



## Oak Grove Multi-Municipal Compost Processing Board Special Meeting Minutes November 12, 2025

The special meeting of the Oak Grove Multi-Municipal Compost Processing Board was held on Wednesday, November 12, 2025 at 11am at the Middle Smithfield Township Community and Cultural Center.

Members present: Mike Dwyer, Aaron Springs, Danny Medrano, Annette Atkinson, Cory Lyon, Robert Lovenheim & Julia Heilaka. Oak Grove Liaison Rachel Heller

Members of the public: Jay Grobelny, Scott Miller, Mike Stettler, Chris Clause, Bonnie Winters, Mark Oney & Rob Rohner.

### **Pledge of Allegiance**

Upon opening of the meeting there was a lengthy discussion brought up by Mike Dwyer as to whether said meeting agenda was able to be amended and if the 2019-2023 audit was able to be presented as it was not on the original agenda for the meeting. He did not feel that that the audit was a de minimis item and therefore it should not be reviewed.

A motion was made by Annette Atkinson was made to amend the agenda, seconded by Robert Lovenheim.

Robert Lovenheim would like to proceed as a legal meeting if the courts would find that it in fact was not a legal meeting then we hold another meeting to ratify this meeting.

Mike Dwyer made a motion to recess the meeting and ask the solicitor. No second, motion died.

Annette Atkinson made a motion to provide Mike Stettler of the Monroe County Waste Authority with the 2019-2023 audit information so he is able to have all of the information to amend and properly propose the site. Seconded by Robert Lovenheim. Motion passed 5-1

### **Old Business**

- 2019-2023 Audit
  - Jay Grobelny and Scott Miller from Riley & Company, Inc. presented the audit report.
  - As of October 2025 Oak Grove owes Middle Smithfield Township roughly \$130,000.00.

- According to the Inter municipal agreement in section 4B it states that all employees of the facility shall be employees of the lead municipality. However, it was noted that Smithfield and Lehman both had employees working at the facility. This should be amended in the IMA. Mike Stettler will also need this information time and cost for his proposal. It was also noted that Middle Smithfield Township has been supplying the fuel for the equipment and that has not been billed back to Oak Grove. This will also need to be provided to Mike Stettler.
- Jay and Scott went through the findings of the audit and all were pretty consistent throughout all years.
- Full draft report is attached to these minutes.
- Mike Stettler-Monroe County Waste Authority, proposal for third party contractor
  - Myself and my board will need to look over the material provided once you approve the audit to make any modifications to our proposal that would include additional costs and time.
  - The MCWA would be operating the site day to day and all staffing would be MCWA employees.
  - The Oak Grove Board would still oversee the site as an advisory board and would still be able to apply for grants and would be responsible for the 3 individual municipality contributions yearly.
  - The MCWA is also potentially taking over the Twin Borough Recycling Center. This could lead to bigger contracts with larger businesses.
  - MCWA is open to Middle Smithfield continuing to provide the maintenance service for the equipment, which would result in a set labor cost per hour and then that would be deducted from their annual contribution amount or the service could be sublet out to a vendor.
  - Robert Lovenheim stated that the Oak Grove in general has done great so far , the next step is much bigger and maybe the MCWA taking over would be beneficial.
  - Mike Stettler, if you recall I was initially contacted to talk about food waste composting, but after looking into the PennDOT lease agreement, it was discovered that that would not be allowed.
  - MCWA has a contractor that would install new security for the site including camera and the site would be cashless. He would like to go over everything with his board to come up with a more in-depth proposal. The MCWA board is ok with moving forward with the proposal. He will need the maintenance, fuel cost and additional employee costs to draft up an accurate proposal.
  - Julia Heilakka stated that she would like the audit finalized and approved before it is released.
  - Scott Miller, in order to finalize it will need to be approved at a meeting. They will do a subsequent audit through the date when it is approved.
  - Julia Heilakka, we will need to clear the negatives and come up solutions to provide to Riley and Company.

- A motion was made by Aaron Springs and seconded by Robert Lovenheim to allow Riley and Company to talk to Mike Stettler with any questions or concerns. However, they are not to provide him with the draft audit. Motion passed 5-1
- It was also agreed upon unanimously by the board that one representative from each municipality shall sign the audit finalization letter.
- Special Meeting
  - The agenda items for the next meeting were discussed as well as the date and time.

**Public Comment**

None

**Next Meeting**

December 2, 2025

**Adjournment**

Robert Lovenheim made a motion to adjourn the meeting at 12:35 pm. Annette Atkinson seconded the motion. Motion passed.

Respectfully submitted,  
Rachel Heller