



Oak Grove Multi-Municipal Compost
Processing Board Special Meeting Minutes
March 11, 2026

The special meeting of the Oak Grove Multi-Municipal Compost Processing Board was held on Wednesday, March 11, 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
- Theresa Medrano- Lehman Township Sec/Tres.
- Sean Logsdon- Lehman Township Solicitor

Pledge of Allegiance

Approval of Minutes

- January 2026, motion to approve made by Michele Clewell, seconded by Robert Lovenheim. Motion carried.

Facility Report

- Cory Lyon- site was locked out for the winter due to the snow. We started grinding this passed Thursday and hauled material up to the bins. Compost was flipped three times this winter and looks really good. The fence was repaired by a contractor who had a mishap in the late fall. 279 track skid steer not running right, has 161 hours on it, but needs the injectors replaced. The total quote for CAT to install is \$7,400.00. We have the

injectors at our shop, but inquired if it could be done under warranty with so few hours. We will need to have a work day to repair the other side of the fence. It's a possibility that Victory Gardens will take material, but waiting to hear back.

- Rob Rohner questioned why Cory Willis was stopped from hauling out material previously. Cory Lyon stated that that was not him, Aaron Springs stated that he has received a text from Mike Dwyer

Treasurer's Report: Annette Atkinson

- See attached payables
- A motion was made by Annette Atkinson and seconded by Robert Lovenheim to pay the bills and ratify the statements. Motion carried.
- Aaron Springs, Robert Lovenheim and Annette Atkinson will need to go to ESSA bank to sign the signatory cards.
- Grant Disbursement Submission
 - Rachel Heller- grant disbursement was submitted, waiting on 5 Star to send a "zero balance" invoice.
 - Grant was \$200,000.00 total and \$38,888 of that paid off the grinder. The remaining balance went toward the loader.

Solicitor's Report

- No report

Engineer's Report

- No report

Old Business

- 2024-2025 audit
 - Aaron Springs will contact Riley & Associates for an update
- Intermunicipal Agreement
 - Sean Logston presented his redline of the agreement, he would like to get the solicitors from Middle Smithfield and Smithfield involved to go through it as well.
- Amendment to Section 4B of the Intermunicipal Agreement
 - Annette Atkinson asked if any of the Townships had passed the resolution yet. Unanimous answer of no, none had passed their own resolutions to adopt the change to the agreement yet.
- Monroe County Waste Authority Proposal: Mike Stettler
 - When going through the numbers that were provided you can see currently Middle Smithfield Township is shouldering a lot of additional financial costs over the years. Hopefully that can be made up with tipping fees and other income.
 - MCWA is looking into starting a pilot program for food waste collection at Twin Boro, it is roughly 6 months for a start up time.
 - After reviewing numbers it shows that the 2025 budget total was \$250,565.50 in both in kind and income.

- MCWA has a cost of \$267,950.00
 - This includes book keeping, permits, maintenance, staffing, attendant who will have access to data base.
- All parties will have access to QuickBooks as a viewer
- Site security- new cameras will be installed like we have at our other sites
- Mike asked if everyone would like to move forward he will contact his solicitor to go ahead and write up a formal proposal. Aaron Springs and Annette Atkinson agreed to move forward.
- Sean Logsdon is going to send his redline agreement to Middle Smithfield and Smithfield Solicitors, and the board.
- A motion was made by Aaron Springs and seconded by Danny Medran to have MCWA base proposal off of that redline. Motion carried.

Public Comment

None

Next Meeting

- 2026 Meetings
 - A motion was made by Annette Atkinson and seconded by Robert Lovenheim to move from quarterly to monthly meetings. Motion carried.
 - Meetings will take place the 2nd Wednesday of each month at 11am
 - Next meeting will be April 8. Motion by Danny Medrano and seconded by Julia Heilakka. Motion carried.

Adjournment

Robert Lovenheim made a motion to adjourn the meeting at 11:52 am. Michele Clewell seconded the motion. Motion passed.

Respectfully submitted,
Rachel Heller