



BERKELEY COUNTY SOLID WASTE AUTHORITY
19 RECOVERY WAY
MARTINSBURG, WEST VIRGINIA 25405
304-267-9370



office@berkeleycountyrecycling.com
www.berkeleycountyrecycling.com

Minutes of Regular Monthly Public Meeting

Wednesday, February 19, 2025

1) Call To Order:

The February 19, 2025 regular monthly meeting of the Berkeley County Solid Waste Authority (BCSWA) was called to order at 6:03 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, Althea Bayer

Visitors Present: Shawn Hogbin, Kaitlyn Fydenkevez (Zoom), Chris Hogbin (Zoom), and Berkeley County Commissioner Jim Whitacre

3) Meeting Notice/ Agenda Approval:

Clint Hogbin stated the February Meeting Notice has been posted on the Secretary of State website.

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

4) Consideration of the Minutes of the Regular Meeting of December 18, 2024 and Regular Meeting of January 22, 2025:

Clint Hogbin motioned to approve the December minutes of the regular meeting of December 18, 2024 as presented. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

Michele Atha motioned to approve the minutes of the regular meeting of January 22, 2025 as presented. Seconded by Lou Scavnicky. 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 January 2025. Roadside litter didn't go out the month of January. The total bag count now stands at 13,944 bags and 1,825 bulky items.

The Vice Chairman Mark Barney presented the stream cleanup report for January 2025. The report shows two stream cleanup trips collecting 0 bags, 3 tires and 2 bulky items from 6 miles of streams.

The total collection for both litter control programs and stream cleanup is now estimated 952,856 lbs., filling 386 containers and two tractor trailers with tires. He noted that Apple Valley has contributed \$24,774.25 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 January. The report showed 6 complaints registered for the month, with 6 cleaned to date.

The Vice Chairman Mark Barney stated Jarrett Jones, the Deputy Sheriff in charge of litter complaints, was on medical leave but has returned and told Lynne Lashley we will be able to get feedback on complaints going forward.

Lou Scavnicky stated there will be a Make It Shine event with the Master Naturalists on April 5, 2025 going from Rt. 9 South to Stonebridge to Rt. 45.

Clint Hogbin asked if Apple Valley could be included in pictures related to stream cleanup when appropriate.

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

Vice Chairman Mark Barney received an email from Kevin Graney of BurCell stating they are planning to tour the former Entsorga facility March 10, 2025.

Clint Hogbin stated the ground water permit process is up for renewal and requires changes. Patrick Burch can be contacted to help with the process.

Lynne Lashley stated that the Bradish glass arrangement is working with two loads picked up at the Grapevine Road Recycling Center.

Lou Scavnicky stated the shed will be delivered February 24 to the Grapevine Road Recycling Center. Ryan Richardson Sr. will prepare the site.

Clint Hogbin stated the FY25 SWMB grant quarterly report is due on Friday.

Althea Bayer, the new office administrator, was introduced and stated she has a lot to learn. She stated everything is going well with the training process but, did mention technology issues.

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

There was discussion on where to put the \$75,000.00 from the Performance Bond refund as the General account business CD was not an option until 2/19/26.

Lou Scavnicky motioned to open a money market account for the return of the Performance Bond money. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

The Vice Chairman Mark Barney presented the January summary of account reports as prepared by the Treasurer.

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

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

D) Treasurer Report: Consideration of February 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
BCSWA	\$50,000.00	Transfer to Recycling
Potomac Edison	\$411.04	Office Electric
US Bank	\$32.40	Supplies
US Cellular	\$162.18	Phones, Plan
Total	\$50,631.62	

RECYCLING ACCOUNT UNPAID BILLS

Abshire Enterprises	\$400.00	Hedgesville Trailer/Repair
AC&T	\$51.00	Maintenance/SBRC
Amerit	\$660.00	Trailer Repair
AVW	\$110.00	Glass Transportation
Arden Equipment	\$521.42	JD Tractor/SBRC
BCPSSD	\$26.00	Water/SS
BCSWA	\$20,000.00	Transfer to Payroll
McCarthy Tire	\$787.50	Replace Trailer Tire
Potomac Edison	\$10.00	GVRC
Potomac Edison	\$78.64	SBRC
Roach Energy	\$964.78	Fuel SBRC/GVRC
Lyle Tabb & Sons	\$650.00	Lumber, FW, YW
US Bank	\$218.30	Supplies for GVRC, SBRC, & SS
Va Tractor	\$8,378.77	Skid Steer 330G/GVRC
Total	\$29,357.55	

LITTER CONTROL UNPAID BILLS

Total \$0.00

WV-SWMB GRANT UNPAID BILLS

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

CED GRANT UNPAID BILLS

AVW	\$275.00	Electronic Transportation
Total	\$275.00	

Michele Atha motioned to authorize the Treasurer to make payment of the February bills as discussed. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

Lynne stated there is a need for another person to have a state purchasing card to make purchases. Clint Hogbin motioned to authorize Althea Bayer to obtain a PCard. Seconded by: Michele Atha. Vote: Unanimous approval. Motion passed.

6) Business Items:

A) Consideration of the 2024 Annual Report Presentation and Any Action Thereon:

The annual tonnage report presentation for 2024 was presented to the Berkeley County Commission by Mark Barney and attended by staff Lynne Lashley and Althea Bayer.

Michele Atha motioned to accept the 2024 overall tonnage report. Seconded by Lou Scavnicky. Vote: Unanimous approval. Motion passed.

B) Consideration of the Creation Of A Legislative Subcommittee and Any Action Thereon:

Michele Atha motioned to create a legislative subcommittee comprised of Mark Barney and Clint Hogbin. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

C) Consideration of the Stream Cleanup Pickup Truck RFP Any Action Thereon:

Vice Chairman Mark Barney presented an RFP for a truck for stream cleanup. Lou Scavnicky suggested it be amended to reflect a 2-door truck instead of a 4-door truck.

Clint Hogbin motioned to accept the amended RFP. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

7) Other Business: None

8) Public Comment:

Jim Whitaker will ask the IT department to help the office with computer software issues.

9) Adjournment:

Michele Atha motioned for adjournment at 8:24 pm. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

Respectfully submitted,



Mark Barney Vice Chairman



Michele Atha Secretary