

Crawford County Solid Waste Authority

Public Meeting Agenda

Thursday, October 2, 2025, Regular Meeting
4:00 PM • 935 Market Street • Meadville, PA

1. Roll Call

Robin Coxson (2025) Julie McClymonds (2026) Penny Monahan (2028)
Mitra Reese (2029) Mary Spicer (2028)

2. Public Comments and Review of the June 5, 2025, Meeting Agenda

3. Notice of Executive Session

No Executive Sessions have been held.

4. Minutes

Action on the Minutes of the June 5, 2025 Regular Meeting

MOTION: Move to accept the Minutes of the 2025 Regular Meeting, as distributed.

5. Treasurer's Report

The 2025 subsidy request from the Commissioners has been submitted and is expected to be received in mid-October.

MOTION: Move to accept the Treasurer's Report, as distributed.

6. Business Items

- **DCED Audit:** Jessica Hamilton of McGill, Power, Bell, and Associates will present the 2024 calendar year DCED Audit.
- **Budget Meeting with Commissioners:** Chair Penny Monahan and Brenda Schmidt, Director, met with the Commissioners on Monday, September 29 at 1 PM.
- **Grants/Annual Report**
 - **902 Grant Education Campaign:** Work is on-going with Starn Marketing. This grant wraps up at the end of 2025.
 - **903 Grant:** The recycling coordinator grant application for calendar year 2024 has been submitted.
 - **2024 Calendar Year Act 101 Annual Report:** The report was completed and submitted on time.
 - **904 Grant:** The calendar year 2024 application is due December 31, 2025. Work is ongoing and is expected to be submitted prior to the deadline.
- **Education Programs:** Ag in the Classroom will be held at the Crawford County Fairgrounds on October 7th. Fifth grade students from the Crawford Central, Conneaut, PennCREST, Seton, and Christian Academy will be in attendance. The Authority will be providing a program about taking care of the earth.
- **County Solid Waste Plan Update:** The landfill agreement requests have been re-issued to the landfills in the Plan. Just a few chapters remain.
- **Special Collections:** The upcoming household hazardous waste and electronics collection event will be held on Wednesday, October 8th at the Crawford County Fairgrounds. Advertising has

begun. Pre-registration is required and can be done by visiting the Authority's website: www.countyrecycling.com

- **2026 Special Collections:** Recommending two collections in 2026.
MOTION: Move to allow the Executive Director to work with Noble Environmental to schedule two HHW/e-cycling collection dates in 2026.
- **Paper and Plastics Recycling Conference:** At the June meeting, the Board approved the Executive Director to attend this event. The Executive Director requests that attendance at this conference be deferred until 2026 due to scheduling conflicts.
- **Board Seats for Reappointment:** Robin Coxson
MOTION: Move to request that the Commissioners reappoint Robin Coxson to the Solid Waste Authority Board for another term.
- **Meeting Dates in 2026:** Proposed meeting dates: March 12 (already approved), June 9, October 8, and March 11, 2027.
- **Next Meeting:** The next meeting is scheduled for March 12, 2026, at 4 PM at the offices of Elizabeth Spadafore, 935 Market Street, Meadville, PA. Attendance by Zoom will be available.

7. Public Comments

8. Adjournment

Upcoming Meetings

Scheduled: March 12, 2026

Tentative Dates: June 9, 2026, October 8, 2026, and March 11, 2027