

From: [Shawn McLaughlin](#)
To: [Eve Adrian](#)
Cc: [Robert Huntington](#)
Subject: Re: 5 County Solid Waste Plan.
Date: Tuesday, May 11, 2021 1:22:00 PM

Lycoming County Warning: This is an external email. Please exercise caution. Think Before You Click!

Thanks Eve.

BTW today the Union County Commissioners gave us the go ahead to pursue participation in the multi-county plan update.

Regards,

Shawn

Shawn McLaughlin, AICP, CPRP

Planning & Economic Development Director

(570) 524-3840 Phone

(570) 524-3850 Fax

SMcLaughlin@UnionCo.org



On Tue, May 11, 2021 at 12:58 PM Eve Adrian <eadrian@lyco.org> wrote:

Good afternoon,

I actually can't send you the plan as a pdf because it's so massive. Here is the link where you can download the plan from Lycoming County's website:

<https://www.lyco.org/Departments/Planning-and-Community-Development/Solid-Waste-Management-Plan>

Please let me know if you have any questions.

Thank you, and have a great day!

-Eve

From: Robert Huntington <rhuntington@unionco.org>
Sent: Monday, May 10, 2021 2:02 PM
To: Eve Adrian <eadrian@lyco.org>
Cc: Shawn McLaughlin <smclaughlin@unionco.org>
Subject: 5 County Solid Waste Plan.

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Hi Eve,

Can you email me a digital copy of the current 5 County Solid Waste Plan?

We will be meeting with the commissioners tomorrow to discuss our potential participation in the upcoming 5 County Solid Waste Plan.

Thank you,

--

Robert J. Huntington
Union County Recycling Coordinator

(570) 524-3848 Phone

(570) 524-3850 Fax

RHuntington@UnionCo.org



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distribution or any action taken, or omitted to be taken, in reliance on it is prohibited and may be unlawful. If you have received this message in error, please delete all electronic copies of this message (and the documents attached to it, if any), destroy any hard copies you may have created and notify me immediately by replying to this email. Thank you.

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From: [Greg Molter](#)
To: [Eve Adrian](#); "[Rachel Swartwood](#)"; "[rhuntington@unionco.org](#)"; "[smclaughlin@unionco.org](#)"; "[lkaufman@snydercounty.org](#)"
Cc: [Shannon Rossman](#); [Jenny Picciano](#)
Subject: RE: EXT:RE: Update Needed for Municipal Solid Waste Plan
Date: Thursday, May 13, 2021 11:52:08 AM
Attachments: [image001.png](#)

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Eve, Montour County Commissioners approved at their May 11th meeting.

Greg

From: Eve Adrian <eadrian@lyco.org>
Sent: Friday, May 7, 2021 1:33 PM
To: 'Rachel Swartwood' <rswartwood@columbiapa.org>; Greg Molter <gmolter@montourco.org>; 'rhuntington@unionco.org' <rhuntington@unionco.org>; 'smclaughlin@unionco.org' <smclaughlin@unionco.org>; 'lkaufman@snydercounty.org' <lkaufman@snydercounty.org>
Cc: Shannon Rossman <SRossman@lyco.org>; Jenny Picciano <JPicciano@lyco.org>
Subject: EXT:RE: Update Needed for Municipal Solid Waste Plan

Thank you, Rachel!
-Eve

From: Rachel Swartwood <rswartwood@columbiapa.org>
Sent: Friday, May 7, 2021 1:27 PM
To: Eve Adrian <eadrian@lyco.org>; 'gmolter@montourco.org' <gmolter@montourco.org>; 'rhuntington@unionco.org' <rhuntington@unionco.org>; 'smclaughlin@unionco.org' <smclaughlin@unionco.org>; 'lkaufman@snydercounty.org' <lkaufman@snydercounty.org>
Cc: Shannon Rossman <SRossman@lyco.org>; Jenny Picciano <JPicciano@lyco.org>
Subject: Re: Update Needed for Municipal Solid Waste Plan

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Eve,

Columbia County Commissioners are on Board.

Rachel

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Eve Adrian <eadrian@lyco.org>
Sent: Tuesday, May 4, 2021 10:49:49 AM
To: 'Rachel Swartwood' <rswartwood@columbiapa.org>; 'gmolter@montourco.org'

<gmolter@montourco.org>; 'rhuntington@unionco.org' <rhuntington@unionco.org>;
'smclaughlin@unionco.org' <smclaughlin@unionco.org>; 'lkaufman@snydercounty.org'
<lkaufman@snydercounty.org>

Cc: Shannon Rossman <SRossman@lyco.org>; Jenny Picciano <JPicciano@lyco.org>

Subject: RE: Update Needed for Municipal Solid Waste Plan

Excellent. Thank you Rachel!

-Eve

From: Rachel Swartwood <rswartwood@columbiapa.org>

Sent: Tuesday, May 4, 2021 10:44 AM

To: Eve Adrian <eadrian@lyco.org>; 'gmolter@montourco.org' <gmolter@montourco.org>;
'rhuntington@unionco.org' <rhuntington@unionco.org>; 'smclaughlin@unionco.org'
<smclaughlin@unionco.org>; 'lkaufman@snydercounty.org' <lkaufman@snydercounty.org>

Cc: Shannon Rossman <SRossman@lyco.org>; Jenny Picciano <JPicciano@lyco.org>

Subject: Re: Update Needed for Municipal Solid Waste Plan

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Morning Eve,

I have a meeting scheduled on the 7th with the Columbia County Commissioners to get an answer.

Rachel

Sent from my Verizon, Samsung Galaxy smartphone

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From: Eve Adrian <eadrian@lyco.org>

Sent: Wednesday, April 28, 2021 4:44:57 PM

To: 'rswartwood@columbiapa.org' <rswartwood@columbiapa.org>; 'gmolter@montourco.org'
<gmolter@montourco.org>; 'rhuntington@unionco.org' <rhuntington@unionco.org>;
'smclaughlin@unionco.org' <smclaughlin@unionco.org>; 'lkaufman@snydercounty.org'
<lkaufman@snydercounty.org>

Cc: Shannon Rossman <SRossman@lyco.org>; Jenny Picciano <JPicciano@lyco.org>

Subject: Update Needed for Municipal Solid Waste Plan

Good afternoon,

My name is Eve Adrian, and I will be working on the 2023 Municipal Solid Waste plan update. Our multi-county plan is due for a mandated 10-year Substantial Revision and must be completed by Feb 26, 2023, so our work will need to begin very soon. Our previous plan completed in 2013 included Columbia, Lycoming, Montour, Snyder, and Union Counties.

We will be applying for a 2-year DEP 901a grant to complete this plan, which requires 20% match, half of which can include in-kind services. Please see the anticipated budget below.

BUDGET ITEM	TOTAL ITEM COST	DEP SHARE (80%)	APPLICANT MATCH (20%)
COUNTY PERSONNEL COSTS	\$ 62,017.00	\$ 49,613.60	\$ 9,375.00
BENEFITS	\$ 31,233.00	\$ 24,986.40	
SUPPLIES/PRINTING	\$ 200.00	\$ 160.00	
TRAVEL	\$ 300.00	\$ 240.00	\$ -
CONSULTANTS AND SUBCONTRACTS	\$ -	\$ -	\$ -
IN-KIND SERVICES (10%)	\$ -		\$ 9,375.00
TOTAL PROJECT COSTS	\$ 93,750.00	\$ 75,000.00	\$ 18,750.00

Lycoming County will be submitting the grant and will coordinate the plan's completion. Each partnering county will need to supply \$2,343.75 in cash match, as well as contribute \$2,343.75 toward in-kind services, such as staff time dedicated to completing this plan.

A formal Memorandum of Understanding (MOU) will be prepared, and all participating counties will sign this agreement outlining the responsibilities of the partnership.

Please respond back to this email by **Wednesday, May 12th** regarding your interest in participating.

Please let me know if you have any questions, and I look forward to working with you all soon!

-Eve

Eve E. Adrian

Natural Resource Planner

Lycoming County Department of Planning & Community Development

48 West Third Street, Williamsport, PA 17701

(570) 329-4761

eadrian@lyco.org

From: [Rachel Swartwood](#)
To: [Eve Adrian](#); "[gmolter@montourco.org](#)"; "[rhuntington@unionco.org](#)"; "[smclaughlin@unionco.org](#)"; "[lkaufman@snydercounty.org](#)"
Cc: [Shannon Rossman](#); [Jenny Picciano](#)
Subject: Re: Update Needed for Municipal Solid Waste Plan
Date: Friday, May 7, 2021 1:27:06 PM
Attachments: [image001.png](#)
[image001.png](#)

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Eve,

Columbia County Commissioners are on Board.

Rachel

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Cc: Shannon Rossman <SRossman@lyco.org>; Jenny Picciano <JPicciano@lyco.org>
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Please let me know if you have any questions, and I look forward to working with you all soon!

-Eve

Eve E. Adrian

Natural Resource Planner

Lycoming County Department of Planning & Community Development

48 West Third Street, Williamsport, PA 17701

(570) 329-4761

eadrian@lyco.org

From: [Lincoln Kaufman](#)
To: [Eve Adrian](#)
Cc: rswartwood@columbiapa.org; gmolter@montourco.org; rhuntington@unionco.org; smclaughlin@unionco.org; [Shannon Rossman](#); [Jenny Picciano](#)
Subject: Re: Update Needed for Municipal Solid Waste Plan
Date: Tuesday, May 4, 2021 10:08:38 AM
Attachments: [image003.png](#)

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Eve,

I just attended the County Commissioners meeting here in Snyder County and they voted to continue participation in the Plan. Commissioner Kantz also asked me to have you reach out to him if you could. He has a little bit of information he would like to pass along to you. If you need his contact information please let me know.

Thanks,

Lincoln Kaufman

Snyder County Planning Director

PO Box 217

Middleburg, PA 17842

(570) 837-4257

On Wed, Apr 28, 2021 at 4:45 PM Eve Adrian <eadrian@lyco.org> wrote:

Good afternoon,

My name is Eve Adrian, and I will be working on the 2023 Municipal Solid Waste plan update. Our multi-county plan is due for a *mandated* 10-year Substantial Revision and must be completed by Feb 26, 2023, so our work will need to begin very soon. Our previous plan completed in 2013 included Columbia, Lycoming, Montour, Snyder, and Union Counties.

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Please let me know if you have any questions, and I look forward to working with you all soon!

-Eve

Eve E. Adrian

Natural Resource Planner

Lycoming County Department of Planning & Community Development

48 West Third Street, Williamsport, PA 17701

(570) 329-4761

eadrian@lyco.org

Director: Rachel Swartwood
Land Use Planner: Emily Voltmer
Administrative Assistant: Caroline Creasy

Commissioners: Chris Young – Richard Ridgway - Dave Kovach

Planning Commission Board:
William Brobst, Chair – Brian Johnson, Vice Chair– Terry Hoover, Secretary
Michelle Bella, Treasurer - Ernest Shearer, Jr. - Edward Sidingier
Tammy Robbins – John McGee – Paul Lee

P.O. Box 380
Bloomsburg, PA 17815

Phone: 570-389-9146
Fax: 570-784-9147



December 8, 2021

Joeseeph L. DelGrippto
Regional Recycling & Planning Coordinator
208 West Third Street, Suite 101
Williamsport, PA 17701

Dear Mr. DelGrippto:

The Columbia County Planning Department fully supports Lycoming County in its 2021 application to DEP for a \$82,500 grant to update the required Municipal Solid Waste Plan.

Columbia County is committed to assisting the development of the Municipal Solid Waste Plan, and will contribute a total of \$2,343.75 of cash match to support this 2023 plan update.

Columbia County is committed to providing staff time and services in the areas of draft plans review, technical data and information, meeting participation and group meeting facilitation, and assisting with coordination related to the Solid Waste Plan development and statutory requirements.

Lycoming County Planning and Community Development staff will act as the grant and project lead, and with its partners will provide a series of steering committee and public outreach meetings, technical research and analysis of solid waste and recycling facilities, and the development of the plan.

This mandatory plan update will help ensure that Columbia County has sufficient processing and disposal capacity for its municipal waste for at least 10 years; to ensure a full, fair and open discussion of alternative methods of municipal waste processing or disposal; and to ensure maximum possible waste reduction and recycling of municipal waste or source separated recyclable material. On behalf of the Columbia County Planning Department, I/we encourage you to support the Municipal Solid Waste Plan grant Lycoming County is submitting on behalf of our County.

Should you have any questions or need additional information, please email or call Shannon Rossman, Lycoming County Planning Director – rossman@lyco.org or 570-329-4761.

Sincerely,


Rachel Swartwood
Director

Commissioners of Montour County

ADMINISTRATION CENTER • 435 E. FRONT STREET • DANVILLE, PENNSYLVANIA 17821 • (570) 271-3000 • FAX (570) 271-3088



COUNTY COMMISSIONERS

Kenneth A. Holdren, Chairman
Don W. Hartman, Vice-Chairman
Trevor S. Finn



Home of the First "T" Rail in America

CHIEF CLERK
Holly A. Brandon
SOLICITOR
Robert L. Marks

December 3, 2021

Joseph L. DelGrippe
Regional Recycling & Planning Coordinator
208 West Third Street,
Suite 101
Williamsport, PA 17701

Dear Mr. DelGrippe:

The Montour County Planning Department fully supports Lycoming County in its 2021 application to DEP for an \$82,500 grant to update the required Municipal Solid Waste Plan.

Montour County is committed to assisting the development of the Municipal Solid Waste Plan and will contribute a total of \$2,343.75 of cash match to support this 2023 plan update.

Montour County is committed to providing staff time and services in the areas of draft plans review, technical data and information, meeting participation and group meeting facilitation, and assisting with coordination related to the Solid Waste Plan development and statutory requirements.

Lycoming County Planning and Community Development staff will act as the grant and project lead, and with its partners will provide a series of steering committee and public outreach meetings, technical research and analysis of solid waste and recycling facilities, and the development of the plan.

This mandatory plan update will help ensure that Montour County has sufficient processing and disposal capacity for its municipal waste for at least 10 years; to ensure a full, fair, and open discussion of alternative methods of municipal waste processing or disposal; and to ensure maximum possible waste reduction and recycling of municipal waste or source separated recyclable material. On behalf of the Montour County Planning Department, we encourage you to support the Municipal Solid Waste Plan grant Lycoming County is submitting on behalf of our County.

Should you have any questions or need additional information, please email or call Shannon Rossman, Lycoming County Planning Director - srossman@lyco.org or 570-329-4761.

Sincerely,

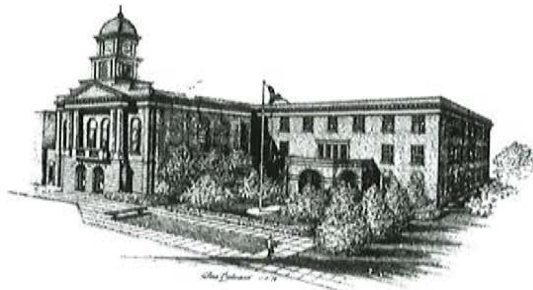
Kenneth A. Holdren, Chairman

COUNTY COMMISSIONERS

JOSEPH E. KANTZ
Chairman

CHARLES W. STEININGER III
Vice Chairman

ADAM D. EWIG
Secretary



TONY PHILLIPS
Chief Clerk

ROBERT M. CRAVITZ
Solicitor

Snyder County Board of Commissioners

Snyder County Courthouse • P.O. Box 217 • Middleburg, Pennsylvania 17842-0217
(570) 837-4207 • FAX (570) 837-4282

Joseph L. DelGrippe
Regional Recycling & Planning Coordinator
208 West Third Street
Suite 101
Williamsport, PA 17701

Dear Mr. DelGrippe:

The Snyder County Planning Department fully supports Lycoming County in its 2021 application to DEP for a \$82,500 grant to update the required Municipal Solid Waste Plan.

Snyder County is committed to assisting the development of the Municipal Solid Waste Plan, and will contribute a total of \$2,343.75 of cash match to support this 2023 plan update.

Snyder County is committed to providing staff time and services in the areas of draft plans review, technical data and information, meeting participation and group meeting facilitation, and assisting with coordination related to the Solid Waste Plan development and statutory requirements.

Lycoming County Planning and Community Development staff will act as the grant and project lead, and with its partners will provide a series of steering committee and public outreach meetings, technical research and analysis of solid waste and recycling facilities, and the development of the plan.

This mandatory plan update will help ensure that Snyder County has sufficient processing and disposal capacity for its municipal waste for at least 10 years; to ensure a full, fair and open discussion of alternative methods of municipal waste processing or disposal; and to ensure maximum possible waste reduction and recycling of municipal waste or source separated recyclable material. On behalf of the Snyder County Planning Department, we encourage you to support the Municipal Solid Waste Plan grant Lycoming County is submitting on behalf of our County.


Should you have any questions or need additional information, please email or call Shannon Rossman, Lycoming County Planning Director – srossman@lyco.org or 570-329-4761.

Sincerely,


THE SNYDER COUNTY BOARD OF COMMISSIONERS



Joseph E. Kantz
Chairman



Charles W. Steininger, III
Commissioner



Adam D. Ewig
Commissioner

COUNTY *of* UNION

P E N N S Y L V A N I A

PLANNING AND ECONOMIC DEVELOPMENT

Joeseeph L. DelGrippe
Regional Recycling & Planning Coordinator
208 West Third Street,
Suite 101 Williamsport, PA
17701

Dear Mr. DelGrippe:

The Union County Planning Department fully supports Lycoming County in its 2021 application to DEP for a \$82,500.00 grant to update the required Municipal Solid Waste Plan.

Union County is committed to assisting the development of the Municipal Solid Waste Plan, and will contribute a total of \$2,343.75 of cash match to support this 2023 plan update.

Union County is committed to providing staff time and services in the areas of draft plans review, technical data and information, meeting participation and group meeting facilitation, and assisting with coordination related to the Solid Waste Plan development and statutory requirements.

Lycoming County Planning and Community Development staff will act as the grant and project lead, and with its partners will provide a series of steering committee and public outreach meetings, technical research and analysis of solid waste and recycling facilities, and the development of the plan.

This mandatory plan update will help ensure that Union County has sufficient processing and disposal capacity for its municipal waste for at least 10 years; to ensure a full, fair and open discussion of alternative methods of municipal waste processing or disposal; and to ensure maximum possible waste reduction and recycling of municipal waste or source separated recyclable material. On behalf of the Union County Planning Department, we encourage you to support the Municipal Solid Waste Plan grant Lycoming County is submitting on behalf of our County.

Should you have any questions or need additional information, please email or call Shannon Rossman, Lycoming County Planning Director - srossman@lyco.org or 570-329-4761.

Sincerely,



Robert Huntington
Union County Planning Commission

Solid Waste Plan Update Steering Committee

*Members of the Stakeholder Committee

	Name	Address	Phone Number	Email	Organization/Title
	Tanya Bower	1462 Dix St. Williamsport, PA 17701	570-323-8534	tbower@bowerdisposal.com	Bower Disposal
*	Rachel Swartwood	26 West First Street Bloomsburg, PA 17815	570-389-9146	rswartwood@columbiapa.org	Columbia Director/Recycling Coordinator
	Mike Heaps		570-458-6646	info@heapscontainerservice.com	Montour recycling coordinator
*	Greg Molter	112 Woodbine Lane, Suite 3 Danville, PA 17821	570-271-3021	gmolter@montourco.org	Director, Montour County Planning & Human Services
	Bob Huntington	Union County Government Center 155 North 15th Street	570-524-3840	rhuntington@unionco.org	Union Environmental Planner(recycling coordinator)
*	Shawn McLaughlin	155 North 15th Street Lewisburg, PA 17837	570-524-3840	smclaughlin@unionco.org	Planning Director
	Lauren Strausser	LCRMS	570-567-2625	Lauren.Strausser@lcrms.com	Lycoming recycling coordinator
	Trish Treaster	Snyder County	570-837-4256	tscholl@snydercounty.org	Snyder recycling coordinator
*	Lincoln Kaufman	Snyder County Courthouse	570-837-4207	lkaufman@snydercounty.org	Snyder, Director
	Michael Hnatin	LCRMS	570-567-2624	michael.hnatin@lcrms.com	LCRMS Engineer
	Donald Hassenplug	LCRMS	570-567-2634	Donald.Hassenplug@lcrms.com	LCRMS Resource Specialist
	Skip Memmi	City of Williamsport	570-327-7577	amemmi@cityofwilliamsport.org	Director Community & Economic Development
	Gary Hutchinson		570-220-1305	billtownfun50@gmail.com	Unaffiliated Citizen
	Charley Hall	Borough of Muncy	570-546-3952	boromanger@muncyboro.org	Muncy Borough Manager

	Charles Fritz	Town of Bloomsburg	570-784-4532	cfritz@bloomsburgpa.org	Director of Governmental Services/Recycling Coordinator
	Michael Goetz	Brady Township	570-547-2220	mike_goetz@windstream.net	Township Supervisor
	Chris Barton	Diakon AmeriCorps Seniors	570-419-7858	BartonC@Diakon.org	Program Coordinator for Lycoming County
	Jenelle Longacre	Diakon Community Services		LongacreJ@diakon.org	
	Frank Posella	McHenry Twp. Lyco		franknreenie@gmail.com mchenrytwp@kcnet.org	Township – Lycoming County
Staff Support					
*	Shannon Rossman	48 West Third St. Williamsport, PA 17701	570-320-2132	SRossman@lyco.org	Lycoming County Planning & Community Development, Director
	Jenny Picciano	48 West Third St. Williamsport, PA 17701	570-320-2136	jpicciano@lyco.org	Lycoming County Planning & Community Development, Community Dev./Lead Planner
*	Alexa Bixel	48 West Third St. Williamsport, PA 17701	570-329-4761	abixel@lyco.org	Lycoming County Planning & Community Development, Natural Resource Planner

Solid Waste Plan Update Stakeholder Committee

Name		Address	Phone Number	Email	Organization/Title
Rachel	Swartwood	26 West First Street Bloomsburg, PA 17815	570-389-9146	rswartwood@columbiapa.org	Columbia Director/Recycling Coordinator
Greg	Molter	112 Woodbine Lane, Suite 3 Danville, PA 17821	570-271-3021	gmolter@montourco.org	Director, Montour County Planning & Human Services
Shawn	McLaughlin	155 North 15th Street Lewisburg, PA 17837	570-524-3840	smclaughlin@unionco.org	Planning Director
Lincoln	Kaufman	Snyder County Courthouse	570-837-4207	lkaufman@snydercounty.org	Snyder, Director
Shannon	Rossman	48 West Third St. Williamsport, PA 17701	570-320-2132	SRossman@lyco.org	Lycoming County Planning & Community Development, Director
Alexa	Bixel	48 West Third St. Williamsport, PA 17701	570-329-4761	abixel@lyco.org	Lycoming County Planning & Community Development, Natural Resource Planner

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:
Scott L. Metzger, Chairman
Tony R. Mussare, Vice Chairman
Richard Mirabito, Secretary

Location:
Executive Plaza
330 Pine Street
Williamsport Pennsylvania 17701



“Building Partnerships”

Shannon L. Rossman , AICP, Director

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Mailing Address:
48 West Third Street
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Solid Waste Plan Steering Committee Meeting September 21, 2022 2:00 PM, PCD Conference Room/Zoom

In attendance: Shannon Rossman, Jenny Picciano, Alison Herman, Lauren Strausser, Rachel Swartwood, Greg Molter, Bob Huntington, Shawn McLaughlin, Lincoln Kaufman, Tanya Bower

Discussion Items:

1. Introductions

2. Ongoing Meeting Structure

- a. Hybrid Feasible Indefinitely?
- b. Further Attendees Required, per PA code
- c. Quarterly Report to Municipalities

3. Timeline

- a. Extension Length
- b. Public Meetings
- c. Additional time for revisions based on comments
- d. Revisit MOU necessity

4. Next Chapter Considerations

- a. Intro
- b. 1: Description of Waste
- c. 2: Description of Facilities
- d. 3: Estimated Future Capacity

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:
Scott L. Metzger, Chairman
Tony R. Mussare, Vice Chairman
Richard Mirabito, Secretary

Location:
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Solid Waste Plan Steering Committee Meeting September 21, 2022 2:00 PM, PCD Conference Room/Zoom

In attendance (v = virtual attendance): Shannon Rossman, Jenny Picciano, Alison Herman, Lauren Strausser, Rachel Swartwood(v), Greg Molter, Bob Huntington, Shawn McLaughlin(v), Lincoln Kaufman(v), Tanya Bower(v)

Committee Members Absent: Mike Heaps, Trish Treaster

Discussion Items:

1. Introductions

2. Ongoing Meeting Structure

- a. Hybrid Feasible Indefinitely? **AH noted even zoom/conference turnout, hybrid expected ongoing**
- b. Further Attendees Required, per PA code **AH notes civic groups needed for committee. MARC suggested by GM. AH requested that anyone with suggestions for additional committee membership; municipal, private or other(s) please forward their contact information.**
- c. Quarterly Report to Municipalities **SR suggests inviting municipalities to the steering committee with quarterly reports**

3. Timeline

- a. Extension Length **GM indicates commissioner adoption can be expedited by physical delivery of drafts and agreements**
- b. Public Meetings **SR notes that necessary public meetings can be held in the county concerns are brought up in**
- c. Additional time for revisions based on comments
- d. Revisit MOU necessity **GM, LK, RS all agree an MOU should be used. JP gives background on MOU as drafted years ago but not executed. GM says he would only need to see the final MOU. SR suggests voiding details on the draft MOU and sending that copy with the**

minutes. GM requested that we send the final draft with any need language changes to the MOU, instead of sending a draft now and a final draft later. Meeting with DEP pending DEP's schedule, questions to DEP can be emailed to AH.

4. Next Chapter Considerations

- a. Intro
- b. 1: Description of Waste
- c. 2: Description of Facilities SR requested we receive verification that recycling drop off closings are not required to be reported to the DEP in any other 'mini-updates'. LS + GM have experienced using vague language in recycling plan to accommodate closings. AH addresses appendix options for drop off locations as not avoiding a substantial update trigger. SR suggests leaving blank space for drop off locations during plan development in case of further changes during the period. AH states Act 101 materials reported by county is needed.
- d. 3: Estimated Future Capacity Population projection calculation issues by Union County raised; Federal prison population fluctuated drastically during COVID Pandemic due to relocations to other facilities outside of PA. Addendum will be written in final plan to address.

Next Meeting Dates are as follows. Notices with time, place and zoom information will be sent out prior to each meeting:

- October 19, 2022
- November 16, 2022
- December 21, 2022

Solid Waste Plan Update Steering Committee Kick Off - Sign in Sheet

PCD Conference Room, 3rd floor 330 Pine St. Executive Plaza/Zoom
 Wednesday, September 21, 2022 2 P.M. - 3 P.M.

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Initial	Name	Address	Phone Number	Email	Organization/Title
✓	Tanya Bower	1462 Dix St. Williamsport, PA 17701	570-323-8534	tbower@bowerdisposal.com	Bower Disposal
✓	Rachel Swartwood	26 West First Street Bloomsburg, PA 17815	570-389-9146	rswartwood@columbiapa.org	Columbia Director/Recycling Coordinator
	Mike Heaps		570-458-6646	info@heapscontainerservice.com	Montour recycling coordinator
	Greg Molter	112 Woodbine Lane, Suite 3 Danville PA 17821	570-271-3021	gmolter@montourco.org	Director, Montour County Planning & Human Services
	Bob Huntington	Union County Government Center	570-524-3840	rhuntington@unionco.org	Union Environmental Planner(recycling coordinator)
✓	Shawn McLaughlin	155 North 15th Street Lewisburg, PA 17837	570-524-3840	smclaughlin@unionco.org	Planning Director
	Lauren Strausser		570-567-2625	Lauren.Strausser@lcrms.com	Lycoming recycling coordinator
	Trish Treaster		570-837-4256	tscholl@snydercounty.org	Snyder recycling coordinator
✓	Lincoln Kaufman	Snyder County Courthouse	570-837-4207	lkaufman@snydercounty.org	Snyder, Director
	Michael Hnatin		570-567-2624	michael.hnatin@lcrms.com	LCRMS Engineer
	Donald Hassenplug		570-567-2634	Donald.Hassenplug@lcrms.com	LCRMS Resource Specialist

Staff Support

✓	Shannon Rossman	48 West Third St. Williamsport, PA 17701	570-320-2132	SRossman@lyco.org	Lycoming County Planning & Community Development, Director
✓	Alison Herman	48 West Third St. Williamsport, PA 17701	570-329-4761	aherman@lyco.org	Lycoming County Planning & Community Development, Natural Resources Planner
✓	Jenny Picciano	48 West Third St. Williamsport, PA 17701	570-320-2136	jpicciano@lyco.org	Lycoming County Planning & Community Development, Community Dev./Lead Planner

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:
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Solid Waste Plan Steering Committee Meeting October 19, 2022 2:00 PM, PCD Conference Room/Zoom

In attendance: Shannon Rossman, Jenny Picciano, Alison Herman, Lauren Strausser, Rachel Swartwood, Greg Molter, Bob Huntington, Shawn McLaughlin, Lincoln Kaufman, Tanya Bower

Discussion Items:

1. Ongoing Meeting Structure

- a. Further Attendees Required
- b. Quarterly Report to Municipalities, ongoing
- c. Details from Meeting w/DEP

2. Chapter Comments, Revisions

- a. Intro

3. Next Chapter Considerations

- a. WTE Ash levels in 2021
- b. Household Hazardous Waste

PLANNING AND COMMUNITY DEVELOPMENT

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Solid Waste Plan Steering Committee Meeting October 19, 2022 2:00 PM, PCD Conference Room/Zoom

In attendance: Shannon Rossman, Jenny Picciano, Alison Herman, Lauren Strausser, Rachel Swartwood, Greg Molter, Bob Huntington, Shawn McLaughlin, Michael Hnatin, Donald Hassenplug

Discussion Items:

1. Ongoing Meeting Structure

- a. Further Attendees Required **AH says that the introductory chapter is a good starting point, because it is not a legal requirement but shows progress to the DEP. Each County was asked to reach out and solicit attendees from boroughs and townships and send AH contact information.**
- b. Quarterly Report to Municipalities, ongoing **No preference in sending quarterly reports meeting by meeting as opposed to actually quarterly.**
- c. Details from Meeting w/DEP **No meeting yet, despite scheduling attempts. Committee structure, deadline extension, appendix details, public meetings, identified as topics requiring clarification from DEP. Interest in holding future meetings at the LCRMS landfill.**

2. Chapter Comments, Revisions

- a. Intro **AH stated the intro will be updated upon Plan completion to update public process dates, ect. DH notes industrial development as driving residual waste increases. AH says chapter 1 draft, concerned with waste generation data, will be sent out soon. GM asks about new recycling center in Northumberland as a recycling rate influence. LS responds that DH does not do contracts with other recycling centers. LCRMS says they source from larger urban areas, and collecting all plastics. LS says DEP does not define all accepted plastics as recyclable. SR suggests keeping attention on the issue for future**

considerations. JP suggests housing website for plan process on Lycoming County website.

3. Next Chapter Considerations

- a. WTE Ash levels in 2021 AH asks about the spike in WTE Ash in 2021, DH offers Boral Resources' excavation of decades of Ash and the disposal of the waste from that activity drives the anomaly. AH will follow up for details in the writeup for chapter 1.
- b. Household Hazardous Waste AH + SR asks what collection events the county runs. BH says Union is looking to implement electronics recycling events. SL says Union County is looking to collect household hazardous waste. General consensus that DEP pulling grant funding for special collecting hamstrung County efforts. GM says Montour is collecting tires soon with watershed authority and CD to assist in funding. SR asks for clarification on whether this is cleanup or collection, GM says both, up to 30 tires per person. RS says no events for them. Drug takebacks noted by Counties as more Sheriff's office run programs.

4. Addition Info

AH goes over data sourcing and tables to be used in chapter 1. SR asks about MOU status, AH stated that the MOU draft was in progress. SR asks for special events details, AH asks for recycling data from coordinators in closing.

Solid Waste Plan Update Steering Committee Meeting - Sign in Sheet

PCD Conference Room, 3rd floor 330 Pine St. Executive Plaza/Zoom

Wednesday, October 19, 2022 2 P.M. - 3 P.M.

Initial	Name	Address	Phone Number	Email	Organization/Title
	Tanya Bower	1462 Dix St. Williamsport, PA 17701	570-323-8534	tbower@bowerdisposal.com	Bower Disposal
✓	Rachel Swartwood	26 West First Street Bloomsburg, PA 17815	570-389-9146	rswartwood@columbiapa.org	Columbia Director/Recycling Coordinator
	Mike Heaps		570-458-6646	info@heapscontainerservice.com	Montour recycling coordinator
✓	Greg Molter	112 Woodbine Lane, Suite 3 Danville, PA 17821	570-271-3021	gmolter@montourco.org	Director, Montour County Planning & Human Services
✓	Bob Huntington	Union County Government Center	570-524-3840	rhuntington@unionco.org	Union Environmental Planner(recycling coordinator)
✓	Shawn McLaughlin	155 North 15th Street Lewisburg, PA 17837	570-524-3840	smclaughlin@unionco.org	Planning Director
LS	Lauren Strausser		570-567-2625	Lauren.Strausser@lcrms.com	Lycoming recycling coordinator
	Trish Treaster		570-837-4256	tscholl@snydercounty.org	Snyder recycling coordinator
-	Lincoln Kaufman	Snyder County Courthouse	570-837-4207	lkaufman@snydercounty.org	Snyder, Director
✓	Michael Hnatin		570-567-2624	michael.hnatin@lcrms.com	LCRMS Engineer
✓	Donald Hassenplug		570-567-2634	Donald.Hassenplug@lcrms.com	LCRMS Resource Specialist

Staff Support

SR	Shannon Rossman	48 West Third St. Williamsport, PA 17701	570-320-2132	SRossman@lyco.org	Lycoming County Planning & Community Development, Director
AKA	Alison Herman	48 West Third St. Williamsport, PA 17701	570-329-4761	aherman@lyco.org	Lycoming County Planning & Community Development, Natural Resources Planner
JR	Jenny Picciano	48 West Third St. Williamsport, PA 17701	570-320-2136	jpicciano@lyco.org	Lycoming County Planning & Community Development, Community Dev./Lead Planner

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:
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Solid Waste Plan Steering Committee Meeting
November 16, 2022
2:00 PM, PCD Conference Room/Zoom

In attendance: Shannon Rossman, Jenny Picciano, Alison Herman, Lauren Strausser, Greg Molter, Bob Huntington, Shawn McLaughlin, Lincoln Kaufman, August Memmi, Chris Barton

Discussion Items:

1. Ongoing Meeting Structure

- a. Further Attendees Required - AH reiterates the need for all represented groups to be present, says that DEP told us to be more aggressive in finding municipalities to join the SWAC; requests Counties to call their municipalities to request involvement. SR says again that draft reviews need a full committee.
- b. CO&A request AH says CO&A alteration request was formally submitted with a deadline date of 3/1/24. AH and SR agree that DEP have a positive view of that deadline. SR says Counties will need to sign an adoption of the final alteration, GM asks if that will need to be done one county after the other. SR says no, that was a plan adoption.
- c. MOU update AH says that the previous plan adoption delays due to successive execution informed the new MOU drafted; Counties can put through the adoption process simultaneously. AH says MOU is going through internal review now, should be ready to get to Counties in a week or two. AH says that complete adoption is to be accomplished by the end of the year. AH says MOU will specify amounts to be invoiced to the Counties for their cash match contribution, once at MOU adoption and again in a year's time. GM asks what the amount will be for Commissioner's consideration, SR says it will remain the same as what the initial MOU and grant outlines.
- d. Staff Transition AH says SR will be the POC ongoing through to Plan adoption. AH says quarterly reports to DEP and municipalities will be quarterly instead of monthly, as only two Counties sent us record of municipal notification from last meeting.

2. Data Needs

a. Recycling Rates - AH says that getting recycling rates from the Counties is the most important thing to accomplish now because so many chapters yet to be drafted require that data. As of now, non-Act 101 recycling rates are needed from Lycoming and Union, all recycling rates are needed from Montour, residential is needed from Snyder. LS asks what categories of non-Act 101 materials specifically, AH says only whatever categories all Counties are capable of reporting for the sake of consistency. SR disagrees, and says that Counties should send us all the recycling data that they have to improve our overall recycling rate. SM requests clarification that AH means tons by 'recycling rates', that is confirmed. SR asks counties to provide yard and leaf waste data, SL says they have a few municipalities that report it, AH says some of that reported data has been sent with non-Act 101 rates.

b. Special Collection Events - AH says that a few Counties mentioned future special collections planned, the details of which did not get sent to her, and requests all info on special collections. SR adds that it is important to include special collection plan obstacles, and what has overcome obstacles, like working with law enforcement to ensure recycling drop off sites are not sites of illegal dumping. BH says that Union found surveillance footage helped that.

c. Recycling Drop Off Locations - AH requests Counties also provide information on the locations of their recycling drop off locations, both for mapping purposes and to provide enough information to justify listing drop off locations in the appendix instead of body. SR and LS reiterate a desire to put drop off locations in the appendix.

3. Overview of Plan Progress AH goes over what plan chapters have been drafted, what need to finish drafting, and what can only be finished upon plan completion. AH asks Counties if that outline would be helpful, or if basic information requests are better. GM says basic information requests, specifically what Lycoming needs. AH says that she will tailor emails with requests to the Counties based on what they have already provided. SR asks if anyone would want Lycoming GIS services, SM and GM say Columbia does Snyder and Montour's GIS work. BH says that DEP provides recycling data, and that he has just been forwarding that. AH says that she has only been able to find <2020 data via DEP websites, and could she get the link that BH uses. BH says that the data is passcode protected; LS says that recycling coordinators only get access to their own County data, so that might not be feasible to do by Lycoming for all Regional data.

PLANNING AND COMMUNITY DEVELOPMENT

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Solid Waste Plan Steering Committee Meeting December 21, 2022 2:00 PM, PCD Conference Room/Zoom

In attendance: In Person - Shannon Rossman, Maleick Fleming, and Lauren Strausser

On Zoom - August Memmi, Greg Molter, Charlie Hall, Bob Huntington, Charles Fritz, Chris Barton, Jenelle Longarce, Lincoln Kauffman, and Michael Goetz

Discussion Items:

1. Introductions

2. Administration

- a. Attendee Requirements – Business entities are currently needed on the committee. There is a lack of Solid Waste type business on committee at this time. Hopeful to have them filled for the meeting in January.
- b. CO&A request – still waiting on documentation and approval from DEP to have plan date moved to March 1st, 2024. DEP indicated that would not be a problem in our conference call with them in October 2022.
- c. MOU update – in progress currently with the purchasing department. Committee members should be receiving it soon for review and enactment.
- d. Staff Transition – Natural Resource Planner Position is posted.

3. Data Needs/Mapping

- a. Recycling Rates – Still need 2017 to 2021 recycling rates from Montour County.
- b. Special Collection – Still yet to confirm all locations that have special collection availability and will be reaching for further information on curbside and organic material type waste.
 - i. Events & locations – Need more information on where collection sites are located and what type of waste is accepted.
- c. Recycling Drop Off Locations – Presented map with existing Municipal Solid Waste and Recycling Infrastructure. Confirmed/Denied which locations are on map are still operational

drop off with county representatives. Further contact with Rachel Swartwood will be needed to confirm all locations.

- Other maps to include areas that are in need of recycling drop off or where a drop off area has been relocated.

- Once maps are finished they will sent out for review. New 2011 to 2021 Facilities Receiving five County Region Waste Map has been completed.

- New Draft Map location to be added to the Lycoming County Website.

4. Overview of Plan Progress – First few chapters should be available for review by January Meeting. Comments and questions will be taken at next meeting. A plan review person will be appointed to make sure everything is covered in the plan and to ensure Act 101 requirements are met.

- Possibility to schedule Landfill tour if there is interest in spring 2023.

5. Questions – None asked.

6. Next Meeting – January 18, 2023 (Zoom/In-Person)

PLANNING AND COMMUNITY DEVELOPMENT

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Solid Waste Plan Steering Committee Meeting March 15, 2022 2:00 PM, PCD Conference Room/Zoom

In Person attendance: Shannon Rossman, Alexa Bixel, and Lauren Strausser

Via Zoom/Phone: Rachel Swartwood, Greg Molter, Shawn Mclaughlin, Skip Memmi, Gary Hutchinson, Charles Fritz, Chris Barton, and Jenelle Longarce

Discussion Items:

1. Introductions

2. Administration

- a. Attendee Requirements – Business Representatives – The Committee has businesses represented, however we will continue to reach out for additional input. Lauren Strausser sent a few business representatives contacts that could be added to the committee. Shannon Rossman will be reaching out to them shortly.
- b. Quarterly Update – Email to all municipalities in 5 County Region – As required by Act 101 quarterly reports are to be send to all municipalities. Shannon Rossman and Alexa Bixel will be sending the 1st Quarter reports out at the end of next week. Those reports will touch on a few items from last year. Documentation of those reports being sent out to municipalities is required. Shannon Rossman asked if reports are emailed or sent paper copy that her and Alexa Bixel be copied on those letters/emails to provide backup documentation to be added to the appendix section of the plan.
- c. CO&A request – still waiting – Still waiting to hear back from the state on a revised CO&A request. Original request was sent October 31st, 2022. The request letter was acknowledged to have been received November 1st, 2022 to extend the deadline of the plan requirement till March 1st, 2024. In January, Shannon Rossman talked to DEP and it appears that the request was misplaced. Shannon Rossman reached out last week to DEP and has not received an answer as to when the revised CO&A will be sent out. Shannon Rossman will be following up weekly on this item is resolved. Work on the Plan will continue despite this occurrence.
- d. MOU update – Draft Complete – Draft MOU is complete for all counties. As soon as purchasing agrees the draft will be sent out to the committee for review and signature. MOU

includes information about the joint plan and will have the plan ready for adoption and completion on March 1st, 2024. The first plan contribution invoice for each county will be included with MOU. Second plan contribution invoice will be due during final draft phase of the plan.

- e. Staff Transition – Natural Resource Planner, Alexa Bixel – introduced new natural resource planner to committee. Alexa started in February. She is recent graduate from Lock Haven University with a Bachelor's of Science in Environmental Biology with a concentration in Ecology and minor in Environmental Science. She will be helping with the coordinating of the Solid Waste Plan.

3. Data Needs/Mapping

- a. Recycling Rates – received – All recycling rates from all the counties have been received. Currently in the process to incorporate all of them into the plan. Shannon Rossman noted that as soon as that portion is completed it will be sent out verification.
- b. Special Collection
 - i. Events & locations – still confirming information – Shannon Rossman noted special collection information is still being verified.
- c. Recycling Drop Off Locations – in progress – Shannon Rossman noted the receiving facilities map has been updated with new additional information. The committee received of that for review.

4. Overview of Plan Progress

- a. Chapters 1-3 are in draft format – Draft format will be send of chapters 1-2 will be sent out for comment. As edits take place, the draft will be sent out and comments/edits will be added to document. Edits can be tracked in the document. Shannon Rossman commented committee members should feel free to send changes, comments, or questions to send those back to be addressed. Shannon Rossman emphasized the importance of getting all counties valuable thoughts into the plan. Committee members should expect a similar format for other chapters.
- b. Meetings with Counties to verify information and content – To satisfy Act 101 requirements it is key when updates are sent out that PCD receives verification that municipalities have made aware of those updates. As DEP is mostly concerned with committee, attendance and municipalities are being notified of updates. Shannon Rossman noted that if any further issues arise with DEP, She might include committee members on emails in the future to make everyone aware of any current issues.

- 5. Questions – Greg Molter asked if there was any grant money associated with this plan for appropriation for doing the rewrite. Shannon Rossman replied by saying there is a grant from the state to do the work that will cover our staff time. That will be matched with our staff time and each counties cash contributions. Greg Molter mentioned that he asked this question because when the process was initially started for the first regional solid waste plan there was a very large sum that had be either spent down at the end or divided between the counties to put into some kind of an event. He wondered if there was another opportunity over covering half of the staff time to draw money from Harrisburg to make this happen. Shannon Rossman replied to say we are fine with

matching the time and each counties cash match would be \$2,344.75. That is each counties contribution to the plan for the update being done. She also says there are no concern with covering our costs for this update. Rachel Swartwood added that if an attachment is sent to her email that she would like back up email sent to her to confirm the attachment reached her email. Shannon Rossman replied that would not be an issue that she would follow up with an email after sending the draft out.

6. Next Meeting – April 19, 2023 at RMS (Lycoming County Landfill) – Shannon Rossman noted next month’s Committee meeting would take place in person at the Lycoming County Landfill. Lunch to be provided to attendees with a tour of the facilities and meeting afterwards. Maps of different items included in the plan will available for review and input. Shannon Rossman confirmed most committees members could attend. GIS attendee will be at the meeting to address any mapping questions.
 - a. Tentative Lunch – 12 PM
 - b. Tentative Tour of Facilities – 12:30 PM
 - c. Committee Meeting 2 PM at RMS Meeting Room

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Solid Waste Plan Stakeholder/Steering Committee Meeting August 16, 2023 2 PM

Discussion Items:

1. Administration
 - a. MOU update
 - b. Reports
2. Data Needs/Mapping
 - a. 2021 Data just released
 - b. Changes to Maps?
 - c. Special Collection
 - i. Events & locations past examples
 - ii. Future Events
3. Overview of Plan Progress
 - a. Budgets
 - i. Recycling Budget Information
 - b. SOI
 - c. Permitting Haulers
 - d. Working Draft under review by Stakeholders
 - i. Comments received from Union County and Bloomsburg Borough
 - ii. Additional comments?
4. Next Steps
 - a. Draft Plan end of August, 2023
 - i. Continue to make revisions until end of September, 2023
 - b. Final Draft Plan must be submitted to DEP by October 26, 2023
 - i. Counties must public notice in newspaper and hold a 90-day comment period
 - ii. Counties must adopt the Regional Plan Revision by February 26, 2024
 - iii. Municipalities must ratify
5. Questions
6. Next Meeting

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Solid Waste Plan Stakeholder/Steering Committee Meeting August 16, 2023 2 PM

In Person attendance: Shannon Rossman and Alexa Bixel

Via Zoom attendance: Greg Molter, Shawn McLaughlin, Rachel Swartwood, Lincoln Kaufman, Charles Fritz, Michael Hnatin, and Kristin Perez

Discussion Items:

1. Administration

- a. MOU update – Shannon Rossman made note that everyone has signed their CO&A. The MOU will be sent out for all the counties to sign.
- b. Reports – Shannon Rossman send out the quarterly report to all counties to relay to their municipalities. Shannon Rossman mentioned for the counties to send back their confirmation of the report being sent out back to us to file.

2. Data Needs/Mapping

- a. 2021 Data just released – Shannon Rossman mentioned that last week the 2021 Data from DEP on recycling has been released. Shannon Rossman said that our plan would be use the data as a reference, instead of changing our current information in the plan. As She would like to use this information to further support the claim that our recycling rates are doing well. Shannon Rossman suggested the addition of paragraph and table to include the new 2021 information. Shannon Rossman does not want to change graphs at this time since Alexa Bixel has been updating them. Shannon Rossman made note that most of the charts and graphs have updated to look nicer and changed to bar graphs.
- b. Changes to Maps? – No Changes to the Maps were suggested at this meeting.
- c. Special Collection
 - i. Events & locations past examples – Shannon Rossman stated she would like to receive pictures and flyers of any special collection events or past events to include in the plan. Shannon Rossman made mention Alexa Bixel has working on compiling them for the plan.
 - ii. Future Events – Shannon Rossman made mention that Future Events would be good include the plan as well. It was encouraged for the counties to send pictures or flyers to be included in the plan as well.

3. Overview of Plan Progress

- a. Budgets
 - i. Recycling Budget Information – Shannon Rossman stated that Recycling Budget information is important to include in Plan. As data is relevant to address costs raising in the region. Shannon Rossman would like to stress this idea in the plan

and changes that have occurred over the last few years with the covered device recycling act. Shannon Rossman mentioned that so far the only recycling budget received was from Union County. Shannon Rossman urged the counties to respond to this request.

- b. **SOI** – Shannon Rossman made note that Alexa Bixel was trying to collect information on the different rates for Landfills to include in the plan. As it was realized that some information that was given was a mix of commercial and residential rates. Currently, Shannon Rossman and Alexa Bixel are going through and identifying these rates to confirm information.
- c. **Permitting Haulers** – Shannon Rossman brought up that Shawn McLaughlin made a good point looking towards permitting haulers. As it had not been previously discussed in meetings. Shannon Rossman stated that for this plan it is not proposed to permit haulers. As there is no reason at this time to permit haulers since haulers are already permitted through DEP. Greg Molter mentioned that he agreed with not permitting haulers. As when Montour permitted haulers, it ended up in a legal battle. Michael Hnatin seconded in agreement to not permitting haulers, as he did not see any gain in it. Shannon Rossman noted the only time she saw gain from permitting haulers was in mandatory trash collections at the municipal level. Mandatory trash collection is not foreseen in the future for the region at the County level. Shawn McLaughlin made mention at time it was standard to have mandatory collection for flow control, however, due to DEP regulations this changed and somewhat halted counties ability to mandate.
- d. **Working Draft under review by Stakeholders**
 - i. **Comments received from Union County and Bloomsburg Borough** – Shannon Rossman stated she has only received comments from Union County and Bloomsburg Town.
 - ii. **Additional comments?** – Shannon Rossman noted she still needed comments from Montour, Colombia and Snyder. Shannon Rossman strongly suggested for the counties to make mention of anything they saw they would like changed in the plan or did not agree with. Shannon Rossman made the note that there are still some items that need to be placed into the plan. Shannon Rossman will primarily focus on updating the summary for the plan. In this section, she would like to highlight plans, growth, and ideas. Shannon Rossman also wants to include any county issues in this section and stress the importance of costs raising.

4. Next Steps

- a. **Draft Plan end of August, 2023** – Shannon Rossman made mention that we are working towards removing a lot of repeated information from the old plan. Shannon Rossman also discussed the following dates below with the counties present. Shannon Rossman stated that once the document is out there is a plan to get it posted on Lycoming Counties' website. In doing so, Shannon Rossman noted that the counties would be provided with a link they could forward to their municipalities and other interested in partners.
 - i. Continue to make revisions until end of September, 2023
- b. **Final Draft Plan must be submitted to DEP by October 26, 2023**
 - i. Counties must public notice in newspaper and hold a 90-day comment period
 - ii. Counties must adopt the Regional Plan Revision by February 26, 2024
 - iii. Municipalities must ratify

5. Questions – No questions were mentioned at this meeting.

6. Next Meeting

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:
Scott L. Metzger, Chairman
Tony R. Mussare, Vice Chairman
Richard Mirabito, Secretary

Location:
Executive Plaza
330 Pine Street
Williamsport Pennsylvania 17701



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Solid Waste Plan Stakeholder/Steering Committee Meeting September 20, 2023 2 PM

Discussion Items:

1. Administration
 - a. MOU's
 - b. Reports
2. Data Needs/Mapping
 - a. Mapping - Review
3. Overview of Plan Progress
 - a. Budgets
 - i. Recycling Budget Information
 - b. Working Draft under review by Stakeholders
 - i. Comments received from Union County and Bloomsburg Borough
 - c. Preliminary Draft
4. Next Steps
 - a. Preliminary/Final Draft
 - i. Continue to make revisions
 - b. Final Draft Plan must be submitted to DEP by October 26, 2023
 - i. Counties must public notice in newspaper and hold a 90-day comment period
 - ii. Counties must adopt the Regional Plan Revision by February 26, 2024
 - iii. Municipalities must ratify
5. Questions
6. Next Meeting

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Solid Waste Plan Stakeholder/Steering Committee Meeting September 20, 2023 2 PM

In Person attendance: Shannon Rossman, Alexa Bixel

In Zoom attendance: Michael Hnatin, Lauren Strausser, Charlie Hall, Charles Fritz, Greg Molter, Bob Huntington, Lincoln Kaufman, Chris Barton, Skip Memmi

Discussion Items:

1. Administration – Shannon Rossman opened the meeting by saying that the plan draft is coming along. Alexa Bixel is currently working on the Appendixes of the Plan now. Alexa Bixel is also working certain sections of the website for the Plan.
 - a. MOU's – Shannon Rossman noted that the MOU will be sent out with the draft report.
 - b. Reports – The committee was made aware that the draft report cannot be finished recycling budgets are received. Shannon Rossman would like highlight the costs associated with equipment, events etc. related to recycling.
2. Data Needs/Mapping
 - a. Mapping – Review – Maps for the plan are completed. Shannon Rossman noted that all changes and suggested had been completed to the maps.
3. Overview of Plan Progress
 - a. Budgets – More discussion on recycling budgets took plan this meeting. Shannon Rossman explained that recycling budgets are beneficial to include in the plan to show the raising the costs holding events, operation, and equipment purchases. Shannon Rossman voiced that this information helps show that current grants are not sufficient to cover raising costs in the regional to cover current needs. Shannon Rossman would like to highlight this point in the summary of the plan.
 - i. Recycling Budget Information – Budget information was explained to include the overall costs the regional is experiencing when holding events, doing operation and equipment purchases. If counties were able to include a history or a few years of budgets that information would be helpful for the plan.
 - b. Working Draft under review by Stakeholders
 - i. Comments received from Union County and Bloomsburg Borough – Shannon Rossman noted she has only received comments from Union County and Bloomsburg Borough. Shannon Rossman asked if there were any additional comments and concerns. The committee replied they did not.

- c. Preliminary Draft – Shannon Rossman plans to have the Preliminary Draft out the committee for review on October 6th, 2023. The committee agreed they could have suggestions back to Lycoming County by October 20th, 2023. Shannon Rossman noted that if there is no major changes, the draft could be revised by October 24th and send out final copies on the October 25th with a link to the Lycoming County Website.

4. Next Steps

- a. Preliminary/Final Draft – Shannon Rossman voiced that the draft would be made available on the website with the appendixes. As the file will be quite large once, revisions are made on the draft. Shannon Rossman also noted that if anyone would like to have a copy emailed to them that her and Alexa Bixel would work with each county to provide a liquid file transfer of the draft. Shannon Rossman continued on to say that a few paper copies would be mailed to each other county to have on hand.
 - i. Continue to make revisions – Shannon Rossman asked Alexa Bixel if the plan had enough brochures and pamphlets from the other counties to include in the plan. Alexa Bixel voiced that she felt they had received enough as she was currently working on Appendix section for these materials and it had grown in size since the last plan.
 - b. Final Draft Plan must be submitted to DEP by October 26, 2023
 - i. Counties must public notice in newspaper and hold a 90-day comment period – Shannon Rossman made the committee aware that all counties would need to advertise a 90-Day comment period on the plan. Shannon Rossman voiced she was going to check if all counties could use the same ad, but publish to each counties own local paper. Shannon Rossman noted Lycoming County would prepare an ad for each county and Lycoming County would publish information to website regarding the 90-day comment period.
 - ii. Counties must adopt the Regional Plan Revision by February 26, 2024 – Shannon Rossman noted that the counties would need to schedule a public hearing regarding the plan adoption between February 23rd through the 26th. Shannon Rossman voiced that Lycoming County would schedule with each County to give a presentation on the plan during the public hearings.
 - iii. Municipalities must ratify
5. Questions – Charles Fritz asked what particular details needed to be included in the recycling budgets. Shannon Rossman explained the budgets should include costs of events, equipment purchases to show expenses it takes to put purchases these items. Shannon Rossman also express that that budgets show that with current grant funds it's not enough to keep up with current demands. Including these budgets will help show that more funding is needed. Shannon Rossman noted that a including a history or a few years' worth of numbers would be helpful. Shannon Rossman asked if all counties were able to send out the Sewer and Waste Surveys to their local facilities for information. Lincoln Kaufman expressed he was still waiting on some information to be able to send them out. Greg Molter mentioned the surveys never arrived to email. Alexa Bixel was going to work on sending Greg Molter new copies.
6. Next Meeting – The next meeting is scheduled occur in October 18th, 2023.

