and Election** immediately following Fall Conference
- Chapter Fiscal Year Ends

OLD BUSINESS

No Old Business.

NEW BUSINESS

Mr. Raudenbush reiterated his suggestion that the Chapter investigate an event app such as the one used at the NJ Conference, Whova. **Mr. Fellon** agreed and gave a short demo. A brief discussion followed.

NEXT MEETING

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be a video conference meeting on August 4, 2022, at 10:00 am. All members are welcome.

There will be no July meeting.

ADJOURN

With no further business to address, a motion was made by **Mr. Raudenbush** to adjourn the meeting. **Mr. Lock** seconded. A vote was called, and the motion passed unanimously at 10:54 am.

Respectfully Submitted,

Chanda Martino
Business Manager

Keystone SWANA Treasurer's Report

JUNE 2022

Reviewed/Presented by Bernie Rieder, Treasurer

Prepared by Chanda Martino, Business Manager

June 1, 2022

1. Balance Sheet as of May 31
2. Transaction Detail by Account May 2 through May 31

A **MOTION** is requested to approve the Treasurer's Reports and all transactions May 2 through May 31, 2022.

3. Business Manager May invoice for \$3,303.46.

A **MOTION** is requested to approve the Business Manager invoice as presented.

PA Keystone Chapter of Solid Waste Association of N.America

Balance Sheet

As of May 31, 2022

	<u>May 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1003 · FCCB	71,122.36
1005 · Edward Jones	52,676.53
Total Checking/Savings	<u>123,798.89</u>
Total Current Assets	<u>123,798.89</u>
TOTAL ASSETS	<u>123,798.89</u>
LIABILITIES & EQUITY	
Equity	123,798.89
TOTAL LIABILITIES & EQUITY	<u>123,798.89</u>

PA Keystone Chapter of Solid Waste Association of N.America

06/01/22

Transaction Detail by Account

Accrual Basis

May 2 - 31, 2022

Type	Date	Name	Memo	Amount
1003 · FCCB				
Deposit	05/02/2022		Deposit	350.00
Check	05/02/2022	AffiniPay	merchant services fee - Apr 2022	-148.76
Deposit	05/04/2022		Deposit	300.00
Deposit	05/04/2022		Deposit	17.05
Deposit	05/05/2022		Deposit	200.00
Deposit	05/10/2022		Deposit	100.00
Deposit	05/11/2022		Deposit	200.00
Check	05/11/2022	Comfort Inn	C Martino - Hotel for Road-E-O	-111.99
Deposit	05/12/2022		Deposit	500.00
Deposit	05/13/2022		Deposit	125.00
Deposit	05/16/2022		Deposit	200.00
Deposit	05/17/2022		Deposit	115.00
Deposit	05/17/2022		Deposit	2,045.60
Deposit	05/18/2022		Deposit	350.00
Deposit	05/20/2022		Deposit	990.00
Check	05/20/2022	Harrisburg Hilton	C Martino - Safety Summit Hotel	-185.13
Deposit	05/25/2022		Deposit	800.00
Deposit	05/26/2022		Deposit	135.00
Deposit	05/27/2022		Deposit	1,500.00
Deposit	05/27/2022		Deposit	250.00
Total 1003 · FCCB				7,731.77
TOTAL				7,731.77



Bill To

Pennsylvania Keystone Chapter of SWANA
1610 Russell Road, Lebanon, PA 17046

Date: 6/1/2022

Description	Amount
Hours for May 1 - 31, 2022	\$3,072.24
Mileage	\$141.22
Phone	\$60.00
Internet	\$30.00
Total	\$3,303.46

Expenses	Amount
Total	

Total **\$3,303.46**

Pennsylvania Keystone Chapter of SWANA

Business Manager

MAY 2022

Date	Mileage		General	Fall Conf	Roadeo	MiniTech	Total Hours
2-May	7.2	GLRA - mail, email, scholarships, nominations	2.25	0	0	0	2.25
3-May	0	BOD meeting prep, SS registration	0.75	0	0	0.25	1
4-May	0	scholarships, roadeo reg, bank call, financess, timesheet, invoice, website design call, B	3.75	0	0.75	0	4.5
5-May	0	BOD meeting prep, meeting	2.5	0	0	0	2.5
9-May	0	email, SS email reg, webtex proposal, minutes	1.75	0	0	0.5	2.25
10-May	0	roadeo reg, minutes, social media accounts setup, HootSuite, LinkedIn	4.5	0.25	1	0.25	6
11-May	0	SS reg and prep, social media posts, roadeo reg, MT updat, SS agenda, email, website u	1.25	0	0.25	1.75	3.25
12-May	75.5	Cecil County MD - roadeo travel and reception	0	0	5	0	5
13-May	84.7	Cecil County MD - travel to site and home and roadeo	0	0	10.25	0	10.25
16-May	0	email, SS reg and printouts, nominations, SS nametag design and print	1	0	0	5.25	6.25
17-May	33.4	Hilton - Safety Summit, SS prep, travel, reception	0	0	0	6	6
18-May	33.4	Hilton - Safety Summit, travel	0	0	0	9.5	9.5
19-May	0	email	0.5	0	0	0	0.5
23-May	0	timesheet, nominations, email, MT ad & social media posts, BOD meeting minutes, me	3.75	0	0	1	4.75
24-May	7.2	GLRA - mail, email	0.75	0	0	0	0.75
25-May	0	email, nominations, roadeo photo email, monthly docs, QB, finances, timesheet	3.75	0	0.5	0	4.25
27-May	0	email, CEUs to MT attendees, add August MT, submit request for CEUs, add to SWANA	2.5	0	0	1.75	4.25
31-May	0	MT badges, sign in sheet, finances	1.75	0	0	1.5	3.25
0-Jan	0		0	0	0	0	0

241.4 Total Miles

Total Hours	30.75	0.25	17.75	27.75	76.5
	\$ 1,234.92	\$ 10.04	\$ 712.84	\$ 1,114.44	

TIME	\$ 3,072.24
MILEAGE	\$ 141.22
PHONE	\$ 60.00
INTERNET	\$ 30.00
TOTAL	\$ 3,303.46

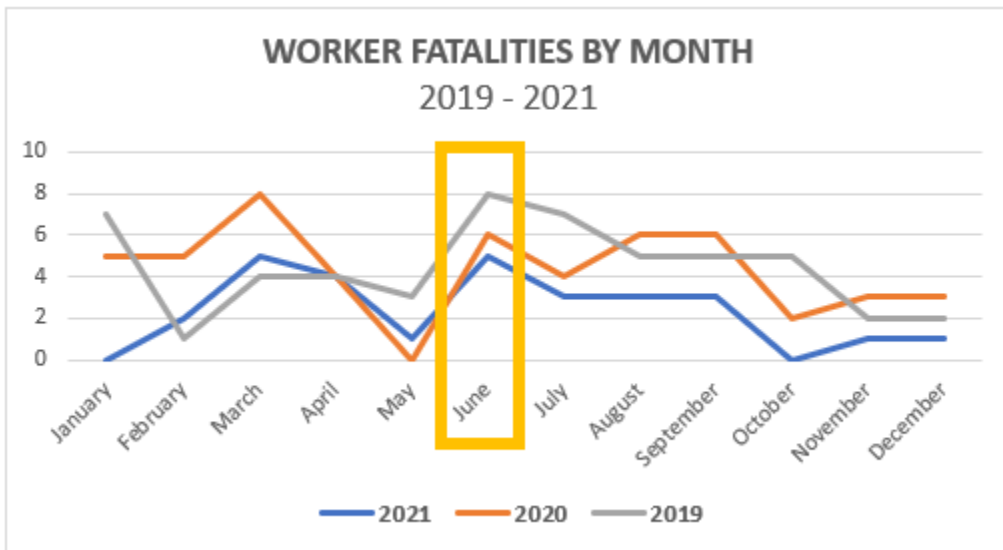
1st QTD Hours	92.75	22.75	9.5	45.75	170.75
2nd QTD Hours	73.5	4	25.25	31.75	134.5
3rd QTD Hours	0	0	0	0	0
4th QTD Hours	0	0	0	0	0
YTD hours	166.25	26.75	34.75	77.5	305.25

SAFETY MATTERS

ARE YOU READY FOR JUNE?

There has been a big increase in worker fatalities every June over the past three years. **Help make June 2022 different!** Review your company or agency's safety rules and be extra careful when you're on the job.

We all want to get home to our friends and family for barbeques, vacations, and relaxing in the backyard. Make sure you don't rush and stay focused on the job at hand. Let's all enjoy the summer together, safely.



SWANA
TRAINING & CERTIFICATION

REGIONAL TRAINING CENTER
Rosemont, Illinois
June 7-9, 2022



For more #SWANAsafety info and resources visit [SWANA.org/safety](https://www.swana.org/safety)

BALLOT

2022 KEYSTONE SWANA ELECTION OF OFFICERS AND DIRECTORS

VOTING DEADLINE: SEPTEMBER 8, 2022

The SWANA Keystone Board of Directors recommends the following individuals for Keystone Chapter Board of Directors for a two-year term 2023-2024:

CHAPTER OFFICERS:

President:	Denise Wessels, SCS Engineers	_____
Vice President:	???????????	_____
Secretary:	Ashley Dobak, Barton & Loguidice	_____
Treasurer:	Michael Brubaker, LCSWMA Board	_____

PRIVATE SECTOR DIRECTOR: Two Vacant Positions (Vote for Two)

Adrienne Fors, Waste Management	_____
Jill Hamill, Civil & Environmental Consultants	_____
Richard Walton, Noble Environmental, Inc.	_____
Carolyn Witwer, Penn Waste/Eagle Disposal	_____

PUBLIC SECTOR DIRECTOR: Two Vacant Positions (Vote for Two)

Robert "Skip" Garner, Greater Lebanon Refuse Authority	_____
Scott McGrath, City of Philadelphia, Streets Department	_____
Scot Sample, Northern Tier Solid Waste Authority	_____

YOUNG PROFESSIONALS DIRECTOR: One Vacant Position (Vote for One)

Brandon Comer, ARM Group, Inc.	_____
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WRITE IN NOMINATION (Name) _____ (Position) _____

(Name) _____ (Position) _____

The undersigned member in good standing hereby appoints the Secretary as his/her proxy to represent said member at the membership annual meeting on September 8, 2022. It is understood that the Secretary will report the tally of ballots cast.

NAME: _____

SIGNATURE: _____

Please return your ballot to: Chanda Martino, Business Manager
Email: chanda@keystoneswana.org
Mail: Keystone SWANA, 1610 Russell Road, Lebanon, PA 17046
Ballots must be received no later than Thursday, September 8, 2022 at the Annual Meeting.

Mini-tech Committee Report June 2022

Past Mini-techs

- June 1 - LCSWMA – landfill visual synthesis project, the Vertical Expansion project and natural succession initiative, removal of metal fines from incinerator ash – 17 attendees

Scheduled Mini-techs

- August 2 – York County WTE tour

Planning Stages

- October - SWANA Composting Course – see below for update
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Other ideas

Radiation Monitoring

E-waste facility tour (GLRA facility after constructed)

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)

SWANA 3-day Managing Composting Programs Certification Course

- SWANA charges Chapter \$425/manual
- National rate is \$859 for members and \$1,059 for non-members, plus exam (\$250 members, \$400 non-members). Chapter can charge less.
- SWANA now offers as an online course – sent email to those interested in course to gauge interest in in-person vs. online.

Survey sent to all members – 20 responses to date (11 interested in course, 9 are not)

Interested and # of attendees (potential # of Attendees = 15-19)

- | | |
|--|------------------------------|
| • City of Pittsburgh (2 individuals responded) (2-4) | • Chestnut Hill Township (1) |
| • LCSWMA (1) | • Chrin (1) |
| • Centre County Recycling & Refuse Authority (3) | • City of Harrisburg (1-2) |
| • Allegheny County Health Dept. (1) | • Millcreek Township (1-3) |
| | • City of Lancaster (1) |
| | • CCSWA (3) |

Preferred Month: **October (12 responses)**

Potential Instructor: Jessica Moore, University of MD, Manager of Recycling and Administration – **she was supposed to check with her chapter – never heard back from her. Heard from Michelle Minstrel with Waste Knowledge, LLC who expressed interest. Checking her availability for October.**

What are we willing to pay the instructor? Last time we paid the instructor \$1,200 for the 3-day course...\$200 per day for instruction plus \$200 per day for hotel/per diem

Keystone SWANA Chapter Board of Directors:

The Keystone SWANA Chapter received four (4) applications for the Category I scholarship for graduating high school seniors that have been accepted for enrollment in a junior college, four-year college, or a university. The Keystone SWANA Chapter also received one (1) application for the Category II scholarship for junior/senior year of undergraduate studies pursuing a degree in environmental science, environmental studies, engineering, or a major applicable to the field of solid waste or resource management.

All applications were submitted to the Keystone SWANA Chapter before or on the due date of May 2, 2022. All five committee members (Tom Lock, Denise Wessels, Bob Watts, Chuck Raudenbush and Dan Brown) evaluated all applications. The Category I applications were graded based on academics, community activities, and extracurricular activities. Lastly, each applicant was required to write a one-page discussion on the applicant's view on the roles of a solid waste management aspect in addressing an environmental issue currently in the news. The Category II applications were graded based on academics, relationship of studies to solid waste management, and other activities.

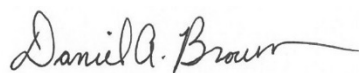
The results of the committee's recommendations are as follows for each applicant's percentage of the allocated scholarship funds:

Cat I Final Recommendations	Applicant	Scholarship %	Scholarship Amount
1	Greyson Simms	22%	\$1,350.00
2	Luke Moser	22%	\$1,350.00
3	Brett Smith	17%	\$1,000.00
4	Cala Martino	17%	\$1,000.00
Cat II Final Recommendations	Applicant	Scholarship %	Scholarship Amount
1	Larissa Pasco	22%	\$1,350.00
Total		100.0%	\$6,050.00

The committee determined that the five (5) candidates provided exemplary academics, community service, extracurricular activity, and current views of the solid waste industry to divide the total scholarship amount approved for 2022 as documented.

The committee determined that Greyson Simms (Category I) and Larissa Pasco (Category II) will be the two applicants that the Keystone SWANA will submit to SWANA for the National Competition.

Respectfully submitted,



Daniel Brown

Keystone SWANA Scholarship Committee Chair

Pennsylvania Keystone Chapter SWANA FY 2021 – 2022 Calendar

May 2022

- 5/2, Chapter Scholarship Application Deadline
- Thursday, 5/5, 10 am - **Board Meeting, TBD**
- **5/12 & 5/13, 2022 Mid-Atlantic Regional Road-E-O, Elkton, MD**
- **5/17 & 5/18, Safety Summit, Hilton Harrisburg**
- 5/31, BOD nominations Deadline

June 2022

- **5/1 – LCSWMA's Frey Farm Landfill Projects Mini-Tech, Conestoga, PA**
- Thursday, 6/2, 10 am - **Board Meeting Conference Call**
- 6/3, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA
- 6/2, Nominating Committee presents Slate of Officers and Directors for election

July 2022

- **No Board Meeting**
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August 2022

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