

On September 8, 2022, at 1:10 pm, the Keystone Chapter of SWANA Board of Directors Annual Business Meeting was called to order by **Ms. Nestor**. Meeting was held at the Harrisburg Hilton. Those in attendance were:

Officers

Michele Nestor
Denise Wessels
Tom Lock
Bernie Reider

Board of Directors

Mike Brubaker
Brandon Comer
Dan Fellon
Jill Hamill
Scott McGrath
Elizabeth Osborne
Chuck Raudenbush
Scot Sample
Bob Watts
Carolyn Witwer

Committee Chairs, Members, Visitors

Dan Brown
Chanda Martino
Robert Hasemeier
Ashley Dobak
Alan Roman
Skip Garner

Not present: Sean Sweeney

SECRETARY'S REPORT

No August meeting minutes. August minutes will be ready for the October meeting.

TREASURER'S REPORT

Mr. Reider presented the Treasurer's Report.

A motion was made to approve the payment of the August Business Manager invoice for \$5,579.36, as presented. Motion made by **Mr. Raudenbush** and seconded by **Mr. Brubaker**. 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 reviewed the submitted and attached report. **Ms. Osborne** has been elected the International Advisory Board Vice Chairperson.

Discussion regarding a fatal incident that occurred in Butler County, Pennsylvania on August 26 involving two collection vehicles.

The Advisory Board & Safety Committee Report is attached and hereto made part of the minutes.

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.

Membership & Marketing

No report.

Personnel & Nominating

Mr. Lock presented the results of the 2022 Election. A quorum was received with a total of 52 members voting.

The results are:

President – Denise Wessels, SCS Engineers

Vice President – Scot Sample, Northern Tier Solid Waste Authority

Secretary – Ashley Dobak, Barton & Loguidice

Treasurer – Michael Brubaker, LCSWMA Board of Directors

Private Sector Directors – Carolyn Witwer, Penn Waste, and Jill Hamill, Civil & Environmental Consultants

Public Sector Directors – Skip Garner, Greater Lebanon Refuse Authority, and Dan Brown, LCSWMA

Young Professionals Director – Brandon Comer, ARM Group

A motion was made to ratify the results of the election as presented. Motion was made by **Mr. Lock** and seconded by **Mr. Toevs**. Vote was called; motion passed unanimously.

The newly elected President, **Ms. Wessels**, assumed control of the meeting.

Fall Conference

Ms. Nestor discussed the Fall Conference. There was a record number of attendees, 288. Feedback is welcome. The committee is attempting to move the conference forward by one week next year, to September 12, 13, and 14, 2023.

Mini-Tech Seminars

Ms. Wessels discussed the report submitted. The SWANA 3-day Managing Composting Programs Certification Course will be held on October 31-November 2, Michelle Minstrel will be the trainer.

Mini-Tech report is attached and hereby made part of the minutes.

Road-E-O

Mr. Watts reported the National Road-E-O is next week in El Paso, Texas. The next PA/MD Regional Road-E-O will be held at Cecil County Central Landfill, Maryland on May 18 & 19, 2023. Tractor Trailers to be added to the 2023 Road-E-O competition.

Scholarships

No report.

Young Professionals

Mr. Comer plans to survey the YP's about ideas for future events. The committee is looking for a possible sponsor for an event.

Strategic Planning

No report.

CHAPTER CALENDAR

October 2022

- Chapter fiscal year begins
- **No Board Meeting**
- Treasurer prepares fiscal audit packets
- **10/31 - 11/2, 2022 Managing Composting SWANA Certification Course, Monroeville, PA**

November 2022

- Thursday, 11/3, 10 am - **Board Meeting, Conference Call**
- Audit Committee meeting, immediately following Board Meeting
- 11/15, Article Deadline for Winter Edition of *The Keystone*

- Treasurer submits Chapter financial report to the accountant
- Plan to renew Business Manager Contract for next year

December 2022

- **No Board Meeting**
- Submit Chapter annual reports to SWANA International
- Distribute Winter Edition of *The Keystone*

January 2023

- Thursday, 1/5, 10 am, **Board Meeting Conference Call**
- Accountant audits financial report and prepares 990 IRS Tax Filing

February 2023

- Thursday, 2/2, 10 am - **Board Meeting Conference Call**
- Scholarship applications released from SWANA International
- Send Scholarship announcement to members

March 2023

- Thursday, 3/2, 10 am - **Board Meeting Conference Call**
- 3/15, Article Deadline for Spring Edition of *The Keystone*

April 2023

- Thursday, 4/6, 10 am - **Board Meeting Conference Call**
- 4/15, Call for BOD nominees
- Distribute Spring Edition of *The Keystone*

May 2023

- 5/1, Chapter Scholarship Application Deadline
- Thursday, 5/4, 10 am - **Board Meeting, Location TBD**
- **5/18 & 5/19, 2022 Mid-Atlantic Regional Road-E-O, Elkton, MD**
- 5/31, BOD nominations Deadline

June 2023

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

July 2023

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

August 2023

- Thursday, 8/3, 10 am - **Board Meeting Conference Call**
- Distribute Summer Edition of *The Keystone*

September 2023

- **9/6 & 9/7, Annual Joint Fall Conference, Hilton Harrisburg**
- **9/7, Chapter Annual Business Meeting and Election** immediately following Fall Conference
- Chapter Fiscal Year Ends

OLD BUSINESS

No Old Business.

NEW BUSINESS

Motion was made to approve all actions over the past year. Made by **Mr. Raudenbush** and seconded by **Mr. Sample**. Vote was called; motion carried.

NEXT MEETING

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be a video conference meeting on October 6, 2022, at 10:00 am. All members are welcome.

ADJOURN

With no further business to address, a motion was made by **Mr. Watts** to adjourn the meeting. **Ms. Witwer** seconded. A vote was called, and the motion carried at 1:38 pm.

Respectfully Submitted,

Chanda Martino
Business Manager

Keystone SWANA Treasurer's Report
SEPTEMBER 2022

Reviewed/Presented by Bernie Rieder, Treasurer
Prepared by Chanda Martino, Business Manager

September 1, 2022

1. Business Manager August invoice for \$5,579.36

Business Manager invoice in the amount of \$5,579.36 as presented.

Pennsylvania Keystone Chapter of SWANA

Business Manager

AUGUST 2022

Date	Mileage		General	Fall Conf	Rodeo	MiniTech	Total Hours
1-Aug	7.2	FC registrations, setup, timesheet and invoice, MT prep, call w Michele	2	4	0	2	8
2-Aug	119	YCRRC - MT prep, attendee tags, MT	0.5	2.5	0	4.75	7.75
3-Aug	0	Whova call w Michele, Fall Conference registrations, BOD meeting prep	1.75	3.5	0	0	5.25
4-Aug	0	BOD meeting prep, changes to website, BOD meeting, FC reg and setup	2.75	3.25	0	0	6
5-Aug	0	FC exh and sponsor reg and setup, app updates, website updates, add attendees, gif	0.5	2.75	0	0	3.25
6-Aug	0	DEP attendee registrations, FC registrations and setup, schedule emails, social media	1.25	2.75	0	0	4
7-Aug	0	BOD election ballot and online poll, website update, email schedule	2	0	0	0	2
8-Aug	0	FC registration election emails and update	1	1.75	0	0	2.75
9-Aug	0	Fall conference registrations and updates, election	0.25	1	0	0	1.25
10-Aug	0	webinar email, FC registration, rodeo photos	0.75	5	0.5	0	6.25
11-Aug	0	fall conference ads, registrations, app updates	0	4.25	0	0	4.25
12-Aug	0	call w Michele, fall conf sponsors registrations	0	1.5	0	0	1.5
15-Aug	7.2	GLRA - storage, mail, newsletter items, fall conference regs	2	6.25	0	0	8.25
17-Aug	0	newsletter items, fall conference registrations, app updates and setup	0.75	4	0	0	4.75
18-Aug	0	fall conference sponsor and exhibitor regs	0	2.5	0	0	2.5
19-Aug	0	fall conference attendees, ex, sp, app	0	1.5	0	0	1.5
22-Aug	7.2	GLRA - mail, fall conf registrations, app	0.5	1.75	0	0	2.25
23-Aug	0	newsletter edites, badge desigh, order bags, lanyards, badges	1.25	5.25	0	0	6.5
24-Aug	45.2	Costco, Fall conference registrations, app updates	0	4.75	0	0	4.75
25-Aug	0	BOD meeting prep, BOD email, website updates, fall conference badge design	2	3.5	0	0	5.5
26-Aug	51.9	Sam's Club, GLRA - mail, fall conference registrations, attendees, pre-conf training ad	1	3.5	0	1	5.5
27-Aug	0	timesheet, printing, signs, badges, tags	1.5	6.5	0	0.5	8.5
28-Aug	0	popcorn bags tags, exhibitor bags, badges, fall conf app setup	0	3	0	0	3
29-Aug	7.2	GLRA - mail, printing, session signs, sponsor signs, adding logos to app, popcorn bags	0.5	7.25	0	0	7.75
30-Aug	0	printing ballots, popcorn labels, kisses labels, composting ad modify, call w Michele	0	9.25	0	0	9.25
31-Aug	0	fall conf exhibitor sponsor registrations, update them in app, adding logos, printing,	0	8.75	0	0	8.75

244.9 Total Miles

Total Hours	22.25	100	0.5	8.25	131
	\$ 893.56	\$ 4,016.00	\$ 20.08	\$ 331.32	

TIME	\$ 5,260.96
MILEAGE	\$ 143.27
PHONE	\$ 60.00
INTERNET	\$ 30.00
TOTAL	\$ 5,494.23

1st QTD Hours	92.75	22.75	9.5	45.75	170.75
2nd QTD Hours	98.25	8	25.75	35.25	167.25
3rd QTD Hours	53.25	137.75	0.5	10.25	201.75
4th QTD Hours	0	0	0	0	0
YTD hours	244.25	168.5	35.75	91.25	539.75



Bill To

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

Date: 9/1/2022

Description	Amount
Hours for August 2022	\$5,260.96
Mileage	\$143.27
Phone	\$60.00
Internet	\$30.00
Total	\$5,494.23

Expenses	Amount
Costco - exhibitor bags - crackers, nuggets, gum, cookies	\$85.13
Total	\$85.13

Total **\$5,579.36**

31 August 22

Keystone Board of Directors Report

Advisory Board

- WASTECON
 - BOD, AB and Chapter Officers are eligible for a discount on their WASTECON registration by using the code 2022CONNECT. In addition, early bird registration is available for other members. Please register for WASTECON and make hotel reservations at one of the hotels near the SD Convention Center.
- Strategic Plan
 - Approved by Board of Directors. Staff is having discussions about how to prioritize the various objectives and strategies in the Plan, and we encourage you to review the Plan and share it with chapter leaders and others. We will likely hold some outreach events with members concerning the Plan – please keep an eye out for them!
 - The Plan is on the SWANA website. (lower right side in orange). Please share this link with others. We look forward to working with all of you, and many others, to implement the new Strategic Plan.
- International
 - SWANA entered into an MOU last week with USAID’s Clean Cities Blue Oceans program, which provides an opportunity for SWANA and its members to provide technical assistance and capacity building to USAID clients in developing nations, with a focus on coastal locations. The MOU focuses on reducing plastic pollution, and builds on a similar MOU that SWANA entered into with the Inter-American Development Bank (IDB) in late 2021 and a new project in Brazil focusing on landfill training through the US Commerce Department in late 2022 and 2023.
 - Yesterday, the US EPA invited SWANA to participate in the Organization for Economic Cooperation and Development’s (OECD) environmental performance review of the United States, which is focused on marine litter with environmental justice as a cross-cutting issue. There will be a series of meetings in mid-September involving

top EPA officials, OECD representatives, and invited stakeholders. SWANA staff is reviewing the invitation and what we would present to the attendees.

- Safety
 - There have been a disturbing number of fatal incidents involving the solid waste industry over the past 6 weeks. There have been 16 deadly incidents since July 1st, including 7 in which a solid waste worker was killed. SWANA is reviewing the uptick and evaluating whether the distribution of any sort of “alert” or additional safety resources to SWANA members and others is warranted. We are holding a Safety Summit at WASTECON and will be announcing the Safety Awards winners on September 6th.
- Elected Advisory Board Vice Chairperson

Safety Ambassador

- Fatal incident that occurred on Friday, August 26 in Butler County, Pennsylvania. Just before 4:30 am, one collection vehicle collided with another collection vehicle on Mars Valencia Road. This caused the first truck to crash into an unoccupied building from which he had to be extracted. He later died from the injuries received. The driver of the other truck was taken to the hospital but was reportedly not seriously injured. We have been in contact with the company that suffered the fatality and will provide additional information as appropriate. Further details are available via the link below.

<https://www.wpxi.com/news/local/garbage-truck-crashes-into-building-butler-county/4ZPOE3NQRZELVO2O4ULYM7BU5M/>

This is the 5th solid waste-related fatality that we have recorded in Pennsylvania in 2022. David Biderman is speaking at the SWANA Pa/PWIA conference next week in Harrisburg and will be mentioning this and other recent fatal incidents in Pennsylvania.

- Reached out to haulers we discussed last month. No response from either
- Safety Ambassador call scheduled for 14 September
- Will be attending Safety Summit at WASTECON in December

**Mini-tech Committee Report
September 2022**

Past Mini-techs

Scheduled Mini-techs/Training

- SWANA 3-day Managing Composting Programs Certification Course – October 31-Nov 2 – trainer Michelle Minstrel

Planning Stages

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)

**Pennsylvania Keystone Chapter SWANA
FY 2022 – 2023 Calendar**

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