



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

Wednesday, December 18, 2024

1) Call To Order:

The December 18, 2024 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 Matthew Grove (Zoom), and Lou Scavnicky.

Board members absent: Clint Hogbin

Staff Present: Lynne Lashley

Visitors Present: Shawn Hogbin

3) Meeting Notice/ Agenda Approval:

Matthew Grove 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 November 20, 2024:

Michele Atha motioned to accept the minutes of the Regular Meeting of November 20, 2024, as presented. 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 November 2024. The monthly collection was 259 bags, 17 tires and 99 bulky items. The total bag count now stands at 14,203 bags and 1,924 bulky items.

The Vice Chairman presented the stream cleanup report for November, 2024. The report shows four (4) stream cleanup trips collecting 30 bags, 4 tires and 25 bulky items from 7.5 miles of streams.

The total collection for both litter control programs is now estimated 945,796 lbs., filling 383 containers and two tractor trailers with tires. He noted that Apple Valley has contributed \$24,590.70 in landfill fees since 2018.

The Vice Chairman presented the litter control enforcement report as prepared by Lynne Lashley for the month of November. The report shows 2 complaints registered for the month, with 0 cleaned to date.

The Vice Chairman is going to follow up with the Sheriff about the litter complaints and providing feedback on each complaint.

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

There was a meeting about the prospects of BurCell possibly rejuvenating the waste to fuel operation in the former Entsorga building. They will meet with County Commissioners December 19, 2024 and the Vice Chairman plans to attend.

Bradish glass dropped off a 30 yard container to Grapevine Recycling Center to begin a trial for glass recycling. Braddish will supply the containers and pay for transportation.

Trex is giving more money for plastic bags. It was suggested that we create a donation formula for the Rescue Mission in order to make donations consistent.

Michele Atha is working on the By-Laws with Sheila Evers for the Friends group. They will be filing paperwork by the next meeting.

Senator Craig Blair contacted the Solid Waste Authority about the possibility of a \$20,000 grant. The Vice Chairman submitted paperwork for the grant to help pay for brush grinding which will alleviate some budgetary issues.

REAP awarded a recycling assistance grant to the Berkeley County Solid Waste Authority for \$132,000. This grant will award the purchase of roll offs, cameras, tires, gravel, and a skid steer loader.

Lynne contacted First United Bank to have Lou Scavnicky's signature added and they informed her that this will require everyone on the account to submit new signatures.

The General account rainy day fund CD renews on Jan. 19, 2025. The Recycling account rainy day fund CD renews on February 13, 2025.

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

The Vice Chairman presented the December summary of accounts report as prepared by the Treasurer.

The Vice Chairman presented the November Litter Control Account, General Account, 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 Matthew Grove. Vote: Unanimous approval. Motion passed.

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

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

GENERAL ACCOUNT UNPAID BILLS

The Journal	\$322.30	Job Advertising
BCPSSD	\$26.00	Office Water
Potomac Edison	\$270.10	Office Electric
Bill Unger	\$1,400.00	Office Repair
US Bank	\$1,269.35	Supplies
US Cellular	\$240.97	Phones, Plan
Total	\$3,528.72	

RECYCLING ACCOUNT UNPAID BILLS

Abshire Enterprises	\$400.00	Hedgesville Recycle Trailer/Repair
BCPSSD	\$26.00	Water/SS
BCSWA	\$25,000.00	Transfer to Payroll
CWP	\$360.00	Paper Transportation
James Dixon	\$30.05	Expense Reimbursement
EPHBA	\$950.00	Home Show/ 2 Table Fee
Potomac Edison	\$11.09	GVRC
Potomac Edison	\$18.77	SBRC
Roach Energy	\$922.48	SBRC & GVRC
Lyle Tabb & Sons	\$2,450.00	Lumber, FW, YW
Lyle Tabb & Sons	\$7,187.80	Brush Grinding/GV-Payment #1
TQL	\$595.00	Electronics Transportation
US Bank	\$3,475.01	Supplies for GVRC, SBRC, & SS
Virginia Tractor	\$2,185.94	Repair/SBRC
Total	\$43,612.14.	

LITTER CONTROL UNPAID BILLS

Total \$0.00

WV-SWMB GRANT UNPAID BILLS

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

CED GRANT UNPAID BILLS

AVW	\$275.00	Electronic Transportation
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Total \$275.00

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

7) Business Items:

A) Update Of The Request For the Potential Emergency Funding Request To The Berkeley County Commission For The Potential Hiring Of A Full Time Program Administrator And Any Action Thereon:

The Vice Chairman met with John Hardy and other County Commissioners about funding for increased staffing at the office in the Chairman's absence. The \$28,041.66 funding was approved for 6 months to coincide with the FY budget of the County Commission. The County Commission will then approve staff funding for FY 26. There will be two separate budgets (one for staffing and one for FY budget).

Lou Scavnicky motioned to authorize the posting, interviewing, and hiring of the program administrator. Second by Michele Atha. Vote: unanimous approval. Motion passed unanimously.

B) Consideration of The FY26 Berkeley County Commission Budget Request And Any Action Thereon:

The Vice Chairman reported that the budget request with documentation is due to the Berkeley County Commission on Jan. 9, 2025 for the Solid Waste Authority.

Matthew Grove motioned for the Vice Chairman to work with Clint Hogbin to submit the necessary paperwork for the proposed budget to the County Commission not to exceed \$100,000.00. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

C) Consideration of the quotes for the GVRC Replacement Shed And Any Action Thereon:

The proposed site for the shed at Grapevine Recycling Recycling Center would cost \$15,000 for electric installation which is over the budget for the project. The new alternative site will be located close to the old site to save funds.

Matthew Grove motioned to award the bid to Pine Creek structures in Spring Mills for a 12x14 shed with a breaker panel. Seconded by Michele Atha. Vote: Unanimous approval. Motion passed.

8) Other Business Items: None

9) Public Comment:

Shawn Hogbin commented that the current plant in Georgia is comparable to the size of the former Entsorga building.

10) Adjournment:

Michele Atha motioned for adjournment at 7:18 pm. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

Respectfully submitted,

Mark Barney Vice Chairman



Michele Atha Secretary

