



BERKELEY COUNTY SOLID WASTE AUTHORITY
19 RECOVERY WAY
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Minutes of Regular Monthly Public Meeting

Wednesday, January 22, 2025

1) Call To Order:

The January 22, 2025 regular monthly meeting of the Berkeley County Solid Waste Authority (BCSWA) was called to order at 6:00 pm by Vice Chairman, Mark Barney at 19 Recovery Way Office, Martinsburg, WV.

2) Roll Call:

Board members in attendance: Michele Gula Atha, Mark Barney, Lou Scavnicky Matthew Grove (Zoom), and Clint Hogbin (Zoom).

Board members absent: None

Staff Present: Lynne Lashley

Visitors Present: Shawn Hogbin

3) Meeting Notice/ Agenda Approval:

Lou Scavnicky motioned to accept the agenda as posted. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

4) Consideration of the Minutes of the Regular Meeting of December 18, 2024:

Michele Atha motioned to table the December minutes of the Regular Meeting of December 18, 2024. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

5) Reports:

A) Litter Control Program Report and Any Action Thereon:

The Vice Chairman presented the roadside litter report for the month of December 2024. The monthly collection was 146 bags, 5 tires and 66 bulky items. The total bag count now stands at 14,349 bags and 1,990 bulky items.

The Vice Chairman Mark Barney presented the stream cleanup report for December 2024. The report shows three (3) stream cleanup trips collecting 5 bags, 0 tires and 11 bulky items from 10.5 miles of streams.

The total collection for both litter control programs is now estimated 949,736 lbs., filling 385 containers and two tractor trailers with tires. He noted that Apple Valley has contributed \$24,693.13 in landfill fees since 2018.

The Vice Chairman Mark Barney presented the litter control enforcement report as prepared by Lynne Lashley for the month of December. The report shows 9 complaints registered for the month, with 2 cleaned to date.

The Vice Chairman Mark Barney is going to follow up with the Sheriff about providing a feedback report for the litter complaints.

Clint Hogbin stated that there has been a significant improvement in the program beginning in July due to the change in management of the program.

Lou Scavnicky motioned to appoint Michele Atha as the lead on stream clean-up. Seconded by Michele Atha. Vote unanimous approval. Motion passed.

B) Recycling Program and Resource Recovery Report And Any Action Thereon:

Vice Chairman Mark Barney emailed Kevin Graney of BurCell requesting updates and information as it becomes available.

Vice Chairman Mark Barney stated Berkeley County Commissioner Vice President Steve Catlett dropped off the check from Senator Craig Blair for \$20,000 which will be used for brush grinding.

Vice Chairman Mark Barney noted that Jim Whitacre will be the Berkeley County Solid Waste Authority representative from the Berkeley County Commission.

Lou Scavnicky stated the Grapevine Road Recycling Center has a new office site picked out. It is close to the old site which will save \$15,000 and that he applied for a waiver from fees for the permit saving \$348.76. After much discussion over the logistics of the site preparation it was determined that Lou Scavnicky will manage the site preparation.

Michele Atha stated she is working on the By-Laws with Sheila Evers for the Friends group. The By-Laws will be sent out to board members this month for comments. They are actively looking for a President to proceed with the paperwork.

Lynne Lashley stated Bradish glass has taken 1 load and dropped off an empty 30-yard container at the Grapevine Road Recycling Center.

C) Treasurer's Report: Consideration of the Monthly Budget Reports And Any Action Thereon:

Matthew Grove motioned to renew the business CD with First United Bank at 3.75% for 13 months. Seconded by Michele Atha. Vote unanimous approval. Motion passed.

Matthew Grove motioned to move \$150,000.00 out of the recycling account to be split between the two Rainy Day fund CDs. Seconded by Michele Atha. Vote unanimous approval. Motion passed.

Vice Chairman Mark Barney presented the December summary of account report as prepared by the Treasurer.

The Vice Chairman Mark Barney presented the November Litter Control Account, General Account Budget Report and the Recycling Account Budget Reports.

Michele Atha motioned to accept the various Budget Reports for the Litter Control, General and Recycling accounts as presented. Seconded by Lou Scavnicky. Vote: Unanimous approval. Motion passed.

D) Treasurer Report: Consideration of January Bills To Be Paid and Any Action Thereon:

The Vice Chairman presented the unpaid bills for the following accounts:

GENERAL ACCOUNT UNPAID BILLS

BCPSSD	\$26.00	Office Water
Chamber of Commerce	\$170.00	Dues
Lynne Lashley	\$171.23	Mileage Reimbursement
Potomac Edison	\$394.43	Office Electric
US Bank	\$160.18	Supplies
US Cellular	\$201.01	Phones, Plan
Total	\$1,122.85	

RECYCLING ACCOUNT UNPAID BILLS

Abshire Enterprises	\$400.00	Hedgesville Recycle Trailer/Repair
Amerit	\$440.00	Trailer Repair
BCPSSD	\$26.00	Water/SS
BCSWA	\$15,000.00	Transfer to Payroll
CWP	\$360.00	Paper Transportation
Miller Environmental	\$2,336.00	Grapevine 3 rd & 4 th Quarter
Pine Creek Structures	\$14,697.00	GVRC

Potomac Edison	\$11.08	GVRC
Potomac Edison	\$39.10	SBRC
Sophia Prieto	\$88.44	Mileage Reimbursement
R Customs	\$1,580.46	SBRC & GVRC
Lyle Tabb & Sons	\$1,325.00	Lumber, FW, YW
Lyle Tabb & Sons	\$21,751.20	Brush Grinding/GV
TQL	\$800.00	Electronics Transportation
US Bank	\$253.92	Supplies for GVRC, SBRC, & SS
Valicor	\$147.80	Oil and Antifreeze Transportation

Total **\$59,256.00**

LITTER CONTROL UNPAID BILLS

Cassidy Bayer	\$325.62	Mileage Reimbursement
Total	\$325.62	

WV-SWMB GRANT UNPAID BILLS

AVW	\$1,925.00	Single Stream Transportation
Total	\$1,925.00	

CED GRANT UNPAID BILLS

AVW	\$550.00	Electronic Transportation
Total	\$550.00	

Michele Atha motioned to authorize the Treasurer to make payment of the January bills as discussed. Seconded by: Lou Scavnicky. Vote: Unanimous approval. Motion passed.

6) Business Items:

A) Status Of Any Update On The Potential Hiring Of a Full Time Program Administrator And Any Action Therefore:

Vice Chairman Mark Barney stated there were three candidates interviewed for the full time Program Administrative position, and he recommended Althea Bayer for the position.

Michele Atha motioned to authorize the hiring of Althea Bayer as discussed. Seconded by: Lou Scavnicky. Vote: Unanimous approval. Motion passed.

B) Status Of Any Update Of The FY26 Berkeley County Commission Budget Presentation And Any Action Thereon:

Vice Chairman Mark Barney stated there will be a budget presentation to the Berkeley County Commission on Feb. 13, 2025. Cassidy Bayer and Lynne Lashley created the power point.

Michele Atha motioned for the Vice Chairman Mark Barney to request \$72,000 from the Berkeley County Commission for FY26. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

C) Status Of Any Update Of The FY25 Emergency Budget Request And Action Thereon:

Vice Chairman Mark Barney stated the emergency funding request was approved by the Berkeley County Commission for the rest of FY25.

7) Other Business Items:

Clint Hogbin stated a letter was received by Susan Carroll of the DEP Youth Environmental Program expressing the possibility of the Youth Environmental Program being eliminated.

8) Public Comment:

There was no public comment.

9) Adjournment:

Matthew Grove motioned for adjournment at 8:29 pm. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

Respectfully submitted,

Mark Barney Vice Chairman

A handwritten signature in blue ink, appearing to be 'Mark Barney', with a long horizontal line extending to the right.

Michele Atha Secretary

A handwritten signature in blue ink, appearing to be 'Michele Atha', with a long horizontal line extending to the right.