



Board of Directors Meeting Minutes December 2, 2025

The regular meeting of the Greater Lebanon Refuse Authority was held on December 2, 2025, at the Greater Lebanon Refuse Authority. CHAIRMAN – John Poff of South Lebanon Township called the meeting to order at 7:00 PM. Members noted (*) attended at GLRA, Members noted (#) attended via telephone conference.

*	CHAIRMAN – John Poff, S. Lebanon Township
*	VICE CHAIRMAN - Bonnie Grumbine, North Lebanon Township
*	SECRETARY – Brent McFeaters, North Annville Township
#	ASST. SECRETARY – LuAnn Horn, West Lebanon Township
#	TREASURER – Clifford R. Berger, Bethel Township
	ASST. TREASURER – Charles Olt, South Londonderry Township
#	Eric D. Adams, Palmyra Borough
	Bill Behney, Richland Township
	Paul Bird, Jonestown Borough
	Jeremiah Boyer, Jackson Township
#	Constance Bretz, Lebanon City
#	James W. Cantrell Jr., Swatara Township
#	Roberta DeSantis, Millcreek Township
	Thomas Embich, Annville Township, Alternate
*	Edward Fogelsanger, South Annville Township
#	Frankleen Gibson, East Hanover Township
	Larry Herr, Union Township
#	Chris Horst, Heidelberg Township
#	Karl Kerchner, Mt. Gretna Borough
*	Elizabeth Lindsay, Cleona Borough
	David Lloyd, West Cornwall Township
*	Jean Elia Long, North Cornwall Township
*	Barry Ludwig, Myerstown Borough
*	Howard MacFadden & Greg Rousy, Cornwall Borough
#	Heidi Neiswender, North Londonderry Township
#	Joseph Viozzi, Annville Township

Also, in attendance were Robert Garner, Jr., Executive Director, Amy Mazzella di Bosco, Recycling Coordinator, Morgan Lusch, Asst. Staff Engineer, Loretta Baker, Operations Manager, and Tina Long, Recording Secretary.

PUBLIC COMMENTS/PRESENTATIONS

None

Public Attendee – Margaret Hopkins of LebTown via phone

On a **MOTION** by Grumbine, **SECONDED** by Long, Members **APPROVED** a motion to excuse Paul Bird and William Behney from the December meeting.

MINUTES OF THE LAST MEETING

On a **MOTION** by Fogelsanger, **SECONDED** by Neiswender, Members **APPROVED** the November 2025 Meeting Minutes with no corrections.

EXECUTIVE DIRECTOR'S REPORT

A copy of the report is attached and hereto made part of the minutes.

The Budget for 2026 was provided to each member at the November Board Meeting. The Budget includes the previously approved Tipping Fee increase, several pieces of heavy equipment and installation of 13 Vertical Gas Collection Wells.

On a **MOTION** by DeSantis, **SECONDED** by Neiswender, Members **APPROVED** To approve the 2026 budget as presented.

Having completed a previous study, of insurance coverage, GLRA had chosen to remain with PennPrime for 2025 and with only a 2% increase for 2026 there will again be no changes made.

On a **MOTION** by MacFadden, **SECONDED** by Long, Members **APPROVED** to authorize staff to obtain liability and general insurance coverage and workers compensation through our current provider PennPrime.

There is a small amount of old, uncollected debt showing on our open receivables. Our accounting department has been unsuccessful at trying to collect this debt. The total amount is only \$28.

On a **MOTION** by Long, **SECONDED** by Fogelsanger, Members **APPROVED** to direct staff to write off the uncollectable open receivables in the amount of \$28.00.

Beginning January 2026, Board Member attendance at meetings can be in person, via phone, or via Microsoft Teams. To ensure compliance with regulations and best practices, PMAA was contacted for advice, and they have reported this is an acceptable practice and suggested GLRA adopt a Meeting Decorum Policy outlining limitations and expectations.

On a **MOTION** by Grumbine, **SECONDED** by DeSantis, Members **APPROVED** the Meeting Decorum Policy.

COMPLIANCE OFFICER'S REPORT

A copy of the report is attached and hereto made part of the minutes.

It was noticed that trash is blowing out of vehicles onto the roads after leaving the facility. Two customers have been sent warning letters notified of this due to not cleaning out their trucks properly while on site.

OPERATION MANAGER'S REPORT

A copy of the report is attached and hereto made part of the minutes.

GLRA has stopped waste excavation temporarily over the holidays and will resume after the New Year.

Employees received the required annual training for the Safety Committee on November 20th. The information was submitted to the Bureau of Labor and Industry, and they have recertified our committee for 2026.

Lastly, there were several motions to make so purchases can be made within the timeframes needed for 2026.

On a **MOTION** by Long, SECONDED by Lindsay, Members APPROVED the purchase through Costars contract, a New 2026 Caterpillar 973-Track Loader for a cost of \$658,920.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

On a **MOTION** by Long, SECONDED by Lindsay, Members APPROVED the purchase through Costars contract of a Mack Granite Water Truck for a cost not to exceed \$280,000.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

On a **MOTION** by Long, SECONDED by Lindsay, Members APPROVED the purchase through Sourcewell contract of a 2026 Hyundai HX355ALCRD Excavator for a cost of \$389,543.75 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

On a **MOTION** by Long, SECONDED by Lindsay, Members APPROVED the through Costars contract of the fire suppressant system for the Pre-Treatment, Scalehouse, and Administrative Offices for a cost not to exceed \$35,000.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

RECYCLING COORDINATOR'S REPORT

A copy of the report is attached and hereto made part of the minutes.

The annual Christmas Tree Recycling is set to begin December 26 through February 21.

Work is beginning on the 2026 Refuse Report Newsletter. Print quotes were received and the low quote for printing was submitted by Graphtech of Harrisburg. Circulation of the Reports is expected to be done in March 2026.

Positive feedback has been coming to us from customers using the recycling center about the posters that have been applied to the bins. The posters include photos to show what is acceptable in each bin and this helps to eliminate contamination.

ENGINEER'S REPORT

A copy of the report is attached and hereto made part of the minutes.

SCS Engineers is helping to create plans and bid documents for the vertical well installations on the Schilling Landfill. Bidding for the project will be from January to March 2026 with construction beginning around May of 2026.

On a **MOTION** by Long, **SECONDED** by Lindsay, Members **APPROVED** the request to allow the GLRA to pursue competitive bids, starting on January 5, 2026, for the upcoming Schilling Landfill Vertical Well Installation (Phase II) Project.

GLRA has accepted a proposal from SCS Engineers for assistance with the design and layout of a 9-hole disc golf course along the walking trail. Construction for this is tentatively expected to start in April of 2026.

The Native grass planting is expected to begin soon as it was postponed on December 2 due to the weather.

A proposal from Progressive Environmental Services has been accepted to perform treatment for black goo in 2026. Beginning in March PES will treat the sumps in Pad 4 & 6 as well as a few gas wells.

TREASURERS REPORT

A copy of the report is attached and hereto made part of the minutes.

On a **MOTION** by MacFadden, **SECONDED** by Lindsay, Members **APPROVED** to pay current monthly obligations as presented.

SOLICITOR REPORT

No Report.

NEW BUSINESS

None

OLD BUSINESS

On a **MOTION** by Long, **SECONDED** by Lindsay, Members **APPROVED** the Secretary to cast a ballot for the election of those nominated to serve as officers of the Board for 2026. Including:

Chair: John Poff

Treasurer: Cliff Berger

Secretary: Brent McFeaters

Vice Chair: Bonnie Grumbine

Assistant Treasurer: Charles Olt

Assistant Secretary: LuAnn Horn

On a **MOTION** by MacFadden, **SECONDED** by Fogelsanger, the meeting adjourned at 7:35 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tina Long". The signature is fluid and cursive, with the first name "Tina" and last name "Long" clearly distinguishable.

Tina Long
Recording Secretary

NEXT BOARD MEETING:

January 6, 2026 (Tuesday) – 7:00 PM

Greater Lebanon Refuse Authority
1800 Russell Road
Lebanon, PA 17046

UPCOMING COMMITTEE MEETINGS:

Nothing Scheduled



GLRA Monthly Board Meeting Agenda

Date: December 2, 2025

Time: 7:00 pm

Location: GLRA Office 1800 Russell Road Lebanon, PA

1. Roll Call
2. Public Comments/Presentations - limited to 5 minutes, each
3. Review of Excused Members (Motion)
4. Approval of the minutes from the previous meeting (Motion)
5. Executive Director's Report (Report attached and Motions)
 - **Motion to authorize staff to obtain liability and general insurance coverage and workers compensation through our current provider PennPrime.**
 - **Motion to direct staff to write off the uncollectable open receivables in the amount of \$28.00.**
 - **Motion to approve the Meeting Decorum Policy.**
6. Compliance Officer's Report (Report attached)
7. Operations Manager's Report (Report attached and Motions)
 - **Motion to approve purchase through Costars contract of a New 2026 Caterpillar 973-Track Loader for a cost of \$658,920.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.**
 - **Request motion to approve purchase through Costars contract of a Mack Granite Water Truck for a cost not to exceed \$280,000.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.**
 - **Request motion to approve purchase through Sourcewell contract of a 2026 Hyundai HX355ALCRD Excavator for a cost of \$ 389,543.75 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.**

- **Request motion to approve purchase through Costars contract of the fire suppressant system for the Pre-Treatment, Scalehouse, and Administrative Offices for a cost not to exceed \$35,000.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.**

8. Recycling Coordinator's Report (Report attached)

9. Engineer's Report (Report attached and Motion)

- **Motion: A motion is requested to allow the GLRA to pursue competitive bids, starting on January 5, 2026, for the upcoming Schilling Landfill Vertical Well Installation (Phase II) Project.**

10. Treasurer's Report (Report attached and Motion)

- **Motion to accept the Treasurer's Report and to pay the monthly obligations.**

11. Solicitor's Report

12. New Business

15. Old Business (Motion)

- **Motion for the Secretary to cast a ballot for the election of those nominated to serve as officers of the Board for 2026.**

**Chair: John Poff
Treasurer: Cliff Berger
Secretary: Brent McFeaters**

**Vice Chair: Bonnie Grumbine
Assistant Treasurer: Charles Olt
Assistant Secretary: LuAnn Horn**

16. Adjournment





Executive Director's Report

November 2025

1.0 ADMINISTRATIVE

1.1 GLRA Budget for 2026

GLRA staff completed the 2026 draft budget and presented it to the Audit/Budget Committee on October 20th. A copy of the draft budget was also provided to each Board member at the November Board Meeting. The Budget contains a price increase, previously approved by the Board, and various capital expenses including: installation of vertical gas collection wells, a water truck, a track loader that is equipped for waste application, and an excavator.

1.2 Property, Liability and General Insurance Coverage

PennPrime is a Municipal Insurance Trust that has provided GLRA with insurance coverage since 2015. In 2024, our coverage costs increased significantly and as a result GLRA explored other options for 2025 insurance coverage. Following several price decreases, GLRA chose to remain with PennPrime for 2025. Pricing for 2026 is much more favorable, with only a 2% increase for the combination of the Workers Compensation and PennPrime Property and General Liability Insurance. The total cost for 2026 is \$164,390.

1.3 Open Receivables

There is a total of \$127.16 in fees shown on the Open Receivables List that have not been paid. Two of the charges are: one for \$23.00 and one for \$5.00, the combined amount of \$28.00. This amount is considered uncollectable and as such we would like to write off this \$28.00 debt this year.



GREATER LEBANON REFUSE AUTHORITY

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1.4 Meeting Decorum Policy

Beginning with the January 2026 meeting, Board Member attendance at the meetings can be in person, via phone or via Microsoft Teams. Phone and Teams attendance is being offered to Board Members to continue the excellent attendance levels we have grown to expect and maintain open communication with all Board Members. To ensure compliance with regulations and best practices, we contacted PMAA for advice on this practice. They reported this is an acceptable practice and suggested we adopt a Meeting Decorum Policy outlining limitations and expectations. Provided in **Attachment 1** is a draft Meeting Decorum Policy for your review and consideration.

2.0 BUDGET PERFORMANCE

2.1 Revenue from Waste Receipts

Revenues from tipping fees were slightly over budget for November. We received 3% more revenue than expected. This is attributed to Construction & Demolition Waste fees which were about 25% above budget. Year to date, our Revenue from Tipping Fees is about 3.2% over budget.

2.2 Other Revenue

Other Revenue appears to be below budget for the month of November. This is attributed to unreported Interest Income which drives the shortfall while the other line items exceed the monthly budget. Year to date, our Other Revenues exceed budget by over 30% as these numbers include the Interest Income.

2.3 Expenditures

Overall, the operating expenses for the month are well below budget. The only areas that exceeded budgeted expenses for the month were Regulatory Expenses and Recycling Expenses. The Regulatory Expenses exceeded the monthly budget due to timing of the required annual Environmental Impairment Liability Insurance payment. This payment was budgeted for October but was actually paid in November. Recycling Expenses exceeded the budget for the month by 3.27%. Year to date, the Recycling Expenses are below budget.



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2.4 The Volume of Waste Delivered

Tonnage for November was 10,384. This is just over 100 tons more than the same period in 2024. The Tonnage Trend Comparison Chart is provided in **Attachment 2**. This shows tonnage for 2025 is consistent with tonnage received in 2024. Our tonnage for the year is trending toward approximately 132,000.

3.0 MEETINGS

Attended the regular monthly Board Meeting
Held the monthly Operations Meeting
Attended the monthly Managers Meeting
Attended the monthly Gas & Leachate Meeting
Attended the Compliance Meeting
Open Enrollment/Quarterly Employee Update Meeting
Attended SWANA Annual Convention
Bowman's – PennPrime renewal review
NextEra contract renewal meeting
Flow Control meeting
Attended Township Managers Meeting to provide annual update

Respectfully submitted,

Robert "Skip" D. Garner

Attachments: Attachment 1: Meeting Decorum Policy
Attachment 2: Tonnage Trend Comparison Chart

Attachment 1
Meeting Decorum Policy

POLICY FOR CONDUCTING AUTHORITY MEETINGS

I. Background

The Greater Lebanon Refuse Authority strives to improve communication with and reporting to our Board Members. This policy was established to provide guidance to Board members when they meet to conduct the business of the Authority. This is best accomplished by members attending Board Meetings in person. However, we realize this is not always possible, so beginning in January 2026 Board Members can attend meetings via the phone or through Microsoft Teams. To be clear, the option to attend by phone or via Teams is for Board Members only. Public participation is encouraged but in person attendance is required with very few exceptions.

II. Policy

The purpose of this Policy is to establish general guidance to those attending GLRA Board meetings, whether attending in person, by phone, or via Teams. In general, attendance in person is best, however GLRA recognizes that in person attendance is not always feasible and accessing the meeting by phone or Teams is a satisfactory solution.

A. Order of Business:

1. If a member would like a deviation from the scheduled agenda, this should be communicated with the Executive Director prior to the meeting, if possible, so that the agenda can be amended.
2. Only one person speaks at a time, as recognized by the chair.

B. Speaking Protocol:

1. Public participants must attend in person and must wait to be recognized by the chair before speaking.
2. State your name and affiliation before making comments or asking questions.
3. Time limits may be imposed on public participants to ensure everyone has a chance to participate. The current practice is to provide a maximum of five minutes to each public participant.

C. Relevance:

1. Comments and discussions should be relevant to the agenda items.
2. Avoid bringing up unrelated matters during the meeting.

D. Use of Technology:

1. Electronic devices should be used in a non-disruptive manner. GLRA records the meeting and requests that no other recording be made during the meetings.
2. Turn off or silence mobile phones and other devices during the meeting.
3. If a Board Member is attending by phone or Teams please reduce background noise and, if needed, mute your speaker.

By adhering to these simple rules, our meetings can proceed in an orderly and respectful manner, fostering productive discussions and effective decision-making.

A. Attendance via Phone:

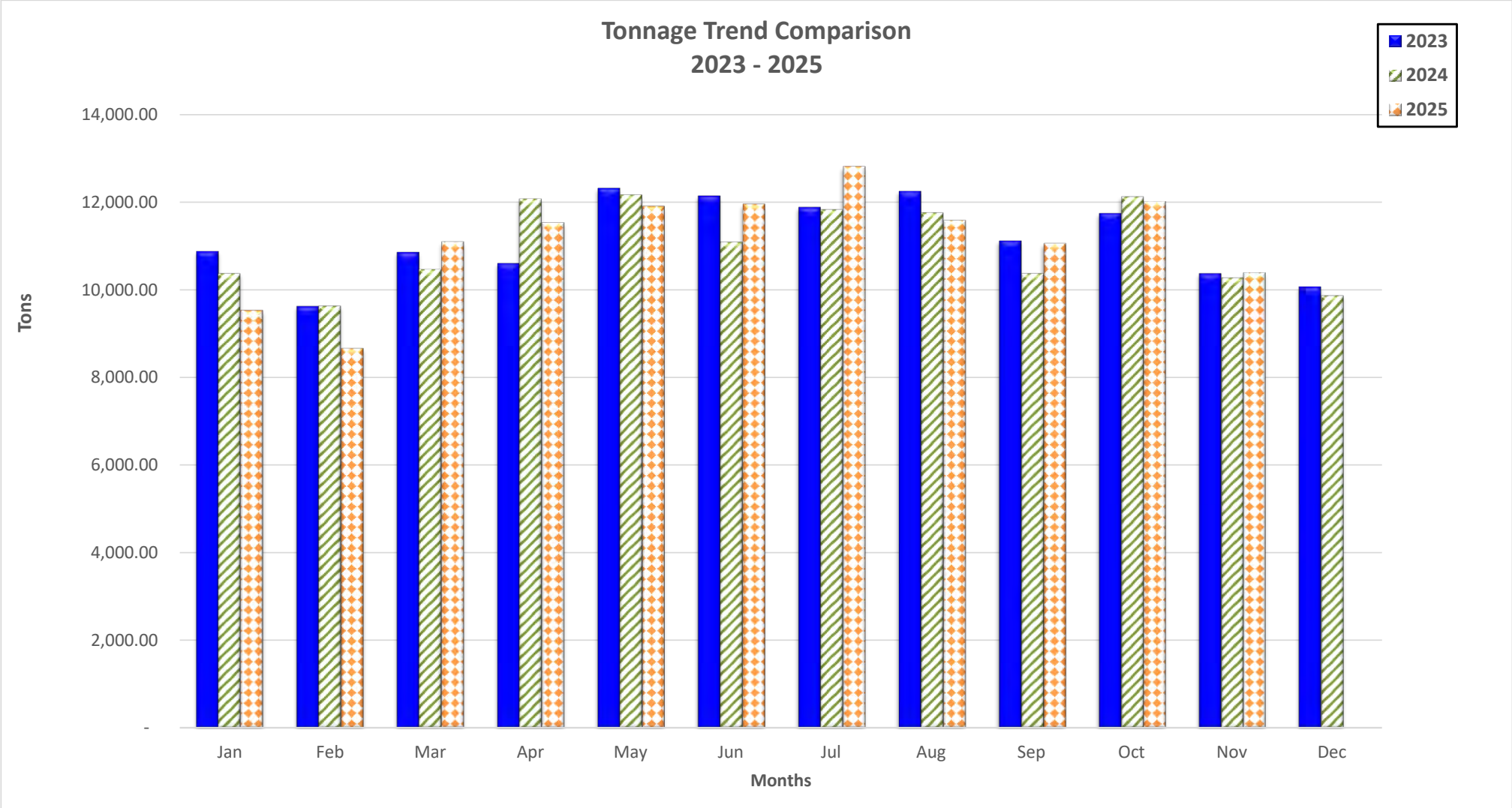
1. Please mute your phone when not voting or participating in a discussion. Background noise can be very distracting.
2. Unless there is an overwhelming reason, please avoid making and seconding motions while attending by phone. There is a delay that causes confusion and often results in two motions or seconds.
3. Participating in the general discussion is encouraged.

B. Attendance via Teams:

1. Participants will all be muted as they enter the meeting. You can unmute when voting, unless there is an overwhelming reason, please avoid making and seconding motions.
2. Participating in the general discussion is encouraged.
3. All votes will be verbal; if there is a question about the clear passage of a motion, a voice poll will be taken.
4. We respectfully request that no participant streams or records the meetings.

Attachment 2

Tonnage Trend Comparison Chart





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Board Meeting: December 2, 2025
File# 2025-347

November 2025 Compliance Officer's Report

To: Robert D. Garner, Jr., Executive Director

- 1. Diversion of Waste Update**– The warning letter sent to a small commercial cleanout company identified as doing business in Lebanon County through Facebook posts has completed an application with GLRA. This company will continue to be monitored for delivery compliance regarding the completed jobs shared on their business page.
- 2. Littering Warnings** – Two different commercial customers were sent warning letters regarding litter observed leaving the truck containers after visiting GLRA. The customers were notified of the findings and in the event of a next occurrence, there will be a penalty for not adequately cleaning out on the working-face after dumping. This will be recapped on the next Safety Snip-It.
- 3. Dumping Identifications** – A few residents of Lebanon County were sent letters regarding pieces of mail containing their names from a pile of trash found along Russell Road. The letters were sent in hopes of discussion regarding who hauls their trash. To date, no communications have been received.

November 2025 Meetings:

Teams Meeting Training Meeting, November 4, 2025
Flow Control Meeting, November 11, 2025
Teams Board Member Training, November 19, 2025
Employee Safety Committee Training & Meeting, November 20, 2025
Lebanon Holiday Parade, November 22, 2025
Management Meeting, November 25, 2025
Administrative Meeting, November 25, 2025

Respectfully Submitted,

Michelle Miller
Compliance Officer



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OPERATIONS MANAGER'S REPORT

NOVEMBER 2025

To: Robert Garner, Executive Director
GLRA Board of Directors

Landfill Operations:

DEP Inspector Kristopher T. Gilham, Solid Waste Specialist, conducted a routine site inspection on November 13, 2025. No violations noted or recommendations noted.

Pennsylvania State Police were on site November 15, 2025, checking customer vehicles for motor vehicle violations.

Blown litter was addressed and picked up by operations employees on an almost daily basis.

Winterization was completed for all equipment and site buildings.

Recycling: no report.

Equipment Maintenance & Repair:

Request motion to approve purchase through Costars contract of a New 2026 Caterpillar 973-Dual Level Track loader for a cost of \$658,920.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

Request motion to approve purchase through Costars contract of a Mack Granite Water Truck for a cost not to exceed \$280,000.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

Request motion to approve purchase through Sourcewell contract of a 2026 Hyundai HX355ALCRD Excavator for a cost of \$ 389,543.75 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

Request motion to approve purchase through Costars contract of the fire suppressant system for the Pre-Treatment, Scalehouse, and Administrative Offices for a cost not to exceed \$35,000.00 and to allow GLRA to sign the Purchase Order and Sales Agreement in 2025 for purchase with pending approved 2026 budget.

Heavy Equipment Loaders & Parts, Inc. completed a transfer case rebuild on the 1997 CAT D400E Articulated Dump Truck

Replaced track segments and upper rollers on both 973 Track Loader units.

Installed new serpentine belts on the 973 Track Loaders units.

Strawser Farms, LLC was onsite to perform maintenance on two excavators. For the 2004 CST 345BL Excavator, they installed a new turbo and serpentine belt. For the 2015 CAT 308ECR Mini Hydraulic Excavator, they installed new track pads and drive sprocket.

Personnel:

Mandatory Certified Safety Committee training for all current and newly elected members was held on November 20, 2025.

Heavy Equipment Operator and Truck Driver training was completed on November 19, 2025.

A select group of employees received essential certification training in confined space safety, trenching/excavation procedures, and mobile equipment handling on November 18, 2025.

Radiation Alarms: Waste Industries of PA brought in waste on November 19, 2025, with a radiation determination to be Prospera-103 (Pd-103). The waste was disposed of on-site.

Safety:

The Employee Workplace Safety Committee met on November 20, 2025, at the Maintenance Facility Office at 10:00 AM.

The next Employee Safety Committee Meeting is scheduled for Thursday, December 20, 2025.

Water/Sweeper Truck Water Usage as of November 21, 2025:

Number of days used: 15 Total Gallons used: 128,000

Container Hauls:

Date	Origin	Contents	Destination
10/31/2025	GLRA	Tires	A&R Tire Sales & Recycling, Inc.
11/03/2025	GLRA	Cardboard	Consolidated Scrap Resources, Inc.
11/03/2025	GLRA	Scrap Metal	Consolidated Scrap Resources, Inc.
11/06/2025	GLRA	Soda Cans	Consolidated Scrap Resources, Inc.
11/06/2025	GLRA	Soda Bottles	Consolidated Scrap Resources, Inc.
11/06/2025	GLRA	Milk Jugs	Consolidated Scrap Resources, Inc.
11/06/2025	GLRA	Tin Cans	Consolidated Scrap Resources, Inc.
11/10/2025	GLRA	Cardboard	Consolidated Scrap Resources, Inc.
11/10/2025	GLRA	Cardboard	Consolidated Scrap Resources, Inc.
11/13/2025	GLRA	Clear Glass	Cougle's Recycling, Inc.
11/13/2025	GLRA	Scrap Metal	Consolidated Scrap Resources, Inc.
11/14/2025	GLRA	Cardboard	Consolidated Scrap Resources, Inc.

Meetings Attended:

LMB/ZM November 2025, attended the Monthly Operations Meeting.
LMB/ZM November 2025, attended the Employee Safety Committee Meeting.
LMB/ZM November 2025, attended Monthly Managers Meeting.
LMB/ZM November 2025, attended Monthly Gas and Leachate Meeting.
LMB/ZM November 3, 2025, Cell 8 fill review with Staff.
LMB/ZM November 7, 2025, Cell 8 downshoot discussion with Staff.
LMB/ZM November 19, 2025, Conducted Heavy Equipment Operator and Truck Driver training.
LMB/ZM November 20, 2025, Annual Employee Safety Certification Training

Respectfully Submitted,

A handwritten signature in cursive script, reading "Loretta M. Baker".

Loretta M. Baker
Operations Manager



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NOVEMBER 2025 RECYCLING COORDINATOR'S REPORT

To: GLRA Executive Director & Authority Members

Meeting: December 2, 2025

<u>I. GLRA Drop-Off Center Material</u>	<u>Tons</u>	<u>Price/Ton</u>	<u>Revenue</u>
Metal Recovery	4.43	\$ 140.00	\$ 619.99
Aluminum Cans	0.46	\$1400.00	\$ 644.00
Steel Cans	1.57	\$ 0.00	\$ 0.00
Propane Tanks	2.95	\$ 0.00	\$ 0.00
Clear Glass	4.50	-\$ 20.00	-\$ 90.00
Corrugated Cardboard	5.14	\$ 12.50	\$ 64.25
Plastic Detergent Bottles	0.45	\$ 0.00	\$ 0.00
Milk/Water Jugs	0.48	\$ 0.00	\$ 0.00
Plastic Soda Bottles	0.94	\$ 0.00	\$ 0.00
TOTAL	20.92		\$1,238.24

II. New Signage on Roll-Off Bins at GLRA's Savings & Convenience Center

The new signage has been applied to all the recycling roll-off containers at the GLRA's Savings & Convenience Center. New colorfully visual and more specific bin signage at GLRA's recycling and convenience areas will help facilitate cleaner source separated materials being deposited in each of the bins and will graphically promote what specifically DOES and DOES NOT belong in each of the bins.

III. 2025 Third Quarter Hauler/Recycler Recycling Tonnage Reports

I am in receipt of the third quarter hauler/recycler recycling tonnage reports from all Lebanon County Commercial Haulers and Recyclers. Reports have been emailed to each of their respective municipalities.

IV. 2025 Annual Recycling Report

Initial correspondence and the 2025 Annual Recycling Report Forms have been emailed to all Lebanon County Municipal Recycling Officials. Municipal Recycling Reports for 2025 are due to the County Recycling Coordinator by March 10, 2026.

V. Act 101 Section 901 Household Battery Management Education Grant Application for CY 2025/2026

The Act 101 Section 901 Household Battery Management Education Grant Application for Calendar Years 2025 and 2026 submitted in April 2025 to the Department of Environmental Protection (DEP) was approved on July 1, 2025. The grant awards \$75,0000 in funding for GLRA's Battery Recycling Educational Campaign for calendar years 2025 and 2026. Lebanon County Commissioner Robert J. Phillips and County Administrator Jamie A. Wolgemuth have executed the grant signatory requirements through the eGrants eSignature system on September 30, 2025. We are currently in the final phase of the process in which DEP prepares and emails a copy of the fully executed grant agreement to GLRA with the disbursement forms.

VI. 2026 Annual Refuse Report Newsletter

I am beginning to work on the 2026 Refuse Report Newsletter. GLRA Staff will write the articles for this newsletter. I requested quotes from local printers for the printing of the newsletter. Print quotes were due November 3, 2025. The low quote for printing 58,000 newsletters was submitted by GRAPHTECH of Harrisburg in the amount of \$12,873.50. VALASSIS DIRECT MAIL, INC. will circulate the 12-page newsletter to 53,000 households via direct mail through the SAVE.COM flyer insert. The preliminary schedule for the circulation of the newsletter is Wednesday, March 11, 2026.

VII. Elected to Vice President of PROP (Professional Recyclers of Pennsylvania)

At the November 7, 2025, Professional Recyclers of Pennsylvania (PROP) Board of Directors' Meeting held at the DoubleTree Resort in Lancaster, I was re-elected as Vice President of the PROP Board of Directors for 2026.

VIII. 2025-2026 Annual Christmas Tree Recycling Program



Greater Lebanon Refuse Authority's Annual Christmas Tree Recycling Program is being offered again this year to Lebanon County municipalities, haulers and residents from December 26, 2025 through February 21, 2026. All municipalities and commercial waste haulers have been extended an invitation to participate in the program at no cost if truckloads of decoration free trees are brought in. Radio and newspaper ads will also be run to inform the public throughout the duration of the program.

IX. Status of Lebanon County Household Hazardous Waste at Home Collection Program



January 2025	- <u>32</u> collections	July 2025	- <u>49</u> collections
February 2025	- <u>26</u> collections	August 2025	- <u>49</u> collections
March 2025	- <u>26</u> collections	September 2025	- <u>51</u> collections
April 2025	- <u>26</u> collections	October 2025	- <u>00</u> collections
May 2025	- <u>49</u> collections	November 2025	- <u>66</u> collections
June 2025	- <u>25</u> collections		

X. Electronics Recycling Facility Collection Totals



January 2025	(Estimated)	29,000 Pounds	14.50 Tons
February 2025	(Estimated)	29,000 Pounds	14.50 Tons
March 2025	(Actual)	29,490 Pounds	14.75 Tons
April 2025	(Estimated)	29,000 Pounds	14.50 Tons
May 2025	(Estimated)	29,000 Pounds	14.50 Tons
June 2025	(Actual)	57,920 Pounds	28.96 Tons
July 2025	(Estimated)	29,000 Pounds	14.50 Tons
August 2025	(Estimated)	29,000 Pounds	14.50 Tons
September 2025	(Actual)	28,957 Pounds	14.48 Tons
October 2025	(Estimated)	58,000 Pounds	29.00 Tons
November 2025	(Estimated)	29,000 Pounds	14.50 Tons
2025 Year to Date		377,367 Pounds	188.68 Tons



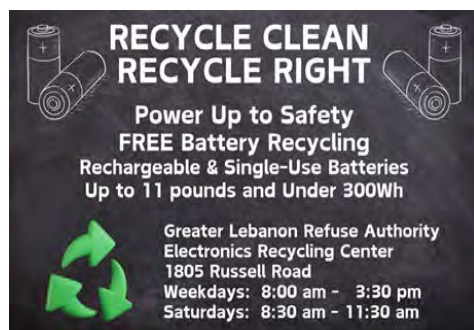
XI. GLRA Countywide Battery Recycling Program

GLRA accepts all rechargeable and single-use batteries for **FREE** at its Electronics Recycling Facility, located at 1805 Russell Road. **RECHARGEABLE BATTERIES** are commonly found in cordless power tools, cordless phones, laptops, cellphones, cameras, two-way radios, and medical equipment (portable glucose monitor, thermometer). **SINGLE-USE BATTERIES** cannot be recharged and must be disposed of once they wear out. Single-Use batteries are most commonly used in low-drain devices, such as flashlights, clocks, watches, remote controls, smoke detectors, keyless entry remotes, toys, and hearing aids.

EACH individual battery **MUST BE** under **11 POUNDS** and under **300Wh** to be accepted. **EACH** individual battery **MUST BE** placed in an **INDIVIDUAL** clear plastic storage or ziplock bag. Bagging is the easiest way to protect battery terminals. **ONLY ONE** battery per clear storage bag! No matter how tedious it sounds, that is the rule if you want to recycle batteries for **FREE**. Plastic Bags are **AVAILABLE** for residents at our battery recycling station located in the Electronics Recycling Facility at 1805 Russell Road.

To date we have collected 15,180.5 pounds or 7.59 tons of batteries!

XII. 2025 Countywide Battery Recycling Educational Campaign



Throughout 2025, GLRA is conducting a comprehensive educational campaign consisting of cable and streaming TV ads, internet digital media advertising and press releases, and a battery bag promotional distribution specifically targeting the proper management of rechargeable and single use batteries in Lebanon County. Also, each board member has been given one box of 1000 battery bags to take to their respective municipal office. Just since the educational campaign started January 1, 2025, we have collected **6,439 pounds** of batteries! We are so very pleased with the response—a true testament to the effectiveness of the education campaign!

XIII. Loading Hours for Plant Bedding and Wood Mulch

ONLY PLANT BEDDING is available at this time. GLRA's Compost Facility charges **\$12** per cubic yard.

GLRA DAILY LOADING HOURS:

Monday	8:00 am to 11:00 am
Tuesday	8:00 am to 11:00 am
Wednesday	8:00 am to 11:00 am
Thursday	8:00 am to 11:00 am
Friday	8:00 am to 11:00 am
Saturday	8:30 am to 11:30 am

- Individuals desiring large quantities (5+ cubic yards) may schedule a special time for loading
- Bulk deliveries of **PLANT BEDDING ONLY** are available with a minimum purchase of 10 cubic yards and a \$30 delivery fee.

XIV. GLRA Website Chatbot, Rich E. Soil, November 2025 Analytics

GLRA's Chatbot, Rich E. Soil, the AI-based digital assistant to our website, processes visitor requests in real time providing prompt responses and valid answers 24/7. During the month of November, Rich E. Soil was asked **349 questions** with **296 self-service resolutions/answers**. The **53 unknown resolutions** were either trained to answer correctly for future inquiries or dismissed because either the user did not ask a valid question or the user misspelled words that were unrecognizable to the search within Rich E.'s response database.

XV. GLRA Website Activity for November 1-21, 2025

WWW.GOGLRA.ORG NOVEMBER 1-21, 2025 WEBSITE ACTIVITY
3,572 visits
6,575 pageviews
1 min 08 sec average visit duration
2,561 new users (first time visitors)

XVI. GLRA Facebook Activity for November 1-21, 2025

FACEBOOK INSIGHTS NOVEMBER 1-21, 2025	JUL	AUG	SEP	OCT	NOV
Total Page Followers	505	513	519	521	523
New Page Followers	8	8	6	2	2
Views (# of times a Page's profile has been viewed by people—includes people who are logged into Facebook and those who are not)	9481	9203	5033	3797	3609

XVII. Other Meetings and Activities

Nov 3- 2025 Annual Report Materials Emailed to Lebanon County Municipalities
GLRA Employee Open Enrollment | Benefits Meeting in GLRA Large Conference Room
2026 Refuse Report Print Quotes Due at 12:00 pm

Nov 4- Attended DEP SCRO Recycling Roundtable for County/Municipal Coordinators in Harrisburg

Nov 5- PROP Mentorship Committee County Recycling Coordinator Group Meeting via ZOOM
Attended GLRA Board of Directors' Meeting at the GLRA Office

Nov 6- PROP Board Training at DoubleTree Resort by Hilton Hotel Lancaster, PA

Nov 7- PROP Board Meeting at DoubleTree Resort by Hilton Hotel Lancaster, PA

Nov 11- Flow Control Meeting with GLRA Staff
Board Teams Training Meeting for GLRA's New Large Conference Room A/V System

Nov 13- PROP Conference Food, Beverage, & AV Committee Meeting via ZOOM

Nov 14- PROP Executive Committee Meeting via Telephone Conference Call

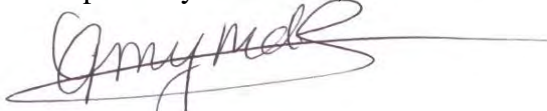
Nov 17- Pick Up Signs at Horst Signs in Myerstown

Nov 18- PROP Conference Committee Meeting Via ZOOM

Nov 19- Ewaste Trailer Swap by JVS Environmental
Propane Tank Pick-Up by Safety Tank of Maryland
Mock Teams Board Meeting using GLRA's Large Conference Room A/V System

Nov 21- Pick Up Gaylords from CSR-Brandywine for Electronics Recycling Center
PROP Executive Committee Meeting via Telephone Conference Call
Pick Up Signs at Horst Signs in Myerstown

Respectfully Submitted,



Amy Mazzella di Bosco
Recycling Coordinator



GREATER LEBANON REFUSE AUTHORITY

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December 2, 2025

To: Robert D. Garner, Executive Director

Subject: Engineering Summary Report for November 2025

PROJECTS, CURRENT

Heilmandale Expansion and Cell 9 Waste Excavation

Waste excavation operations are proceeding faster than anticipated. Excavated material is being used to construct the remainder of the haul road to the top of the Schilling Landfill. Operations will cease temporarily through the Holidays and resume in the New Year. These efforts will expedite construction and reduce costs associated with the eventual construction of Cell 9 in 2027.

Scalehouse Feasibility Study

The next step of the GLRA's scalehouse study is to meet with scalehouse operators to discuss specific wants/operational needs and to determine how these can fit into a modular unit. The concept of online license applications will also be considered.

Leachate Pretreatment Study

Revisions to CoLA's method of calculating surcharges (using concentration and flow from the same quarter instead of flow from the quarter before the current concentration reading) indicate GLRA pollutant loadings may not be as high as previously thought. The GLRA has reached out to CoLA to investigate if there is any possibility of reducing requirements for future treatment.

Vertical Well Installation on existing Schilling Landfill

The GLRA is currently working with SCS Engineers to create plans and bid documents for the second round of vertical well installations on the Schilling Landfill. This project will be similar in size and scope to the vertical well installation project that was undertaken in 2023. The tentative schedule is design/bid package created by the end of 2025, bidding for the project from January to March 2026, and construction beginning around May of 2026.

Motion: A motion is requested to allow the GLRA to pursue competitive bids, starting on January 5, 2026, for the upcoming Schilling Landfill Vertical Well Installation (Phase II) Project.

Disc Golf Course Design/Construction

The GLRA accepted a proposal from SCS Engineers for assistance with the design/layout of a 9-hole disc golf course along the recently opened walking trail. The tentative schedule for this project is creation of plans/layouts in January to March 2026, and construction (which will be performed by GLRA staff) beginning around April of 2026.

Native Grassland Preservation

The final round of treatment for invasives species has been completed and Pheasants Forever is ready to begin planting. Planting is scheduled for the first two weeks of December for Stands 1, 3, 4 & 5 and Stand 2 is scheduled for fall 2026.

Black Goo Treatment

The GLRA has accepted a proposal from Progressive Environmental Services (PES) to perform treatment for black goo in 2026. Weather depending, PES will be here in March to treat the sumps in Pad 4 & 6 as well as a few gas wells.

Additionally, the GLRA has purchased a tote of the treatment solution to use on a few gas wells this year. PES will arrive December 3rd to train GLRA employees and help with the application. Our hope is to reopen these wells, increase gas production, and monitor any reactions to the solution within the landfill.

Microsoft Teams Integration

Starting in January 2026, the monthly Board Meetings will be run using Microsoft Teams instead of a phone system for any virtual participants. There is no major change to the process, only the addition of a video option. Please see the attached document on the new procedure and if there are any questions, feel free to contact Morgan Lusch.

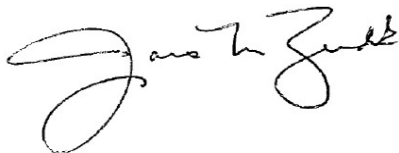
Operational/Housekeeping

The GLRA is in negotiations with NextEra Energy in regard to a continuation of the existing landfill gas contract associated with our landfill gas to energy power plant.

Permits

The GLRA submitted a renewal request for the existing Cedar Run BMP-GP-104 General Permit for Stormwater Associated with Mining Activities.

Submitted by,

A handwritten signature in black ink, appearing to read "James M. Zendek". The signature is fluid and cursive, with the first name "James" and last name "Zendek" clearly distinguishable.

James M. Zendek, P.E.
Engineering Manager

Attachments: Meeting, Seminars, Education Log, and Leachate Flow Report

MEETINGS, SEMINARS, EDUCATION:

1. November 6: GLRA Representatives met with representatives from NextEra Energy to discuss renewal of the existing landfill gas contract.
2. November 6: The Executive Director and the Engineering Manager attended the monthly Keystone SWANA Board Meeting.
3. November 7: The GLRA met with Jenn Robb from SCS Engineers to discuss concerns about groundwater monitoring and reporting.
4. November 12-15: Members of the GLRA staff attended the National SWANA Conference (RCON) in Columbus, OH.
5. November 18: The GLRA provided annual confined space training.
6. November 24: The GLRA had a follow up meeting with NextEra Energy to discuss renewal of the existing landfill gas contract.
7. November 24: The GLRA met with SCS Engineers to discuss plans for the upcoming Schilling Landfill Vertical Well Installation (Phase II) Project.

Leachate Flows to the City of Lebanon Authority (CoLA) Wastewater Treatment Plant

Monthly Report

Total flow for the month (gal)	452,738
Year to date total (gal)	8,253,553
Average daily flow – month (gpd)	15,091
Average daily flow - year (gpd)	24,711
Peak daily flow - month (gpd)	32,966
Rainfall for the month (in)	2.07
Rainfall for the year (in)	35.31

Year-end report (2024)

Total flow for the year (gal)	17,876,534
Peak monthly flow - year (gal/mo)	3,270,047
Peak daily flow - year (gpd)	240,965
Average monthly flow – year (gal/mo)	1,489,711
Average daily flow - year (gpd)	48,843
Total Rainfall – year (in)	39.72

Leachate Flows from Pad 1 through 8

Monthly Report for primary pumps

Total flow for the month (gal)	334,557
Year to date total (gal)	8,089,151
Average daily flow – month (gal)	11,152
Peak daily flow - month (gpd)	35,773

Year-end report for primary pumps (2024)

Total flow for the year (gal)	14,700,683
Peak monthly flow – year (gal)	2,693,631
Average monthly flow – year (gal/mo)	1,225,057
Peak daily flow for the year	336,900
Average daily flow for the year	40,085

Monthly Report for decant pumps

Total flow for the month (gal)	2,963
Year to date total (gal)	99,853
Average Flow per Acre/Day (month)	1.59
Average Flow per Acre/Day (Year)	4.79

Year-end report for decant pumps (2024)

Total flow for the year (gal)	164,575
Peak monthly flow – year (gal)	53,854
Average monthly flow year (gal/mo)	13,715
Average Flow per Acre/Day (year)	7.23



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Joining the Board Meetings via Microsoft Teams

Beginning with January's meeting, the Board meeting invitation email will include two options for joining:

1. **Call-In Option (No Change):**
Dial the phone number and enter the conference ID as usual.
2. **Teams Video Option (New):**
Click the "Join Microsoft Teams Meeting" link in the email to join by video and see the board proceedings.

There is no major change to the process. You can choose whichever option works best for you.

Step-by-Step: Joining the Meeting

Option 1 – Call-In (Traditional Method)

1. Open the Board Meeting email invitation.
2. Dial the listed Teams phone number.
3. When prompted, enter the Conference ID followed by the # key.
4. You'll be placed directly into the meeting.

Option 2 – Join via Teams Link (Video Option)

1. Open the Board Meeting email invitation.
2. Click the "Join Microsoft Teams Meeting" link.
3. Your web browser will open to a Teams page.
 - If you have the Teams app, click "Open Microsoft Teams."
 - If you don't, select "Continue on this browser."
4. Enter your name when prompted and click "Join now".
 - Make sure your camera and microphone settings are correct.
 - You may need to click "Allow" when your browser asks for permission.
5. Please log in or call in a few minutes early to allow time for setup.



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TREASURER'S REPORT

December 2, 2025

<u>ACCOUNT NAME</u>	<u>DATE</u>	<u>BALANCE</u>	<u>INT/INC</u>
First Citizens - Checking Account **	11/30/2025	\$ 337,601.75	\$ 942.87
First Citizens - Sweep Account	11/30/2025	609,693.40	1,823.56
FNB W.M. Investments (Capital Reserve)	10/31/2025	11,287,052.11	46,921.21
FNB W.M. Investments (Recycling Reserve Fund)	10/31/2025	501,145.33	1,328.47
First National Bank (Int. Checking/ Loan Transfer)	11/30/2025	\$1,441.44	0.28
Fulton CRIM Cap Equipment & Project	10/31/2025	<u>1,352,717.91</u>	<u>6,530.38</u>
Total		<u>\$ 14,089,651.94</u>	<u>\$ 57,546.77</u>

** First Citizens - Checking Acct -Total Additions \$734k; Total Deductions \$2,110k

A/R for month ending November 30, 2025: \$672,165.95

November 2025 Miscellaneous Income:

Permits	\$ 2,960.00
Freon Appliances	555.00
Backhoe Use	480.00
Tires	156.00
Plant Bedding	12.00
Health/Dental & Vision Senior Supp. - Retirees Nov / Dec 2025	816.16
Residential Properties - Rent Nov / Dec 2025	5,130.00
Trommer Screener Rental	1,800.00
NextEra (EPP) Renewable Energy - Oct 2025 Rent and Gas Processed	4,324.82
CSR Recycling - August / September 2025	<u>2,444.93</u>
	<u>\$ 18,678.91</u>



12/2/2025

Open Receivables

(Over 30 days)

Lebanon City Dept. of Public Works	-\$	561.60	+FC
Good's Disposal Service	-\$	261,333.86	+FC

Cash Customers

Wrong Ticket	-\$	23.00
NMM	-\$	99.16
NMM	-\$	5.00
NMM	-\$	10.00

Greater Lebanon Refuse Authority

Profit & Loss Budget Performance November 2025

10:59 AM
12/02/2025
Accrual Basis

	Nov 25	Monthly Budget	% of Monthly Budget	YTD Actual	YTD Budget	% of YTD Budget	Annual Budget
Income							
OperRev - Operations Revenues							
4110150 - Residential	334,951.20	342,704.45	97.74%	4,025,602.08	3,964,946.82	101.53%	4,285,163.89
4110250 - Commercial	198,404.64	205,143.32	96.72%	2,372,383.44	2,373,422.17	99.96%	2,565,104.51
4110550 - Other Waste	1,348.00	715.56	188.38%	21,500.80	8,278.71	259.71%	8,947.32
4120450 - Construction/Demolition	170,388.00	135,453.31	125.79%	1,899,965.52	1,567,138.04	121.24%	1,693,703.26
4140550 - Clean Wood	120.24	59.41	202.39%	1,056.60	687.35	153.72%	742.86
4140560 - Clean Wood - Rejected (Rej)	46.08			585.36			
4140650 - Stumps & Trees	36.00			550.08			
4140750 - Green Waste	3,222.42	2,074.78	155.31%	32,234.49	24,004.37	134.29%	25,943.01
4150150 - Residual Waste	41,302.85	41,427.00	99.7%	492,831.06	479,293.09	102.83%	518,001.76
4170150 - Sewage Sludge	17,557.20	15,833.53	110.89%	204,815.52	183,187.26	111.81%	197,981.83
Total OperRev - Operations Revenues	767,376.63	743,411.36	103.22%	9,051,524.95	8,600,957.81	105.24%	9,295,588.44
Oth Rev - Other Revenues							
6020060 - Rental Income	2,787.00	987.00	282.37%	33,198.00	31,213.00	106.36%	32,200.00
6030060 - Royalty -Meth- CO2 Offst Cr	3,337.82	2,583.33	129.21%	48,870.95	184,416.66	26.5%	187,000.00
6030160 - Residential Rentals	4,030.00	3,700.00	108.92%	40,402.00	39,500.00	102.28%	43,200.00
6040060 - Registration Fees	2,960.00	1,700.00	174.12%	31,715.00	29,850.00	106.25%	32,000.00
6060060 - Penalties-Income	0.00			600.00			
6070060 - Other Income	480.00	2,927.00	16.4%	31,091.17	24,912.86	124.8%	27,812.86
6070160 - Recycling Income	2,161.02	3,000.00	72.03%	27,524.11	30,000.00	91.75%	33,000.00
6070200 - Grant Inco-Recyl (Equip & P	0.00	0.00	0.0%	354,212.62	215,746.00	164.18%	228,928.00
6070400 - Transfer from Reserves	0.00	0.00	0.0%	2,281,652.78	1,381,652.00	165.14%	1,381,652.00
6080000 - Finance Charges-Income	0.00	50.00	0.0%	2,156.28	2,350.00	91.76%	2,400.00
6090000 - Interest Income - Operation	2,766.71	44,100.00	6.27%	501,254.25	562,650.00	89.09%	606,700.00
6094000 - Unrealized Gain/Loss Corp I	0.00			1,770.54			
Total Oth Rev - Other Revenues	18,522.55	59,047.33	31.37%	3,354,447.70	2,502,290.52	134.06%	2,574,892.86
Total Income	785,899.18	802,458.69	97.94%	12,405,972.65	11,103,248.33	111.73%	11,870,481.30
Gross Profit	785,899.18	802,458.69	97.94%	12,405,972.65	11,103,248.33	111.73%	11,870,481.30
Expense							
400 - General & Administrative							
7010040 - Bank Charges Expense	30.00	12.50	240.0%	30.00	137.50	21.82%	150.00
7010050 - Interest Charges Expense	0.00	0.00	0.0%	205,672.10	209,885.76	97.99%	209,885.76
7010540 - Court Fees Expense	0.00	41.67	0.0%	0.00	458.34	0.0%	500.00
7015400 - Credit Card Fees Expense	891.45	1,100.00	81.04%	9,801.39	10,150.00	96.57%	11,050.00
7020400 - Directors Compensation	350.00	350.00	100.0%	3,250.00	4,075.00	79.76%	24,200.00
7050400 - Salaries - Administrative	12,435.54	13,743.50	90.48%	187,953.63	151,178.53	124.33%	164,922.04
7090400 - Wages Hourly - Office	9,856.97	22,569.99	43.67%	150,400.85	248,269.86	60.58%	270,839.85
7091400 - Wages Overtime - Office	801.93	1,656.97	48.4%	11,790.38	18,226.71	64.69%	19,883.69
7100400 - Materials & Supplies	2,412.19	1,250.00	192.98%	11,339.22	13,750.00	82.47%	15,000.00
7112400 - Water Drinking	3,524.00	300.00	1,174.67%	10,995.28	4,168.00	263.8%	4,468.00
7120400 - Cash Over/Short	0.00			49.08			
7200400 - General Expense - Office	13,271.82	15,387.50	86.25%	20,601.61	21,762.50	94.67%	22,400.00
7201400 - Member Dues,Conferences,	1,085.16	0.00	100.0%	8,370.59	9,248.00	90.51%	12,378.00
7210400 - Advertising & Printing - Offi	0.00	450.00	0.0%	3,808.31	7,600.00	50.11%	7,600.00
7220400 - Workers Comp - Bond - Etc	0.00	0.00	0.0%	26,610.99	37,502.00	70.96%	37,502.00
7230400 - Rentals - Office	0.00	0.00	0.0%	646.11	646.11	100.0%	861.48
7240400 - Heilmandale / Russell Rd Pr	55.18	1,583.33	3.49%	61,283.08	50,916.66	120.36%	52,500.00
7250400 - Public Relations	47.70	1,000.00	4.77%	19,790.40	10,500.00	188.48%	12,500.00
7260400 - Travel Expenses	257.66	0.00	100.0%	2,290.94	4,150.00	55.2%	4,150.00
7270400 - Hauler Rebate Program	0.00	0.00	0.0%	119,637.56	178,125.00	67.17%	237,500.00
7280400 - Accounting	0.00	0.00	0.0%	30,050.00	25,000.00	120.2%	25,000.00
7290400 - Legal	300.00	417.00	71.94%	53,533.00	4,584.00	1,167.82%	5,000.00
7300400 - Telephone / Internet	774.81	600.00	129.14%	8,043.50	6,600.00	121.87%	7,200.00
7420400 - Maintenance Buildings - Off	420.00	650.00	64.62%	3,146.27	3,150.00	99.88%	3,400.00
7430400 - Maintenance Equipment - O	845.57	366.67	230.61%	5,192.05	4,033.34	128.73%	4,400.00
7700400 - Office Appliances & Furnitu	152.57			385.01			
Total 400 - General & Administrative	47,512.55	61,479.13	77.28%	954,671.35	1,024,117.31	93.22%	1,153,290.82
405 - Regulatory Expenses							
7013405 - DEP Recycling Fee Expense	0.00	0.00	0.0%	198,194.44	192,866.43	102.76%	253,280.00
7014405 - Host Municipality Benefit Fe	0.00	0.00	0.0%	123,871.53	120,541.52	102.76%	158,300.00
7017405 - Permit Fees Expense	10,000.00	8,000.00	125.0%	18,136.00	13,910.00	130.38%	16,010.00

Greater Lebanon Refuse Authority

Profit & Loss Budget Performance November 2025

10:59 AM
12/02/2025
Accrual Basis

	Nov 25	Monthly Budget	% of Monthly Budget	YTD Actual	YTD Budget	% of YTD Budget	Annual Budget
7018405 · Environmental Impairment Insurance	14,359.17	0.00	100.0%	14,359.17	15,232.00	94.27%	15,232.00
7019405 · General Liability Insurance	0.00	0.00	0.0%	134,933.00	185,000.00	72.94%	185,000.00
7055405 · Environmental Stewardship	0.00	0.00	0.0%	425,417.35	409,841.16	103.8%	538,220.00
Total 405 · Regulatory Expenses	24,359.17	8,000.00	304.49%	914,911.49	937,391.11	97.6%	1,166,042.00
410 · Recycling & Marketing Development							
7050410 · Salaries - Recycling	5,510.40	8,112.38	67.93%	90,303.52	89,236.14	101.2%	97,348.51
7090410 · Wages Hourly - Recycling	8,532.42	14,342.03	59.49%	137,853.03	157,762.36	87.38%	172,104.40
7091410 · Wages Overtime - Recycling	289.12	777.46	37.19%	5,407.83	8,552.03	63.23%	9,329.48
7100410 · Materials & Supplies Recycling	157.60	50.00	315.2%	6,748.67	5,800.00	116.36%	6,200.00
7200410 · General Expense - Recycling	235.00	0.00	100.0%	16,634.95	18,255.00	91.13%	18,455.00
7201410 · Conferences, Workshop & Seminars	148.74	344.00	43.24%	8,700.96	8,592.00	101.27%	8,592.00
7202410 · Disposal of Recyclables	1,461.80	95.00	1,538.74%	21,849.97	15,897.00	137.45%	15,992.00
7204410 · Education/Recycling	0.00	200.00	0.0%	647.14	1,500.00	43.14%	1,500.00
7205410 · HHW Program Expenses	19,770.66	12,588.00	157.06%	67,423.02	75,104.00	89.77%	83,892.00
7210410 · Advert & Printing - Recycling	13,657.73	11,677.50	116.96%	135,268.49	132,423.50	102.15%	137,446.00
Total 410 · Recycling & Marketing Development	49,763.47	48,186.37	103.27%	490,837.58	513,122.03	95.66%	550,859.39
420 · Engineering							
7050420 · Salaries - Engineering	18,364.02	16,605.04	110.59%	180,353.14	182,655.42	98.74%	199,260.46
7090420 · Wages Hourly - Engineering	0.00	233.33	0.0%	1,820.00	2,566.66	70.91%	2,800.00
7100420 · Materials & Supplies Engineering	0.00	8.33	0.0%	377.17	91.66	411.49%	100.00
7200420 · General Expense - Engineering	229.82	208.33	110.32%	698.34	2,291.66	30.47%	2,500.00
7240420 · Engineering Services	14,911.52	18,416.67	80.97%	208,174.32	148,683.34	140.01%	149,100.00
Total 420 · Engineering	33,505.36	35,471.70	94.46%	391,422.97	336,288.74	116.4%	353,760.46
422 · Treatment							
7090422 · Wages Hourly - Treatment	3,734.51	5,411.86	69.01%	57,531.44	59,530.43	96.64%	64,942.28
7091422 · Wages Overtime - Treatment	0.00	164.77	0.0%	1,009.59	1,812.44	55.7%	1,977.21
7100422 · Materials & Supplies Treatment	335.75	416.67	80.58%	6,068.06	4,583.34	132.39%	5,000.00
7111422 · Electricity - Treatment	216.29	4,371.50	4.95%	44,429.83	48,086.50	92.4%	52,458.00
7140422 · Chemicals	498.92	166.67	299.35%	1,315.96	1,833.34	71.78%	2,000.00
7200422 · General Expense - Treatment	0.00	400.00	0.0%	3,214.40	4,400.00	73.06%	4,800.00
7202422 · Water Analysis in Labs	1,217.00	0.00	100.0%	220,964.88	184,080.20	120.04%	184,080.20
7203422 · Water Analysis - Landowner	0.00	0.00	0.0%	57,337.64	54,758.08	104.71%	54,758.08
7204422 · Sewage Maint Fee N Leb Tw	1,178.47	5,833.33	20.2%	22,713.78	64,166.66	35.4%	70,000.00
7205422 · Leachate Treatment - Leb Cl	11,160.58	33,333.33	33.48%	128,493.76	366,666.66	35.04%	400,000.00
7400422 · Maintenance Ponds/Well	0.00	375.00	0.0%	300.88	4,125.00	7.29%	4,500.00
7420422 · Maintenance Buildings - Treatment	420.00	191.67	219.13%	3,138.27	2,108.34	148.85%	2,300.00
7430422 · Maint Equipment - Treatment	0.00	2,000.00	0.0%	16,987.35	22,000.00	77.22%	24,000.00
Total 422 · Treatment	18,761.52	52,664.80	35.62%	563,505.84	818,150.99	68.88%	870,815.77
424 · LFG Management							
7090424 · Wages Hourly - LFG Tech	3,648.75	5,788.08	63.04%	56,196.87	63,668.90	88.26%	69,456.98
7091424 · Wages Overtime - LFG Tech	0.00	131.25	0.0%	1,837.53	1,443.78	127.27%	1,575.04
7100424 · Materials & Supplies - LFG Management	297.60	2,083.33	14.29%	4,174.02	23,766.66	17.56%	25,850.00
7111424 · Electricity - LFG (Electricity)	108.60	85.00	127.77%	1,377.26	935.00	147.3%	1,020.00
7200424 · General Expense - LFG Mgt	50.70	333.33	15.21%	9,031.46	3,666.66	246.31%	4,000.00
7202424 · Surface Emission Monitoring	0.00	0.00	0.0%	21,813.80	20,000.00	109.07%	20,000.00
7410424 · Maintenance Land - LFG Mgt	0.00	166.67	0.0%	12,829.29	1,833.34	699.78%	2,000.00
7430424 · Maint Equipment - LFG Mgt	800.00	375.00	213.33%	15,897.33	7,075.00	224.7%	7,450.00
Total 424 · LFG Management	4,905.65	8,962.66	54.73%	123,157.56	122,389.34	100.63%	131,352.02
426 · Operations							
7050426 · Salaries - Supervisory	10,292.47	15,819.09	65.06%	162,169.89	174,009.96	93.2%	189,829.05
7090426 · Wages Hourly - Operations	63,394.38	85,608.79	74.05%	911,943.17	941,696.72	96.84%	1,027,305.53
7091426 · Wages Overtime - Operations	4,460.03	6,651.52	67.05%	73,427.32	73,166.69	100.36%	79,818.20
7100426 · Materials & Supplies Operations	1,879.16	3,000.00	62.64%	34,102.84	33,000.00	103.34%	36,000.00
7101426 · Tools	409.44	0.00	100.0%	5,294.22	3,500.00	151.26%	4,200.00
7110426 · Heat Buildings	0.00	1,857.14	0.0%	8,955.11	11,142.85	80.37%	13,000.00
7111426 · Electricity - Operations	0.00	1,583.33	0.0%	15,406.50	17,416.66	88.46%	19,000.00
7200426 · General Expense - Operations	4,548.21	2,916.67	155.94%	36,398.13	32,083.34	113.45%	35,000.00
7230426 · Rentals - Operations	846.94	0.00	100.0%	6,380.20	60,000.00	10.63%	60,000.00
7410426 · Maintenance Land	10,081.23	7,500.00	134.42%	118,710.73	82,500.00	143.89%	90,000.00
7420426 · Maintenance Buildings - Operations	676.73	1,250.00	54.14%	10,266.90	13,750.00	74.67%	15,000.00
7430426 · Maint Equipment - Operations	28,028.11	16,666.67	168.17%	195,648.77	183,333.34	106.72%	200,000.00
7500426 · Fuel Oil / Diesel - Equipment	18,754.40	33,333.33	56.26%	201,049.56	200,000.00	100.53%	200,000.00

Greater Lebanon Refuse Authority

Profit & Loss Budget Performance November 2025

10:59 AM
12/02/2025
Accrual Basis

	Nov 25	Monthly Budget	% of Monthly Budget	YTD Actual	YTD Budget	% of YTD Budget	Annual Budget
7501426 · Gasoline	0.00	0.00	0.0%	15,780.21	16,666.67	94.68%	20,000.00
7502426 · Grease & Oil	631.00	3,333.33	18.93%	16,709.00	20,000.00	83.55%	20,000.00
7600426 · Tarp & Daily Cover Soil	512.50	0.00	100.0%	26,575.00	44,000.00	60.4%	44,000.00
Total 426 · Operations	144,514.60	179,519.87	80.5%	1,838,817.55	1,906,266.23	96.46%	2,053,152.78
428 · Information-Technology							
7200428 · Computer Software/Internet	8,908.50	9,394.58	94.83%	48,842.49	57,515.41	84.92%	60,000.00
7300428 · Computer Hardware	1,650.00	0.00	100.0%	13,536.35	13,000.00	104.13%	13,000.00
7400428 · Professional Services/IT	5,146.61	6,168.75	83.43%	77,646.74	81,656.25	95.09%	100,325.00
Total 428 · Information-Technology	15,705.11	15,563.33	100.91%	140,025.58	152,171.66	92.02%	173,325.00
470 · Employee Benefits & PR Taxes							
7930470 · Employee Clothing	4,048.32	3,000.00	134.94%	19,088.21	16,000.00	119.3%	17,000.00
7935470 · Sick Pay Wages	2,110.55	2,541.67	83.04%	33,228.41	27,958.34	118.85%	30,500.00
7936470 · Vacation Pay Wages	11,432.51	11,798.25	96.9%	120,131.46	129,780.78	92.57%	141,579.05
7938470 · Personal Pay Wages	850.12	3,092.86	27.49%	34,606.56	34,021.43	101.72%	37,114.29
7939470 · Birthday -Floating Holidays	627.80	2,154.65	29.14%	21,474.34	23,701.18	90.61%	25,855.83
7940470 · Employee Life Insurance	454.57	433.33	104.9%	5,444.04	4,766.66	114.21%	5,200.00
7941470 · Retired EE Life Insurance	29.61	45.83	64.61%	381.64	504.16	75.7%	550.00
7945470 · Employee Disability Insuran	3,198.05	2,683.17	119.19%	38,163.94	29,514.84	129.3%	32,198.00
7950470 · Employee Med & Hosp Ins	82,658.89	83,721.83	98.73%	869,850.91	920,940.16	94.45%	1,004,662.00
7955470 · Retired Empl Med & Hosp In	297.70	748.33	39.78%	5,522.60	8,231.66	67.09%	8,980.00
7960470 · Employer FICA/Medicare	11,757.88	16,421.67	71.6%	168,321.82	180,638.34	93.18%	197,060.00
7970470 · Unemployment Compensati	0.00	302.77	0.0%	8,733.49	10,597.23	82.41%	10,900.00
7980470 · Employee Retirement Fund	0.00	0.00	0.0%	274,251.00	274,251.00	100.0%	274,251.00
7990470 · Training & Professional Dev	2,250.15	833.33	270.02%	14,291.44	9,166.66	155.91%	10,000.00
Total 470 · Employee Benefits & PR Taxes	119,716.15	127,777.69	93.69%	1,613,489.86	1,670,072.44	96.61%	1,795,850.17
6690000 · Reconciliation Discrepancies	0.00			-2,429.24			
780 · Capital Expenses							
7810426 · Capital Land & Improv Oper	0.00	0.00	0.0%	136,206.46	125,000.00	108.97%	125,000.00
7820426 · Capital Build& Improv Oper	0.00	0.00	0.0%	8,975.00	80,000.00	11.22%	80,000.00
7830420 · Capital Equipment - Engine	0.00	0.00	0.0%	0.00	10,000.00	0.0%	10,000.00
7830422 · Capital Equipment -Treatme	0.00	0.00	0.0%	941,621.00	935,000.00	100.71%	935,000.00
7830424 · Capital Equipment - LFG Mg	0.00			7,218.05			
7830426 · Capital Equipment -Operatic	0.00	0.00	0.0%	1,294,221.92	1,361,000.00	95.09%	1,361,000.00
7830428 · Capital Equipment/IT	0.00	0.00	0.0%	27,530.77	36,500.00	75.43%	36,500.00
Total 780 · Capital Expenses	0.00	0.00	0.0%	2,415,773.20	2,547,500.00	94.83%	2,547,500.00
7990000 · Excess Transfers to Reserves	600,000.00	264,833.00	226.56%	600,000.00	1,075,778.00	55.77%	1,074,532.89
9000000 · Transfers to Operations	0.00			2,281,652.78			
Total Expense	1,058,743.58	802,458.55	131.94%	12,325,836.52	11,103,247.85	111.01%	11,870,481.30
Net Income	-272,844.40	0.14	-194,888,857.14%	80,136.13	0.48	16,695,027.08%	0.00

Disposal Only

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Origin: All

Inbound Tickets Only

Third Party and Intercompany Customers

Disposal Only

Origin	Pct	YTD Tons	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
01 - Annville Township	2.95	3,899.3900	241.6800	214.6300	242.6500	400.8100	342.2600	390.5400	301.8800	321.0400	370.8600	393.6900	289.1200	390.2300
02 - Bethel Township	4.75	6,280.0300	434.9300	477.5800	423.5400	598.2000	696.4500	607.7400	461.5700	510.6700	518.1500	695.8100	466.1700	389.2200
03 - Cleona Borough	1.28	1,689.9400	136.0000	122.4900	146.1900	157.7400	168.6600	143.4400	154.2200	139.4200	109.1000	144.8100	116.9900	150.8800
04 - Cold Spring Township	0.00	5.5100	0.0000	0.0000	0.0000	0.0000	0.0000	5.5100	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
05 - Cornwall Borough	1.96	2,595.0600	316.3900	195.6600	193.9800	201.8800	231.9100	185.5700	185.0200	195.7900	197.9700	234.1800	233.4700	223.2400
06 - East Hanover Township	1.66	2,188.0800	129.8500	171.8900	176.4800	174.0800	193.3300	214.6200	190.2400	264.8300	162.1000	182.0000	192.9900	135.6700
07 - Heidelberg Township	1.78	2,357.2700	173.1700	174.9100	182.8700	199.3300	222.4600	190.8200	171.4000	279.5100	147.3100	202.4000	269.3700	143.7200
08 - Jackson Township	6.50	8,587.2900	713.5700	628.9200	705.4300	736.1100	784.7400	715.4100	829.5200	656.1000	717.8700	758.7100	714.7600	626.1500
09 - Jonestown Borough	1.37	1,811.8900	129.6800	97.1500	138.7000	138.8300	130.0000	168.5000	176.0100	142.6600	136.0900	201.7200	191.8100	160.7400
10 - Lebanon City	22.86	30,201.5500	2,316.8500	2,187.5700	2,371.5800	2,524.2300	2,896.6200	2,572.5300	2,661.9700	2,732.5700	2,497.7900	2,823.2100	2,207.1700	2,409.4600
11 - Millcreek Township	2.60	3,438.2300	321.1400	234.2100	241.4600	296.3700	299.2300	309.6400	312.3000	284.3600	285.7800	318.3700	302.9900	232.3800
12 - Mount Gretna Borough	0.45	588.2300	44.1400	37.9000	39.4300	38.8700	46.4000	82.9200	61.3900	47.5500	59.8900	38.8100	44.1700	46.7600
13 - Myerstown Borough	5.50	7,263.3900	497.8100	586.7200	594.9300	644.4200	690.6500	607.7900	647.5700	646.1600	572.1700	610.2100	613.4800	551.4800
14 - North Annville Township	0.81	1,068.5700	74.0500	78.4500	87.9900	98.3500	112.4300	88.8200	92.7500	87.9900	88.0000	101.9100	87.4100	70.4200
15 - North Cornwall Township	4.28	5,654.6600	450.8500	373.9000	426.7700	522.6800	566.3000	348.3600	489.0700	438.2000	454.2700	668.8500	502.1900	413.2200
16 - North Lebanon Township	8.14	10,747.7500	870.5200	748.1100	907.6800	1,295.2400	871.6800	754.9600	890.1100	966.6700	878.2500	980.7100	825.4300	758.3900
17 - North Londonderry Township	5.81	7,675.7500	689.0500	543.1300	642.5800	757.7000	685.9600	637.8000	621.1000	631.1400	572.2100	729.4100	567.3500	598.3200
18 - Palmyra Borough	5.09	6,726.0800	471.9500	483.7600	489.0100	616.4500	733.5300	584.0300	591.0200	618.0600	505.6400	582.7000	498.2400	551.6900
19 - Richland Borough	0.70	922.2400	94.5600	73.9600	76.7400	105.2000	91.8700	71.7700	86.2700	57.1800	60.3500	94.9600	59.1100	50.2700
20 - South Annville Township	1.06	1,406.9800	113.1500	84.6400	106.4900	116.1800	113.0600	181.2200	245.5000	98.3100	62.0300	84.2900	101.7500	100.3600
21 - South Lebanon Township	6.53	8,632.8300	613.0500	623.8700	696.6000	744.7400	770.3700	759.5000	842.6900	844.5900	614.6100	775.3800	716.9000	630.5300
22 - South Londonderry Township	3.43	4,536.7200	355.4700	303.3300	340.2000	400.0200	411.5800	356.3400	372.8700	489.4600	345.3400	395.3900	390.9700	375.7500
23 - Swatara Township	1.84	2,435.0900	226.5300	188.1700	189.1300	235.4200	190.6900	203.4400	216.4600	191.9100	190.2000	191.7500	204.9300	206.4600
24 - Union Township	7.20	9,509.8700	761.8600	837.4000	874.6600	877.7300	754.9200	791.4100	1,127.4200	981.3000	690.2400	741.8700	537.6100	533.4500
25 - West Cornwall Township	0.68	892.9200	76.5700	89.5700	73.4700	109.8400	106.6100	35.8100	23.8600	81.4900	65.4300	79.6600	75.7000	74.9100
26 - West Lebanon Township	0.75	995.6900	123.0100	79.3200	102.7900	90.1100	63.2800	85.0700	83.9800	64.2700	79.3500	98.4400	74.3000	51.7700
28 - Other	0.00	1.4100	0.1600	0.0000	0.0000	0.0000	0.0000	1.1000	0.1500	0.0000	0.0000	0.0000	0.0000	0.0000
NA - Not Applicable	0.00	4.5000	0.0000	0.0800	0.0000	0.0000	0.0000	0.0000	0.5100	0.0000	0.0000	3.2400	0.0500	0.6200
<u>Report Grand Totals</u>		132,116.9200	10,375.9900	9,637.3200	10,471.3500	12,080.5300	12,174.9900	11,094.6600	11,836.8500	11,771.2300	10,381.0000	12,132.4800	10,284.4300	9,876.0900
Subtract Metal		-120.99	-3.33	-7.91	-6.38	-9.92	-14.63	-5.63	-11.26	-14.75	-11.20	-14.37	-13.58	-8.03
REPORT GRAND TOTAL		131,995.93	10,372.66	9,629.41	10,464.97	12,070.61	12,160.36	11,089.03	11,825.59	11,756.48	10,369.80	12,118.11	10,270.85	9,868.06