



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

Wednesday, April 20, 2022

1) Call To Order:

The April 20, 2022 regular monthly meeting of the Berkeley County Solid Waste Authority (BCSWA) was called to order at 6:04 pm by Chairman, Clint Hogbin at the 19 Recovery Way Office, Martinsburg, WV.

2) Roll Call:

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

Board members absent: None

Visitors: None

Staff present: Lynne Lashley, Programs Administrator

The Chairman stated that Cam Tabb has experienced a medical condition, possibly a stroke. He asked that everyone keep the family in your thoughts and prayers.

3) Meeting Notice/ Agenda Approval:

Mark Barney motioned to accept the agenda as posted. Seconded by John Christensen. Vote: Unanimous approval. Motion passed.

4) Consideration of the Minutes of the Regular Meeting of March 16, 2022:

Mark Barney motioned to accept the minutes of March 16, 2022 as written. Seconded by John Christensen. Vote: Unanimous approval. Motion passed.

5) Reports:

A) Litter Control Program Report and Any Action Thereon:

The Chairman presented there were no stream cleanup activities for March 2022. The stream cleanup team did assist at the EP Home Show.

The Chairman presented a chart showing there was 2 miles of roads cleaned in Berkeley County in March; collecting 27 bags, 2 tires and 2 bulky items. In addition, a Hedgesville area citizen also cleaned Allensville Road, collecting 53 bags and 4 tires. To date, there have been 238 containers emptied, collecting 612,936 pounds from 1,118.5 miles.

Lynne Lashley reported that the March report for the litter enforcement program showed 3 total enforcement complaints with one site cleaned and 2 sites in progress within the 30 days.

The Chairman stated that the Board was eligible for a FS23 Litter Control Grant. He asked for feedback from the Board on ideas or thoughts for this grant. He reminded Board members this grant has been recently used for billboard educational purposes and had a deadline of May 31, 2022. Michele asked if any recent litter educational activity has utilized radio? The Chairman stated that it's been years since radio has been utilized. Michele added that she would suggest a grant application might focus on radio.

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

The Chairman stated that the plastic 1-7 continues to be marketed to the AVW MRF in Hagerstown. The MRF operation has returned to normal and press reports show Washington County, MD recyclables have returned to the facility. No recyclables from West Virginia ever stopped thanks in part to the GVRC single stream building.

The Chairman stated that the Berkeley County Council has funded an additional \$46,125.00 for FY22. A formal written agreement will be developed to outline its use and potential reimbursement. The Council also agreed to advance the FY23 budget commitment. This commitment appears to be about \$70K – which is a \$10K increase from FY22.

The Chairman reminded Board members of the May 12, 2022 announcement of the winners of the Operation Greenlid contest.

Matthew Grove updated the Board on the SBRC project with Penrose. He stated there has been little activity in April to date.

The Chairman stated that Entsorga has indefinitely postponed all future FREE DAY and Bag Tag programs.

C) Treasurer's Report: Consideration of All Budget Reports for the month of February, 2022 And Any Action Thereon:

The Treasurer presented and explained the February P-Card transactions.

The Treasurer presented and explained the "Summary of Accounts" for February.

The Treasurer presented, explained and answered questions regarding the various February Reconciliation Detail and Deposit Detail Reports.

The Treasurer presented, explained and answered questions regarding the various February Budget Reports.

John Christensen motioned to accept the February, 2022 Treasurer Reports as presented. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

D) Treasurer's Report: Consideration of April Bills To Be Paid and Any Action Thereon:

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

CED GRANT UNPAID BILLS

AVW	\$1,100.00	Electronics Transportation
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Total \$1,100.00

SWMB GRANT UNPAID BILLS

CWP	\$2,119.70	Paper Transportation
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Total \$2,119.70

LITTER CONTROL GRANT UNPAID BILLS

Fifth Third Bank	\$3,246.36	Litter Pickup Supplies
Jerry Harrison Burns	\$230.00	Canoe
Kegerris	\$1,330.00	Billboards

Total \$4,806.36

GENERAL ACCOUNT UNPAID BILLS

BCPSSD	\$22.90	Office Water
BCSWA	\$10,000.00	Transfer to Recycling Program
Fifth Third Bank	\$302.30	Office Supplies
The Journal	\$42.99	RFP"S
Potomac Edison	\$231.96	Office Electric
Lisa Thornburg	\$3,000.00	Audit Services FY20
Trump & Trump	\$901.88	Legal Services
US Cellular	\$177.13	Phones and Internet
WV State Auditor	\$240.00	Audit Fee
Total	\$14,919.16	

RECYCLING ACCOUNT UNPAID BILLS

Abshire Enterprises	\$170.00	H'ville Transportation
AC&T	\$49.00	Maintenance/GVRC
AVW	\$1,530.00	SS Transportation
BCPSSD	\$22.90	Water/Single Stream
BCSWA	\$5,000.00	Transfer to Payroll
BCSWA	\$10,500.00	Transfer to Payroll
BNSF Logistics	\$3,278.00	Electronics Transportation
Bousum Transfer	\$600.00	Trailer Transportation
John Christensen	\$35.28	Mileage Reimbursement
Fifth Third Bank	\$619.80	Recycling Supplies
Clint Hogbin	\$122.08	Mileage Reimbursement
The Journal	\$199.00	Weather Banner
Potomac Edison	\$31.38	GVRC
Potomac Edison	\$103.14	SBRC
Pro Tech Lock	\$130.50	GVRC
Roach Energy	\$777.31	Diesel Fuel
Rescue Mission	\$485.50	Trex Reimbursement
Sign Here	\$156.50	Plastic Signage
Lyle Tabb & Sons	\$1,725.00	Food Waste, Lumber, Yard Waste
Lyle Tabb & Sons	\$7,500.00	Grinding/GVRC
Valicor	\$292.59	Motor Oil & Antifreeze
TOTAL	\$33,327.98	

Mark Barney motioned to authorize the Treasurer to make payment of the April unpaid bills as presented. Seconded by: John Christensen. Vote: Unanimous approval. Motion passed.

The Chairman presented the final FY20 audit report. He summarized the report and encouraged Board members to direct any question to Lisa Thornburg or himself.

C) 250th Commemoration Cleanup/Beautification Project Team Report and Any Action Thereon:

The Chairman stated that the steering committee last met on April 8th.

The Chairman reported that the numbers of volunteers has substantially increased to 119 volunteers for the community wide litter pickup. He reminded Board members to continue to spread the word and the cleanup events. He reminded Board members of the need for volunteers for the May 14 tire event. Lynne Lashley added that the t-shirts are ready for distribution.

The special collection events remain set for these dates:

May 12: Operation Greenlid Winner Announced

May 14: Tire Event – SBRC

May 18: Bulky Good Day (two items per vehicle) – GVRC

May 19: Bulky Good Day – (two items per vehicle) - SBRC

May 21: Sensitive Paper Shred Day – GVRC

Matthew Grove stated that Broomgrass will be cleaning Buck Hill Road as part of the commemoration.

Lynne Lashley asked if anyone knew where to obtain a list of churches?

Michele Gula –Atha asked if anyone knew where to obtain a list of homeowner associations? John Christensen stated that he thought he had a contact and would reach out to Michele.

6) Business Items:

A) Consideration of the FY23 WV-SWMB Grant Application and Any Action Thereon:

The Chairman presented a draft FY23 WV-SWMB Grant. He outlined the several priorities of the \$25,000 grant. He requested Board consideration for authorization of the Secretary and Chairman to sign the resolution and submit for consideration.

Matthew Grove motioned to adopt the resolution and authorize the Chairman and Secretary to sign the resolution and submit the \$25K grant request as amended. Seconded by Mark Barney. Vote: Unanimous approval. Motion passed.

B) Executive Session: Legal Matters Regarding the Entsorga Lease and Any Action Thereon:

Mark Barney motioned to enter Executive Session at 7:17pm to discuss legal matters. Seconded by: Michele Gula- Atha. Vote: Unanimous approval. Motion passed.

The Chairman announced that Executive Session has ended at 8:00pm. He stated that no decisions or motions were made during Executive Session.

Mark Barney motioned to re-enter Regular Session at 8:00pm. Seconded by: John Christensen. Vote: Unanimous approval. Motion passed.

Mark Barney motioned to authorize the Chairman to sign the Supplemental Appropriation Agreement as presented. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

7) Other Business Items:

Mark Barney spoke about the participation of Martinsburg South Middle in the 250th Commemoration Cleanup versus the large school system.

Michele Gula- Atha asked about education programs with other schools?

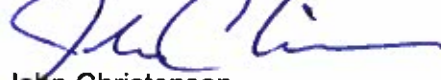
The Chairman stated that he has signed two "No Trespassing Writs" against a Landfill Drive resident and his father for participating in stalking a GVRC attendant. The father was the owner of the vehicle used to follow the attendant.

8) Public Comment: None

9) Adjournment:

Mark Barney motioned for adjournment at 8:14 pm. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

Respectfully submitted,



John Christensen
Secretary