



## Oak Grove Multi-Municipal Compost Processing Board Special Meeting Minutes January 7, 2026

The special meeting of the Oak Grove Multi-Municipal Compost Processing Board was held on Wednesday, January 7, 2026 at 11am at Middle Smithfield Township.

### Members present:

- Lehman Township:
  - Aaron Springs
  - Danny Medrano
- Middle Smithfield Township:
  - Annette Atkinson
  - Michele Clewell
  - Cory Lyon – Alternate & Recycling Coordinator
  - Rachel Heller - Oak Grove Liaison & Recording Secretary
- Smithfield Township
  - Julia Heilaka
  - Robert Lovenheim

### Members of the public:

- Mike Stettler – Executive Director Monroe County Waste Authority
- Chris Clause – Smithfield Township Roadmaster
- Rob Rohner – Lehman Township Board of Supervisors Chairperson

### **Pledge of Allegiance**

### **Reorganization**

- Chairperson
  - Aaron Spring nominated by Annette Atkinson, seconded by Julia Heilaka. Nomination passed.
- Vice Chairperson
  - Robert Lovenheim nominated by Julia Heilaka, seconded by Annette Atkinson. Nomination passed.
- Secretary/Treasurer
  - Annette Atkinson nominated by Julia Heilaka, seconded by Michele Clewell. Nomination passed.
- Recording Secretary

- Rachel Heller nominated by Julia Heilaka, seconded by Danny Medrano. Nomination passed.
- 2026 Fee Schedule
  - Commercial Permit Fee: \$350.00 motion made by Annette Atkinson, seconded by Robert Lovenheim. Motion passed.
  - Motion for the following bucket and triaxle rates made by Robert Lovenheim, seconded by Julia Heilaka. Motion passed.
    - Resident Bucket Fee for Mulch or Compost \$10
    - Commercial Bucket fee for Mulch \$20, Compost \$25
    - Triaxle Load fee Mulch \$80, Compost \$120

### **Old Business**

- 2019-2023 Audit
  - Robert Lovenheim made a motion to approve the audit for 2019- 2023 and to sign the accompanying Representation Letter, seconded by Julia Heilaka. Motion passed.

### **New Business**

- 2024 – 2025 Audit
  - Annette Atkinson made a motion seconded by Danny Medrano to approve Riley & Company to continue the audit through 2025 as they stated previously would happen to close out the 2019-2024 Audit. Motion passed.
  - Notes from conversation with Riley & Company prior to the meeting were given
    - Riley is available by phone
    - Sign the client representation letter, approve it, return to Riley
    - Riley will request additional documentation such as all the meeting minutes, updated Quickbooks, etc; then, there will be a subsequent review period (looking for unusual items), then to Scott Miller for his final review, then a third party for their review.
- Amendment to Section 4B of the Intermunicipal Agreement
  - A motion was made by Julia Heilaka, seconded by Robert Lovenheim for Section 4B to read as listed below. Motion passed.
    - All persons employed in the operation of the Compost Processing Program shall be employees of the participating municipalities or third-party operator as designated by the Oak Grove Board.
- Mike Stettler-Monroe County Waste Authority, proposal for third party contractor
  - Mike Stettler- Middle Smithfield absorbed a lot of additional costs for the site operation that were not included in the official cost paperwork, such as fuel and labor.
  - MCWA will provide their own employees for the site with a full-time attendant at the top of the Oak Grove site who is responsible for loading customers, collecting fees and issuing permits and an operator/site manager who will be at the bottom and will be responsible for the site operation and processing material.

- Currently Mike Stettler believes that by not having someone at the top we are losing a decent amount of money due to the operator at the bottom not being able to see the top. Also, our pricing is very low.
- MCWA also has and will continue to reach out to large contractors to move material for more revenue.
- Mike would also like a team effort to come up with the proposal to move forward. This may take a few meetings but will be better than a typical proposal that is received.
- Mike also questioned a discrepancy in the insurance policy vs what showed in the audit for trucks and equipment that site owns. Rachel will provide him with the correct information.
- Aaron Springs asked how service of the equipment would be handled. Mike replied that the operator of the facility could most likely do the maintenance. Mike will investigate the various companies and their service contracts.
- Mike asked if Rachel could send him a spreadsheet with all the additional costs. All townships to have the information to Rachel by February 12<sup>th</sup>.
- Julia asked if the OGMMCPB contracted with a third party contractor, would this eliminate employees at Middle Smithfield. Cory Lyon responded that that is a decision for the MST BOS, and Annette Atkinson stated unable to tell now, but in the past, when the Township sold the Golf Course, golf employees were absorbed into Public Works.
- November DEP Report regarding the Fire in July 2025
  - It was asked if a response to DEP had been sent, Rachel stated that the response is included in the packets.
  - Aaron Springs, this is a childish response. Rob Rohner stated that Lehman will send a follow up response to DEP. Rob Rohner stated that Lehman, Middle Smithfield and Smithfield Oak Grove Borad members were not sent the response letter for approval before it was sent out to DEP. Rob Rohner stated that we will send a follow up response to DEP. Michele Clewell stated that the letter sent out should've never happened.
  - Mike Stettler, don't let the response that was provided to DEP by someone no longer involved with OGMMCPB dilute the good that this board and employees have accomplished over the years. The facility is running well and it's especially hard working with multiple municipalities. Even if MCWA would take the facility over, he would like to work together still so that everyone is engaged.

### **Public Comment**

None

### **Next Meeting**

March 11, 2026 at 11am at Middle Smithfield Township  
 Motion by Robert Lovenheim, seconded by Julia Heilaka

\*The rest of the 2026 meeting schedule will be determined at this meeting\*

**Adjournment**

Robert Lovenheim made a motion to adjourn the meeting at 12:15 pm. Michele Clewell seconded the motion. Motion passed.

Respectfully submitted,  
Rachel Heller