



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

**Wednesday, July 20, 2022**

**1) Call To Order:**

The July 20, 2022 regular monthly meeting of the Berkeley County Solid Waste Authority (BCSWA) was called to order at 6:39 pm by Chairman, Clint Hogbin at the 19 Recovery Way Office, Martinsburg, WV.

**2) Roll Call:**

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

Board members absent: John Christensen, Matthew Grove

Visitors: None; Staff present: None

**3) Meeting Notice/ Agenda Approval:**

Mark Barney motioned to accept the agenda as posted. Seconded by Michele Gula Atha  
Vote: Unanimous approval. Motion passed.

**4) Consideration of the Minutes of the Regular Meeting of June 15, 2022:**

Mark Barney motioned to accept the minutes of June 15, 2022 as written. Seconded by Michele Gula Atha. Vote: Unanimous approval. Motion passed.

**5) Reports:**

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

The Chairman stated that there were two stream cleanup activities for June, 2022. The stream cleanup team completed 5 miles of stream collecting 17 bags, 6 tires and 2 bulky items.

The Chairman stated that the roadside litter program for June, 2022 collected 38 bags and 45 bulky items from 3 cleanup events.

Lynne Lashley reported that the June report for the litter enforcement program showed 4 total enforcement complaints with one site being cleaned within 30 days.

**B) Recycling Program Report And Any Action Thereon:**

The Chairman stated the Penrose project continues to move forward. He stated that on July 12, 2022 that he signed the "owner/applicant" information for the permit from the Berkeley County Planning Commission. He stated that the discussions of the need to address an abandoned section of Pilgrim Street continue. But, otherwise there is little activity to report to the Board.

The Chairman noted that he requested the Berkeley County Council to advance the FY23 funding in an effort to assist in cash flow in the loss of the Entsorga lease arrangement. The request was approved and the funding should show in a couple weeks.

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

The Chairman presented and explained the May P-Card transactions as prepared by the Treasurer.

The Chairman presented and explained the "Summary of Accounts" for May as prepared by the Treasurer.

The Chairman presented and explained the various May Reconciliation Detail and Deposit Detail Reports as prepared by the Treasurer.

The Chairman presented and explained the various May Budget Reports as prepared by the Treasurer.

Mark Barney motioned to accept the May, 2022 Treasurer Reports as presented. Seconded by Michele Gula Atha. Vote: Unanimous approval. Motion passed.

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

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

**WV-SWMB GRANT UNPAID BILLS**

CWP	\$1,045.64	Paper Transportation
<b>Total</b>	<b>\$1,045.64</b>	

### CED GRANT UNPAID BILLS

AVW	\$1,375.00	Electronics Transportation
<b>Total</b>	<b>\$1,375.00</b>	

### LITTER CONTROL GRANT UNPAID BILLS

First Third Bank	\$359.90	Litter Pickup Bags
The Journal	\$199.00	Educational/Promo
<b>Total</b>	<b>\$558.90</b>	

### GENERAL ACCOUNT UNPAID BILLS

BCPSSD	\$22.90	Office Water
Fifth Third Bank	\$175.75	Office Supplies
Potomac Edison	\$100.58	Office Electric
Trump & Trump	\$215.02	Legal Work
US Cellular	\$177.03	Phones and Internet
<b>Total</b>	<b>\$691.28</b>	

### RECYCLING ACCOUNT UNPAID BILLS

Abshire Enterprises	\$170.00	Hedgesville Transportation
AC&T	\$53.99	GVRC
Amerit	\$596.00	Trailer Repair
AVW	\$2,895.00	SS Transportation
Battery Solutions	1,975.33	Battery Transportation
BCPSSD	\$22.90	Water/Single Stream
BCSWA	\$8,000.00	Transfer to Payroll
BCSWA	\$10,000.00	Transfer to Payroll
CWP	\$1,769.21	Paper Transportation
Michael Davis	\$100.00	Metal Barrels/Batteries
Fifth Third Bank	\$264.81	Recycling Supplies
McCarthy Tire	\$2,990.00	SBRC Skid Steer
Pine Knoll	\$1,270.63	Glass Transportation
Potomac Edison	\$26.39	GVRC
Potomac Edison	\$19.28	SBRC
Roach Energy	\$1,220.72	Diesel Fuel
Valicor	\$354.18	Motor Oil & Antifreeze
WV DEP	\$300.00	NPDES Permit Fee
<b>TOTAL</b>	<b>\$32,028.44</b>	

Mark Barney motioned to authorize the Treasurer to make payment of the July unpaid bills as presented. Seconded by: Michele Gula-Atha. Vote: Unanimous approval. Motion passed.

**6) Business Items:**

**A) Consideration of the FY23 General, Litter Control and Recycling Budget Adoption and Any Action Thereon:**

The Chairman stated that due to the ongoing and not fully understood situation of Entsorga and the impact on the budgets that this agenda item should be taken up in a future special meeting. He set the meeting for Tuesday, July 26, 2022 at 6pm. He stated that as it stands today, the Board would likely need to implement ~\$100K worth of budget cuts.

**B) Consideration of the creation of an Entsorga subcommittee Any Action Thereon:**

The Chairman presented a letter from AVW expressing interest in supporting a commercial solid waste facility at the Entsorga facility. The Chairman also related that the parent company of Entsorga is also expressing interest. He also expressed that the BCSWA might also be in a position to take ownership and develop such a facility.

Michele Gula-Atha motioned to authorize the creation of an Entsorga facility subcommittee of Mark Barney and the Chairman to research options and report its findings to the Board. Seconded by: Mark Barney. Vote: Unanimous approval. Motion passed.

**C) Election of Officers and Appointment of Program Manager and any Action Thereon:**

The Chairman reminded the Board that during the June meeting it nominated Board members for the Chairman, Vice Chair, Secretary and Treasurer. He added that the Board nominated Clint Hogbin for Chair, Mark Barney for Vice Chair, John Christensen for Secretary and Lynne Lashley for Treasurer.

Mark Barney motioned to elect the slate of officers as nominated. Seconded by: Michele Gula-Atha. Vote: Unanimous approval. Motion passed.

Mark Barney motioned to appoint Clint Hogbin as the volunteer program manager. Seconded by: Michele Gula-Atha. Vote: Unanimous approval. Motion passed.

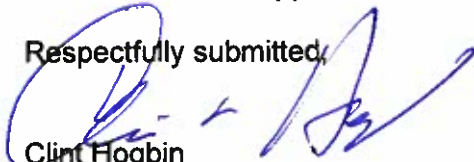
**7) Other Business Items: None**

**8) Public Comment: None**

**9) Adjournment:**

Mark Barney motioned for adjournment at 7:36 pm. Seconded by Mark Gula Atha.  
Vote: Unanimous approval. Motion passed.

Respectfully submitted,



Clint Hogbin  
Chairman