



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

**Wednesday, May 18, 2022**

**1) Call To Order:**

The May 18, 2022 regular monthly meeting of the Berkeley County Solid Waste Authority (BCSWA) was called to order at 6:01 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: Charles Trump.

Staff present: Lynne Lashley, Programs Administrator

**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 April 20, 2022:**

Mark Barney motioned to accept the minutes of April 20, 2022 as written. Seconded by John Christensen. Vote: Unanimous approval. Motion passed.

**5) Business Items:** The Chairman directed the Board to Agenda Business Item 6B.

**A) Executive Session: Legal Matters Regarding the Penrose Contract and Any Action Thereon:**

Mark Barney motioned to enter Executive Session at 6:07pm to discuss legal matters. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

The Chairman announced that Executive Session has ended at 6:29pm. He stated that no decisions or motions were made during Executive Session.

Mark Barney motioned to re-enter Regular Session at 6:30pm. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

Matthew Grove motioned to authorize an amendment to the Penrose contract whose details are to be worked out by legal council and further authorized the Chairman to sign the amendment with concurrence from legal council and all subcommittee members. Seconded by: Mark Barney. Vote: Unanimous approval. Motion passed.

**6) Reports:** The Chairman directed the Board to Agenda Reports Item 6B.

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

The Chairman stated the circumstances involving the Entsorga facility has changed substantially. He noted that an onsite conversation with Emily Dyson on May 5 indicated that the facility would continue to be staffed while temporarily closed. However, on May 13, she returned onsite to say that she and all other employees have been laid off. She returned a GVRC key. The Chairman added that he spoke with Emily and another employee by phone and learned the facility did not have electricity and both employees were concerned about fire safety. The Chairman added that during a routine interview with WEPM on May 16, he responded to a question about the status of the facility. His response was carried by Metro News and has resulted in several elected officials contacting him. In addition, he walked the perimeter of the facility and reported to WV-DEP, WV-SWMB, Berkeley County Council and left messages for the Fire Marshall. He noted that several parties continue to express interest in the facility as either a resource recovery facility or a combined transfer station/ recycling/ resource recovery facility. He stated this is a very active topic and information may change frequently.

The Chairman stated that Cam Tabb has passed away. He added that Lynne Lashley, John Christensen and he attended the memorial services and John attended the memorial dinner. A letter was received from Tabb & Son Composting indicating their intention to continue with the various organic recycling and composting services but asked for patience during a time of transition. The Chairman stated that he has spoken with Ross Tabb – the son of Cam Tabb – and talked through the services needed for brush grinding, yard waste, food waste and lumber recycling. To date, yard waste, food waste and lumber recycling has re-started under the original agreements. Brush grinding will be more difficult to replicate as Cam basically provided this service at cost.

The Chairman stated that the plastic 1-7 continues to be marketed to the AVW MRF in Hagerstown. However, with the current state of Entsorga, he recommended the Board change its plastic program to be aligned with the Apple Valley MRF. He stated that signage will need to be changed to drop carpet, plastic wrappings and Styrofoam. He added that the day to day management of the plastic will be difficult but should be functional. He added that the Board can expect additional expenses as the program with Entsorga was very inexpensive.

Matthew Grove motioned to authorize the Chairman to redesign the plastic program to match the market opportunities of Apple Valley Waste in lieu of Entsorga. Seconded by: John Christensen. Vote: Unanimous approval. Motion passed.

Matthew Grove updated the Board on the SBRC project with Penrose. He stated other than the proposed amendment, there has been little activity in May to report. He did add that there is discussion of the need to address an abandoned section of Pilgrim Street. However, that section does not affect the BCSWA deed.

**B) Litter Control Program Report and Any Action Thereon:**

The Chairman stated that there were three stream cleanup activities for April 2022. The stream cleanup team completed 2.5 miles of stream, plus assisted with the Martinsburg Skate Spot. They collected 209 bags and 19 bulky items. The Chairman stated that no report has been received for the roadside litter program. To date, there have been 245 containers emptied, collecting 622,296 pounds from both programs combined.

Lynne Lashley reported that the April report for the litter enforcement program showed 2 total enforcement complaints with one site being cleaned within the 30 days.

Michele Gula Atha asked about the process to file a litter control complaint.

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

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

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

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

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

Mark Barney motioned to accept the March, 2022 Treasurer Reports as presented. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

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

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

**CED GRANT UNPAID BILLS**

AVW	\$1,200.00	Electronics Transportation
<b>Total</b>	<b>\$1,200.00</b>	

**WV-SWMB GRANT UNPAID BILLS**

CWP	\$235.90	Paper Transportation
<b>Total</b>	<b>\$235.90</b>	

**LITTER CONTROL GRANT UNPAID BILLS**

The Journal	\$199.00	Educational/Promo
<b>Total</b>	<b>\$199.00</b>	

**GENERAL ACCOUNT UNPAID BILLS**

BCPSSD	\$22.90	Office Water
Fifth Third Bank	\$469.90	Office Supplies
Lynne Lashley	\$82.22	Mileage Reimbursement
Potomac Edison	\$144.21	Office Electric
US Cellular	\$177.03	Phones and Internet
<b>Total</b>	<b>\$896.26</b>	

**RECYCLING ACCOUNT UNPAID BILLS**

Abshire Enterprises	\$191.25	H'ville Transportation
AVW	\$220.00	SS Transportation
BCPSSD	\$22.90	Water/Single Stream
BCSWA	\$16,000.00	Transfer to Payroll
BNSF Logistics	\$2,830.00	Electronics Transportation
Bousum Transfer	\$300.00	Trailer Transportation
CWP	\$240.00	Paper Transportation
EDT	\$124.55	Trailer Inspection & Repair
Fifth Third Bank	\$2,082.06	Recycling Supplies
Zach Frye	\$20.30	Supply Reimbursement
Gladhill Tractor	\$1,825.14	SBRC
Greenway Lab	\$525.00	GVRC Testing
Potomac Edison	\$14.42	GVRC

Potomac Edison	\$41.65	SBRC
Pine Knoll	\$1,219.80	Glass Transportation
Roach Energy	\$930.26	Diesel Fuel
Lyle Tabb & Sons	\$3,484.00	Grinding/GVRC Final Invoice
Valicor	\$334.93	Motor Oil & Antifreeze
<b>TOTAL</b>	<b>\$31,042.38</b>	

Mark Barney motioned to authorize the Treasurer to make payment of the May unpaid bills as presented. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

**E) 250<sup>th</sup> Commemoration Cleanup/Beautification Project Team Report and Any Action Thereon:**

The Chairman stated that the commemoration cleanup activities are underway. The May 12, 2022 announcement of the winners of the Operation Greenlid contest was completed with Saint Joseph's winning first place, followed by Martinsburg South Middle School and James Rumsey.

The tire event had 348 participants collecting an estimated 4, 746 tires. He stated that the WV-DEP and its contractor performed very well and kept waiting to a minimum.

The Chairman reported that the May 18 GVRC bulky good day was held earlier today. There were 75 participants bringing an estimated 150 items brought to GVRC. He added that Apple Valley provided 3 rolloff containers and 2 ½ of them were filled.

The Chairman reminded the Board that these events were still scheduled:

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

May 21: Sensitive Paper Shred Day – GVRC

The Chairman reported that the activities for the 119 volunteers for the community wide litter pickup was underway as well. There were cleanups completed by AFJROTC, Boy Scouts, Martinsburg South Middle School and other individuals, civic group and organizations. The Chairman stated that Martinsburg South Middle seemed to be the organization with the most active participants and activities. Matthew Grove stated that Broomgrass will be cleaning Buck Hill Road as part of the commemoration.

**7) Business Items:**

**A) Consideration of the FY23 Litter Control Grant Application and Any Action Thereon:**

The Chairman presented a proposed FY23 Litter Control Grant. He outlined that the grant was for \$3,000.00 and required a \$3,000.00 match. The grant included line items for educational program via radio advertisement and litter signage.

Matthew Grove motioned to authorize the Chairman and Secretary to sign the FY23 Litter Control Grant resolution and application. Seconded by: Michele Gula Atha. Vote: Unanimous approval. Motion passed.

**8) Other Business Items:**

The Chairman stated that the June meeting will contain many important topics including adopting a FY23 budget and nomination of officers. He reminded Board members that the BCSWA is eligible for a FY23 Recycling Assistance Grant and encouraged Board members to let him know of any priorities.

The Chairman stated that a letter was received from the WV-SWMB indicating the Matthew Grove's position was up for re-appointment. Matthew Grove stated his intention to reapply for consideration.

**9) Public Comment: None**

**10) Adjournment:**

Matthew Grove motioned for adjournment at 8:05 pm. Seconded by Michele Gula Atha. Vote: Unanimous approval. Motion passed.

Respectfully submitted,



John Christensen  
Secretary